

F.No.84/01/2022-HRPSU
Government of India
Ministry of Chemicals & Fertilizers
Department of Fertilizers

Shastri Bhawan, New Delhi
Dated: 2nd January, 2024

CORRIGENDUM

Subject: Appointment to the post of Director (Technical), M/s. Madras Fertilizers Limited (MFL) on deputation basis without absorption through Search-cum-Selection Committee (SCSC)

The undersigned is directed to refer to this Department's Vacancy Circular dated 26th December, 2023 (copy enclosed) and to state that the following amendment has been made to the Vacancy Circular issued for inviting applications from eligible and willing candidates for the post of Director (Technical) in Madras Fertilizers Limited (MFL).

2. Item (1) AGE under Para (III) ELIGIBILITY stands modified and may now be read as under:
'On the date of occurrence of vacancy (DOV) i.e. 1st May, 2023.'
3. All other Terms & Conditions prescribed in the Vacancy Circular remain unchanged.

Encl: As above

Yashpal Arora

(Yashpal Arora)

Under Secretary to the Government of India
Tele: 23381472

To

1. All Ministries/Department of the Central Government
2. Chief Secretaries of all State Governments
3. Administrators of Union Territories
4. Shri Sunil Kumar, US (CS-I), DoPT, Lok Nayak Bhawan, Khan Market, New Delhi with the request to put the corrigendum on DoPT website for wide circulation.
5. Shri Deepak Sajwan, Deputy Secretary, PESB- with a request to put the corrigendum on the PESB website for wide circulation.
6. US (IT), DoF with the request that the corrigendum may be posted on the official website of DoF.

Copy also to:

CMD, MFL - It is requested to put the corrigendum on their website and newspapers.

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Ministry of Chemicals & Fertilizers
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Shastri Bhawan, New Delhi
Dated: - 26th December, 2023

Vacancy Circular

Sub: Appointment to the post of Director (Technical), Madras Fertilisers Limited (MFL) on deputation basis without absorption through Search-cum-Selection Committee.

Applications are invited for filling up the post of Director (Technical), Madras Fertilisers Limited (MFL) on deputation basis without insisting on the rule of immediate absorption from the All India Service/Central Services Officers/CPSEs for a period of 5 years from the date of assumption of charge of the post, or until further orders, whichever is earlier.

2. The post of Director (Technical), Madras Fertilisers Limited (MFL) has been exempted from the rule of immediate absorption with the concurrence of Public Enterprises Selection Board (PESB) and approval of the Appointments Committee of the Cabinet (ACC).

3. Company profile, Job Description, Eligibility, Duration of post and other details for appointment to the post of Director (Technical), MFL are also enclosed at Annexure-I.

4. The Cadre Controlling authorities are requested to forward the duly filled in applications (Curriculum Vitae as per proforma enclosed) of the eligible and willing officers, who can be spared immediately, along with CR Dossiers for the last five years and Vigilance clearance report as per the enclosed proforma. The Curriculum Vitae duly supported by documents will be assessed by the Selection Committee while selecting candidates for appointment to the post of Director (Technical) MFL on deputation basis. The last date of submission of the application is 30 days from the date of this circular. The application complete in all respects may be forwarded to The Secretary (Fertilizers), Department of Fertilizers, Shastri Bhawan, New Delhi-110001 latest by 25.01.2024.

5. It is also requested that advance action may be taken to keep the ACR for last 5 years, of those candidates ready along with their vigilance profile [(i) Penalty imposed, if any, during the last 10 years (ii) Details of disciplinary action initiated/ being initiated if any, etc.] to be furnished as and when selection meeting is scheduled.



(Yashpal Arora)
Under Secretary to the Government of India
Tele:23381472

Encl: As above

Contd. at p-2/c

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To

1. All Ministries/Department of the Central Government
2. Chief Secretaries of all State Governments
3. Administrators of Union Territories
4. Shri Sunil Kumar, US (CS - I), DoPT, Lok Nayak Bhawan, Khan Market, New Delhi with the request to put the vacancy on DoPT website for vide circulation.
5. Shri Deepak Sajwan, Deputy Secretary, PESB – with a request to put the vacancy on PESB website for vide circulation.
6. Director (Tech), NIC, DoF with the request that this vacancy circular along with annexure may be posted on the official website of DoF.

It is requested that the vacancy circular may pl. be given wide publicity in their Ministries/Deptt.

Copy also to: CMD, MFL - It is requested to advertise the vacancy on their website and newspapers.



(Yashpal Arora)
Under Secretary to the Government of India
Tele:23381472

ANNEXURE-I

**Government of India
Ministry of Chemicals & Fertilizers
Department of Fertilizers**

Shastri Bhawan, New Delhi-110001.

Subject: Appointment to the post of Director (Technical), M/s. Madras Fertilizers Limited (MFL) on deputation basis through Search-cum-Selection Committee by DoPT.

NAME OF THE PSU:	M/s. Madras Fertilizers Limited (MFL)
NAME OF THE POST:	Director (Technical)
SCHEDULE OF CPSE:	'B'
SCALE OF THE POST:	Rs. 65000-75000/-

I. COMPANY PROFILE:

Madras Fertilizers Limited (MFL) was incorporated in 1966 under the Indian Companies Act, 1956 as a joint venture between the Government of India and Amoco India Inc., a subsidiary of Standard Oil Company of USA. MFL is a Schedule – 'B' CPSE in fertilizer sector with the administrative jurisdiction of M/o Chemicals and Fertilizers (Department of Fertilizers).

Its Registered and Corporate offices are in Manali, Tamil Nadu.

The company employed 469 regular employees (Executives 289& Non-Executives 180) as on 31.3.2023.

