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No.3/5(1)/2019-PSU
Government of India
Department of Atomic Energy

Anushakti Bhavan,
C.S.M. Marg,
Mumbai - 400 001.

सी.पी.एस.ईकानाम : IREL (India) Limited
NAME OF THE CPSE

पदकानाम : Director (Technical)
NAME OF THE POST

रिक्तितीतारीख : 01.03.2020
DATE OF VACANCY

सी.पी.एस.ईकीअनुसूची : Schedule B
SCHEDULE OF THE CPSE

पदकावेतनमान : ₹160000- 290000 (IDA)
SCALE OF THE POST

I. COMPANY PROFILE

IREL (India) Limited was incorporated in 18th August, 1950 under Indian Companies Act, 1913 as a joint venture with the then Government of Travancore, Cochin and in 1963 IREL (India) Limited became full-fledged Central Public Sector Undertaking. Its main objective is to emerge as a leading international player in the area of mining and separation of beach sand deposits to produce minerals and rare earths as well as process value added products. IREL is Schedule - 'B' Mini Ratna Category -1 CPSE in Minerals and Metals sector with the administrative jurisdiction of Department of Atomic Energy. The company employed 1367 regular employees (Executives 417 & Non-Executives 950) as on 31.3.2019.

Its Registered and Corporate offices are in Mumbai, Maharashtra.

The company is a MoU signing company with its administrative ministry. In the recent past company has been rated as "Excellent/Very Good" under MoU.

The authorised and paid up capital of the Company was ₹ 100 crore and ₹ 86.37 crore respectively as on 31.03.2019.

The shareholding of the Government of India in the company is 100%.

II. JOB DESCRIPTION AND RESPONSIBILITIES

Director (Technical) is a member of the Board of Directors and reports to Chairman & Managing Director of the company. He is responsible for coordination of all technical functions in the Company including implementation of the projects, providing directions, adoption of new methods to promote production, formulation of technical programmes for overall development, planning, monitoring of different technical activities etc.

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 of residual service as on the date of vacancy w.r.t. the date of superannuation	40	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 following Organisations:

- (a) Central Public Sector Enterprise (CPSE) (including a full-time Functional Director in the Board of 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 ***₹1000 crore or more**;
- (d) Private Sector in company where the annual turnover is ***₹1000 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 an Engineering graduate preferably in Chemical/Mechanical/Metallurgy/Mining Engineering with good academic record from a recognized University/Institution.

Applicants holding MBA/Post Graduate Diploma in management/Ph. D with proven track record in Rare Earths technology will have an added advantage.

4. EXPERIENCE:

The applicant should have adequate 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 the field of Mining/Rare Earth Industry or dealing with Chemical Production/projects.

5. PAY SCALE / RANK / LEVEL:

- a) Central Public Sector Enterprises :

Eligible Scale of Pay

- (i) ₹6250-7475 (IDA) Pre 01.01.1992
- (ii) ₹8520-10050 (IDA) Post 01.01.1992
- (iii) ₹ 18500-23900 (IDA) Post 01.01.1997
- (iv) ₹ 43200-66000 (IDA) Post 01.01.2007
- (v) ₹100000-260000 (IDA) Post 01.01.2017
- (vi) ₹14300-18300 (CDA) Pre-revised
- (vii) ₹37400-67000+ GP 8700 (CDA)
- (viii) ₹123100-215900 (Level 13 CDA)

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.

- 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 Sectors** 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.

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 Department of Atomic Energy, Mumbai.
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 last 3 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) The relevant Jobs handled in the past with details.

VI UNDERTAKING BY THE APPLICANT:

Every 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 Last time/date of receipt of complete applications duly forwarded in Department of Atomic Energy, Mumbai is **27.03.2020**. 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. Search cum Selection Committee reserves the right to shortlist applicants for interview.

Application Form, may be downloaded from the website of "Department of Atomic Energy" i.e. "www.dae.gov.in"

Applications are to be addressed to :

Under Secretary (PSU Section),
Department of Atomic Energy
Anushakti Bhavan, C.S.M. Marg,
Mumbai 400 001.

**ALL CORRESPONDENCE WITH THE DEPARTMENT OF ATOMIC ENERGY SHOULD BE
ADDRESSED TO UNDER SECRETARY (PSU), DEPARTMENT OF ATOMIC ENERGY, MUMBAI
ONLY.**

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APPLICATION FORM FOR CANDIDATES FROM CENTRAL PUBLIC SECTOR ENTERPRISES (CPSE)/CENTRAL GOVERNMENT (INCLUDING ARMED FORCES OF THE UNION/ALL INDIA SERVICES)/STATE PUBLIC SECTOR ENTERPRISES (SPSE)/PRIVATE SECTOR

(Through Proper Channel, except candidates from the Private Sector)

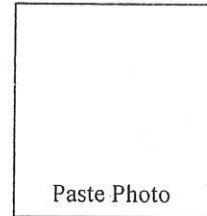
Please refer to the Job Description for the post and the Guidelines for processing cases of Board level appointments in Central Public Sector Enterprises

1. Name of the post applied for _____

2. (a) Applicant's Name (as per official records Mr./Mrs./Ms.) _____

(b) Designation of the Applicant (in full) _____

(c) Name of the company _____



(d) Category as per Employment Status :- **Officer of a CPSE/Central Government/Armed Forces of the Union/All India Services/SPSE/Private Sector**
(Please tick as applicable)

