

No. : 7/55/2019-PESB

**भारत सरकार**  
**Government of India**  
**कार्मिक एवं प्रशिक्षण विभाग**  
**Department of Personnel & Training**  
**(लोक उद्यम चयन बोर्ड)**  
**(Public Enterprises Selection Board)**

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ब्लॉक संख्या 14, सी.जी.ओ. कॉम्प्लेक्स, लोदी रोड  
 Block No.14, C.G.O. Complex, Lodhi Road  
 नई दिल्ली / New Delhi- 110003  
 Dated : 20/11/2019

सी. पी. एस. ई. का नाम NAME OF THE CPSE	National Textile Corporation Ltd.
पद का नाम NAME OF THE POST	Director (Human Resources)
रिक्ति की तारीख DATE OF VACANCY	16/05/2019
सी. पी. एस. ई. की अनुसूची SCHEDULE OF THE CPSE	Schedule A
पद का वेतनमान SCALE OF THE POST	Rs. 75000-100000

## I. COMPANY PROFILE

National Textile Corporation Limited (NTC) was incorporated under the Indian Companies Act, 1956 with the objective of managing the affairs of sick textile undertakings taken over by the Government under the three Nationalisation Acts viz; The Sick Textile Undertakings (Nationalisation) Act, 1974, The Swadeshi Cotton Mills Company Limited (Acquisition and Transfer of Undertakings) Act, 1986 and The Textile Undertakings (Nationalisation) Act, 1995. NTC Limited was managing 119 mills through its 9 subsidiaries. However, as a part of modified revival scheme approved by the BIFR and Government in 2006, all the 9 subsidiaries have been merged with the NTC Limited during 2006-07. NTC is a Schedule -'A' CPSE in Textiles sector with the administrative jurisdiction of Ministry of Textiles. The company employed 4933 regular employees (Executives- 398 and Non-excecutive-4535) as on 31.03.2019.

Its Registered and Corporate offices are in New Delhi.

The authorised and paid up capital of the Company was Rs.5000 crores and Rs.3062.16 cores as on 31.03.2019.

The shareholding of the Government of India in the Company is 99.76%.

## II. JOB DESCRIPTION AND RESPONSIBILITIES

Director (HR) is a member of the Board of Directors and reports to Chairman and Managing Director. He/ she heads the Personnel and Administrative division in the company and is

responsible for Manpower Planning, Performance Appraisals, Wage and Incentive Administration, Industrial Relations, Security, Welfare and Legal matters at the policy making level.

### III. ELIGIBILITY

#### 1. AGE : On the date of occurrence of vacancy (DOV)

Age of superannuation 58 years			
Internal		Others	
Minimum	Maximum	Minimum	Maximum
45	2 years of residual service as on the date of vacancy w.r.t. the date of superannuation.	45	3 years of residual service as on the date of vacancy w.r.t. the date of superannuation.

#### 2. EMPLOYMENT STATUS:

The applicant must, on the date of application, as well as on the date of interview, be employed in a regular capacity – and **not** in a contractual/ad-hoc capacity – in one of the followings:-

- (a) Central Public Sector Enterprise (CPSE) (including a full-time functional Director in the Board of a CPSE);
- (b) Central Government including the Armed Forces of the Union and All India Services;
- (c) State Public Sector Enterprise (SPSE) where the annual turnover is **\*Rs 1500 crore or more**;
- (d) Private Sector in company where the annual turnover is **\*Rs 1500 crore or more**.

**Preference would be given to candidates from listed companies.**

*(\* The average audited annual turnover of three financial years preceding the calendar year in which the post is advertised shall be considered for applying the approved limits)*

#### 3. QUALIFICATION:

The applicant should be a graduate from a recognised University/ Institute with good academic record. Post Graduate Diploma or Degree in Personnel Management/ Human Resource Management or Masters in Business Administration (MBA)/ Post Graduate Diploma/ Programme in Management(PGDM/ PGPM) from a recognized University/ Institute, will be desirable.

#### 4. EXPERIENCE:

The applicant should have at least five years of cumulative experience during the last ten years in various aspects of HR/ Personnel Management/ Industrial Relations in an organization of repute.