The authorized and paid-up capital of the Company was Rs.366 crores and Rs.161.10 crores respectively as on March 31, 2023.

The shareholding of the Government of India in the company is 59.5%.

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II. JOB DESCRIPTION AND RESPONSIBILITIES:

Director (Technical) is a member of Board of Directors and reports to the Chairman and Managing Director. He/ she acts as the head of the Technical/Operations Division of the Company. He/ she is responsible for efficient operations of the plants of the Company in a manner which would ensure optimum utilization of resources. He/ she also acts as Principal Adviser of the Company in all technical and operational matters.

III. ELIGIBILITY:

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

Age of superannuation 60 years			
Internal		Others	
Minimum	Maximum	Minimum	Maximum
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. QUALIFICATION:

The applicant should be an engineering graduate preferably in Chemical Engineering from a recognized University/Institute with good academic record. Applicants with MBA/Post Graduate Diploma in Management will have an added advantage.

3. EXPERIENCE:

The applicant should possess Technical/ Operational experience at a senior level of management in a large organization of repute, out of which at least two years during the last ten years should have been in major productions units in Fertilizer/ Chemical/ Petro-chemical Sector.

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4. PAY SCALE: (a) Applicants from CPSEs should be working in the following or a higher pay scale

Eligible Scale of Pay

- (i)Rs. 6250-7475 (IDA) Pre 01/01/1992
- (ii) Rs. 8520-10050 (IDA) Post 01/01/1992
- (ii)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) (i) **Applicants from Central Government / All India Services** should be holding a post of the level of Director in Government of India or carrying equivalent scale of pay on the date of application.
- (ii) **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 or at least a post of the level immediately below the Board level on the date of application.

All the applicants should submit their applications through proper channel.

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.

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V. SUBMISSION OF APPLICATION:

Prospective candidates shall send the applications, through proper channel, in the format at Annexure-A.

VI. CERTIFICATION BY CANDIDATE:

Candidate has to submit his/ her willingness for the post at the time of interview itself clearly stating that he/ she will join the post, if selected. If any candidate does not initially give his/ her willingness, he/ she will not be interviewed.

Last date for receipt of application in the Department of Fertilizers is **30 days** from the date of issue of advertisement. No application shall be entertained under any circumstances after the stipulated date. **Incomplete applications are liable to be REJECTED. Search-cum-Selection Committee reserves the right to short list candidates for interview.**

Applications are to be addressed to Secretary (Fertilizers), Department of Fertilizer, Shastri Bhawan, New Delhi-110001.

ANNEXURE-A

CURRICULUM VITAE PROFORMA

1. Name and Address
(in Block Letters)
2. Date of Birth
(in Christian era)
3. Date of retirement under
Central/State Government
Rules
4. Educational Qualifications
5. Whether Educational and
other qualifications required
for the post are satisfied. (If
any qualification has been
treated as equivalent to the
one prescribed in the Rules,
state the authority for the
same)

	Qualifications/ Experience required	Qualifications/ Experience possessed by the officer
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Essential	(1)	
	(2)	
	(3)	
Desired	(1)	
	(2)	

6. Please State clearly whether in
the light of entries made by
you above, you meet the
requirement of the post.

7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient

Office/ Institution held	Post held	From	To	Scale of Pay and Basic Pay	Nature of duties (in detail)

8. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent
9. In case the present employment is held on deputation/contract basis, please state-
- The date of initial appointment
 - Period of appointment on deputation/contract
 - Name of the parent office/organization to which you belong
10. Additional details about present employment

Please state whether working under (indicate the name of your employer against the relevant column)

- Central Govt.

- b) State Govt.
 - c) Autonomous Organisation
 - d) Government Undertaking
 - e) Universities
 - f) Others
11. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade
 12. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale
 13. Total emoluments per month now drawn
 14. Additional information, if any, which you would like to mention in support of your suitability for the post.
(This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement)
(Note: Enclose a separate sheet, if the space is insufficient).
 15. Please state whether you are

plying for deputation
STC/Absorption/Re-employment
basis. (Officers under
Central/State Governments are only
eligible for "Absorption".
Candidates of non-Government
Organisations are eligible only for
Short Term Contract.)

16 Whether belongs to SC/ST

17. Remarks (The candidates may
indicate information with regard to
(i) Research publications and
reports and special projects (ii)
Awards/Scholarship/Official
Appreciation (iii) Affiliation with
the professional
bodies/institutions/societies and
(iv) any other information.
(Note: Enclose a separate sheet if
the space is insufficient)

I have carefully gone through the vacancy
circular/advertisement and I am well aware that the Curriculum Vitae
duly supported by documents submitted by me will also be assessed
by the Selection Committee at the time of selection for the post.

Date _____

Signature of the
candidate
Address _____

Countersigned

(Employer with Seal)

PROFORMA TO BE FILLED FOR VIGILANCE CLEARANCE**NAME OF THE OFFICER:****Note:**

1. Each column should be replied in descriptive manner.
2. Proforma should be signed by an officer not below the rank of under Secretary.

1.	Details of disciplinary proceedings initiated against the officer during his career, so far.	
2.	Whether complaints including that of corruption, against the officer, which in the view of the state government may have a direct bearing / relevance on the vigilance status of the officer as on date, are pending against the officer. If so, details thereof.	
3.	Whether any preliminary inquiry or any other vigilance related matter is pending against the officer. If so, full facts of the pending matter.	
4.	Whether any criminal proceedings were registered against the officer during his career so far. If so, the details/present status and final outcome thereof.	
5.	Whether the name of officer appears in the Agreed List.	

Signature & stamp
Of the officer certifying the proforma