(e) Office Address: _____

(f) Address for communication _____

3. Telephone No: Office _____ Residence _____ Mobile No. _____

E-Mail id _____

4. Date of Birth (DD/MM/YY) _____ Age as on date of vacancy (Years/Months/Days) _____

5 (i) Educational/Professional Qualifications:

Sl. No.	Qualification*	Name of Institution	Tick the relevant			Tick the relevant			Self Declaration- Whether meets the eligibility qualification requirement					
			From	To	Correspondence	Degree	Diploma	Certificate	Mandatory	Desirable	Other			
1	2	3	4			5			6			7		
			Part time	Full time	Correspondence	Degree	Diploma	Certificate	Mandatory	Desirable	Other			

* Should be exactly as per Degree/ Certificate issued by the university.

(ii) Positions held during the last ten years, from the date of uploading the vacancy circular.

Sl. No.	Complete Designation & Place of posting *	Name of the Organization	Pay scale**	Period		Reporting to Designation*	Self Declaration Whether meets the mandatory experience requirement		If yes, nature of duties in support of the declaration
				From	To		Yes	No	
1	2	3	4	5		6	7		8
				From	To		Yes	No	

* Should be exactly as per specific office order issued by the CPSE/Ministry/SPSE/Employer.

** Private Sector-CTC/remuneration/emoluments drawn.

NB : The positions should be indicated in order of the most recent assignments.

Note: 1. Please attach a write-up, not exceeding 400 words, in support of your candidature, for reference at the time of interview.
2. Full form of all abbreviations used while making entries in the application form should be suitably explained i.e. in footnotes or a separate attachment.

4) Do you hold lien in any organisation other than where currently working?

Yes	No
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If yes:

- a) Name of the organisation in which the lien is held :
- b) Date from which the lien is held :

(b) Are you on deputation?

Yes	No
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If yes :

- a) Name of parent organisation :
- b) Date from which on deputation :

7. (a) Whether any penalty/punishment was awarded to the applicant during the last 10 years.

Yes	No
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If yes, the details thereof

- i) Civil / Criminal
- ii) Departmental Inquiry

(b) Whether any civil or criminal action or inquiry is going on against the applicant as far as his / her knowledge goes

Yes	No
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If yes, the details thereof

- i) Civil / Criminal
- ii) Departmental Inquiry

I certify that the details furnished by me in Columns 1 to 7 wherever applicable are true to the best of my knowledge & belief.

(Name & Signature of the Applicant)

STATE PUBLIC SECTOR ENTERPRISES

8. Year wise Audited Annual Turnover of the Company for 3 financial years preceding the calendar year in which the post has been advertised(e.g: 2013-14, 2014-15 and 2015-16 for a post advertised in the calendar year 2017).

Year	Company in which candidate is/was serving	Annual Turnover of the Company & F.Y.

I certify that the details furnished by me in Columns 1 to 8 wherever applicable are true to the best of my knowledge.

(Name & Signature of the Applicant)

PRIVATE SECTOR

8. Year wise Audited Annual Turnover of the Company for 3 financial years preceding the calendar year in which the post has been advertised (e.g: 2013-14, 2014-15 and 2015-16 for a post advertised in calendar year 2017).

Year	Company in which candidate is/was serving	Annual Turnover of the Company & F.Y.

- (i) the annual report for the last 3 years
 - (a) may be accessed over ____ (please provide URL), or
 - (b) enclosed

(ii) I certify that I am

(a) Working at Board level Yes No position

(b) Working at least a post of the level immediately below Board level. Yes No

(iii) Whether the company is listed Yes No if yes;

Proof of listing may be accessed over ____ (please provide URL)

(iv) Self certified copies for proof of age and educational qualifications (enclosed)

(v) The relevant jobs handled in the past with details/particular references

I certify that the details furnished by me in Columns 1 to 8 wherever applicable are true to the best of my knowledge & belief.

(Name & Signature of the Applicant)

Declaration

I Son/Daughter of hereby certify that I have not been disqualified to act as a Director under Section 164 or any other relevant sections of the Indian Companies Act, 2013.

(Name & Signature of the Applicant)

UNDERTAKINGS (as applicable)**For candidates from Central Government/Armed Forces of the Union/All India Services**

The appointment is on deputation basis. I hereby undertake to join the post, if selected. I understand that:

- (a) if I convey my unwillingness to join after the interview is held, I 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 I convey my unwillingness to join after the issue of offer of appointment I 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.

(Name and Signature of the applicant)

Date:

For candidates from CPSE

I hereby undertake to join the post, if selected. I understand that:

- (a) if I convey my unwillingness to join after the interview is held, I 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 I belong.
- (b) further, if I convey my unwillingness to join after the issue of offer of appointment I 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 I belong.

(Name and Signature of the applicant)

Date:

For candidates from SPSE/Private Sector

I hereby undertake to join the post, if selected. I understand that:

- (a) if I convey my unwillingness to join after the interview is held, I 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 I convey my unwillingness to join after the issue of offer of appointment I 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.

(Name and Signature of the applicant)

Date:

Verification

(To be filled in by the designated officer for CPSE/Central Government/Armed Forces of the Union/All India Services/SPSE)

It is certified that the particulars furnished above have been scrutinized and found to be correct as per official records.

Signature & Designation of the
Competent Authority
with Telephone No. & e-mail address