#### 5. PAY SCALE/ RANK/ LEVEL:

**The minimum length of service required in the eligible scale/rank/level will be one year for internal candidates, and two years for others as on the date of vacancy.**

**(a) Applicants from CPSEs** should be working in the following or a higher pay scale:

##### Eligible Scale of Pay

- (i) Rs. 7250-8250 (IDA) Pre 01/01/1992

- (ii) Rs. 9500-11500 (IDA) Post 01/01/1992
- (iii) Rs. 20500-26500 (IDA) Post 01/01/1997
- (iv) Rs. 51300-73000 (IDA) Post 01/01/2007
- (v) Rs. 120000-280000 (IDA) Post 01.01.2017
- (vi) Rs. 18400-22400 (CDA) Pre-revised post 01.01.1996
- (vii) Rs. 37400-67000 + GP 10000 (CDA) post 01.01.2006
- (viii) Rs. 144200-218200 (Level 14) CDA post 01.01.2016

(b)

**(i) Applicants from Central Govt. / All India Services** should be holding a post of the level of Joint Secretary in Govt. of India or carrying equivalent scale of pay.

**(ii) Applicants from the Armed forces of the Union** should be holding a post of the level of Major General in the Army or equivalent rank in Navy/Air Force.

(c)

**Applicants from State Public Sector Enterprises/ Private Sector** should be working at Board level position or at least a post of the level immediately below the Board level.

#### **6. CONDITION OF IMMEDIATE ABSORPTION FOR CENTRAL GOVERNMENT OFFICERS**

Central Government Officers, including those of the Armed Forces of the Union and the All India Services, will be eligible for consideration only on immediate absorption basis.

#### **IV. DURATION OF APPOINTMENT**

The appointment shall be for a period of five years from the date of joining or upto the date of superannuation or until further orders, whichever is earlier.

#### **V. SUBMISSION OF APPLICATIONS**

All applicants should send their applications as per the format .

1. The applicants should submit their applications through proper channel as follows:

(a) Government Officers, including those of the Armed Forces of the Union and All India Services: through Cadre Controlling authority;

(b) CMDs/MDs/Functional Directors in CPSE: through the concerned Administrative Ministry;

(c) Below Board level in CPSE: through the concerned CPSE;

(d) CMDs/MDs/Functional Directors in State PSE: through the concerned Administrative Secretary and Cadre Controlling Authority, if any, of the State Government;

(e) Below Board level in SPSE: through the concerned SPSE;

(f) Private Sector: directly to the PESB.

2. Applicants from Private Sector must submit the following documents along with the application form:

(a) Annual Reports of the Company in which currently working for the 3 financial years preceding the calendar year in which the post is advertised (**please provide URL or attach/enclose copies**);

(b) Whether the company is listed or not; if yes, the documentary proof (**please provide URL or attach/enclose copies**);

(c) Evidence of working at Board level or at least a post of the level immediately below the Board

level;

(d) Self-attested copies of documents in support of age and qualifications;

(e) Relevant Jobs handled in the past with details.

## **VI. UNDERTAKING BY THE APPLICANT**

An applicant has to give an undertaking as a part of the application that he/she will join the post, if selected. If an applicant does not give such undertaking, the application would be rejected.

### **1. For candidates from Central Government/Armed Forces of the Union/ All India Services**

(a) The appointment is on immediate absorption basis.

(b) If a candidate conveys his/her unwillingness to join after the interview is held, he/she would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE.

(c) Further, if a candidate conveys his/her unwillingness to join after the issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE.

### **2. For candidates from CPSE**

a. If a candidate conveys his/her unwillingness to join after the interview is held, he/she would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE other than the one to which the candidate belongs.

b. Further, if a candidate conveys his/her unwillingness to join after the issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE other than the one to which the candidate belongs.

### **3. For candidates from SPSE/ Private Sector**

a. If a candidate conveys his/her unwillingness to join after the interview is held, he/she would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE.

b. Further, if a candidate conveys his/her unwillingness to join after the issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE.

**4.** In the above cases, no request for relaxation or otherwise would be entertained.

## **VII. THE APPLICANTS CAN EITHER**

**(a)** fill up the Application Form online against this Job Description on the website of PESB - <http://pesb.gov.in/> and thereafter forward it online, as specified in para V(1);

**Or**

**(b)** fill up the Application Form online against this Job Description on the website of PESB - <http://pesb.gov.in/>, take a printout and send it offline, as specified in para V(1).

Last time/date of receipt of complete application duly forwarded to PESB is **by 15.00 hours on 13/01/2020**. No application shall be entertained under any circumstances after the stipulated time/date. Incomplete applications and applications received after the stipulated time/date shall be **REJECTED**. Board reserves the right to shortlist applicants for interview.

Applications are to be addressed to

Smt Kimbuong Kipgen

Secretary,

Public Enterprises Selection Board, Public Enterprises Bhawan,

BlockNo. 14, CGO Complex, Lodhi Road, New Delhi-110003.

ALL CORRESPONDENCE WITH THE PUBLIC ENTERPRISES SELECTION BOARD SHOULD BE  
ADDRESSED TO **SECRETARY, PUBLIC ENTERPRISES SELECTION BOARD ONLY.**