

No. : 6/14/2024-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 : 25/06/2024

सी. पी. एस. ई. का नाम NAME OF THE CPSE	North Eastern Handicrafts & Handloom Development Corporation Limited
पद का नाम NAME OF THE POST	Managing Director
रिक्ति की तारीख DATE OF VACANCY	01.02.2025
सी. पी. एस. ई. की अनुसूची SCHEDULE OF THE CPSE	Schedule C
पद का वेतनमान SCALE OF THE POST	Rs. 22500-600-27300 (IDA)

## I. COMPANY PROFILE

The North Eastern Handicrafts & Handlooms Development Corporation Ltd (NEHHDC) was set up in 31st March 1977 with its Registered Office at Shillong, Meghalaya with the mandate of promotion and development of handicrafts and handlooms of the North Eastern Region of India. Since inception, the Corporation has been spearheading various activities viz., training and design development, awareness generation amongst artisans and weavers, skill upgradation, R&D activities, marketing and exports etc.. NEHHDC is a Schedule 'C' CPSE in trading and marketing service sector with the administrative jurisdiction of Ministry of Development of North Eastern Region. Its Registered and Corporate office is in Guwahati, Assam. The company employed 32 regular employees (Executives: 12 and Non-executives: 20) as on 31.03.2024. The authorized and paid up capital of the company are Rs.8.50 crore and Rs.8.50 crore respectively as on 31.03.2024. The Shareholding of the Government of India in the company is 100% as on 31.03.2024.

## II. JOB DESCRIPTION AND RESPONSIBILITIES

The Managing Director is the Chief Executive of the Corporation and accountable to its Board of Directors and Government/Share holders. He/She is responsible for the efficient functioning of the Corporation for achieving its corporate objectives and performance parameters.

## III. ELIGIBILITY

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

<b>Age of superannuation 60 years</b>			
<b>Internal</b>		<b>Others</b>	
<b>Minimum</b>	<b>Maximum</b>	<b>Minimum</b>	<b>Maximum</b>
40	2 years residual service as on the date of vacancy w.r.t. the date of superannuation.	40	3 years 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 Group 'A' Officers including the Armed Forces of the Union and All India Services and officers from Public Sector Banks/ Financial Institutions/ Autonomous Bodies, etc;

**(c)** State Public Sector Enterprise (SPSE) where the annual turnover is **\*Rs. 500 crore or more;**

**(d)** Private Sector in company where the annual turnover is **\*Rs. 500 crore or more.**

(\* 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 an Engineering Graduate/ Chartered Accountant/ Cost Accountant/ Post Graduate/ Graduate with MBA/ PGDIM from a leading institute.

**4. EXPERIENCE:**

The applicant should possess cumulative experience/ exposure for at least 05 years during the last 10 years in Finance/ Business Development/ Production/ Operations/ Marketing/ Project Management in a large organization of repute. Applicant with experience in Handlooms / Handicrafts sector will have an added advantage. Knowledge of North Eastern Region is desirable.

**5. PAY SCALE:**

**(a) Central Public Sector Enterprises-**

**Eligible Scale of Pay**

- (i) Rs. 6250-7475 (IDA) Pre 01/01/1992
- (ii) Rs. 8520-10050 (IDA) Post 01/01/1992
- (iii) Rs. 18500-23900 (IDA) Post 01/01/1997
- (iv) Rs. 43200-66000 (IDA) Post 01/01/2007
- (v) Rs. 100000-260000 (IDA) Post 01.01.2017

(vi) Rs. 14300-18300 (CDA) Pre-Revised

(vii) Rs. 37400-67000 + GP 8700 (CDA)

(viii) Rs. 123100-215900 (Level 13) CDA

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

**(b)(b)**

(i) **Group 'A' officers of the Central Government including All India Services (AIS) and Autonomous Bodies etc.** should be holding a post of the level of Director in Govt. of India or carrying equivalent scale of pay on substantive basis on the date of application.

(ii) **Applicants from Public Sector Bank/ Financial Institutions** should be at Board level for one year on the date of application.

(iii) **Applicants from the Armed forces of the Union** should be holding a post of the level of Brigadier in the Army or equivalent rank in Navy/Air Force on the date of application.

**(c) Applicants from State Public Sector Enterprises/ Private Sector** should be working at Board level position on the date of application.

## **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 and officers from Public Sector Banks/ Financial Institutions/ Autonomous Bodies etc., 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**

**Applicants should submit their applications on-line only as per the format.**

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

(a) Group 'A' Central Government Officers, including those of the Armed Forces of the Union and All India Services; through Cadre Controlling authority.

(b) Officers from Public Sector Banks/ Financial Institutions/ Autonomous Bodies, etc: through their Administrative Ministry/ Department of the Govt. of India.

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

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

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

(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;
- (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 including the Armed Forces of the Union and All India Services and officers from Public Sector Banks/Financial Institutions/ Autonomous Bodies etc:**

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

**Or**

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

**Total timeline for receipt of applications in PESB is 30 days from the date of publication of**

advertisement in leading National Dailies. Last date for submission of applications by the applicants is by 03:00 PM on 23.07.2024. Last date for nodal officers to forward applications to PESB is by 03:00 PM on 01.08.2024 . No application shall be entertained under any circumstances after the stipulated date. Incomplete applications and applications received after the stipulated date shall be REJECTED.

**VIII. Board reserves the right to shortlist applicants for interview, keeping in view the extant guidelines issued from time to time.**

**IX. Applications are to be addressed to**

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.**