

No. : 7/57/2024-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 : 28/08/2024

सी. पी. एस. ई. का नाम NAME OF THE CPSE	National Film Development Corporation Limited
पद का नाम NAME OF THE POST	Director (HR, Film Production & Promotion)
रिक्ति की तारीख DATE OF VACANCY	01.07.2024
सी. पी. एस. ई. की अनुसूची SCHEDULE OF THE CPSE	Schedule B
पद का वेतनमान SCALE OF THE POST	Rs. 160000 – 290000 (IDA)

## I. COMPANY PROFILE

National Film Development Corporation Ltd. (NFDC), is a Public Sector Enterprises set up in 1975 under the companies Act, 1956. The Company was registered during 1980 by the merger of erstwhile Indian Motion Picture export Corporation (IMPEC) and Film Finance Corporation (FFC) and the company emerged as a Central Agency to promote Good Cinema in the country.

The Cabinet in its meeting held on 23.12.2020 has decided to merge four Film Media Units, namely Films Division (FD), National Film Archive of India (NFAI), Directorate of Film Festivals (DFF) and Children's Film Society of India (CFSI) with NFDC by expanding the Memorandum of Articles of Association (MoAA) of NFDC, which will then carry out all the activities hitherto performed by them. The process of merger has completed on 31.12.2022. The primary mandate before the NFDC is to plan, promote and organize an integrated and efficient development of the film industry in accordance with the national economic policy and objectives laid down by the Central Government from time to time. The objects of the company therefore embodies the spirit of service to the film industry and undertakes to foster excellence in cinema and to develop the state-of-the-art infrastructure as well as equity products in the audio visual and related fields. NFDC is a Schedule 'B' Mini-ratna / CPSE in Financial Services Sector under the administrative control of Ministry of information Broadcasting.

Its Registered and Corporate offices are at Mumbai, Maharashtra.

The authorized and paid up capital of the Company is Rs.45.40 crores and Rs. 45.40 crores respectively as on March 31,2024.

The company employed 46 regular employees (Executives: 18, and Non-Executives: 28) as on 31.03.2024.

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

## II. JOB DESCRIPTION AND RESPONSIBILITIES

Director (Human Resource/Production & Promotion) is a member of the Board of Directors and reports to the Managing Director. He/She is overall in charge of Human Resource Management & Administration, Film Production & Promotion functions and responsible for evolving and formulating personnel and industrial relations policies, management functions, administrative control etc. as well as implementation thereof. Overseeing the production & distribution department's day to day activities. Communication with Ministry & Govt. on production projects & adhering to the sanctioned projects. Propose the budgeting & Finalization for Pre-Production, Production & Distribution activities. Oversee smooth functioning of the Film Festivals & International Promotion vertical including budgeting, planning, team development for sustainable growth. Provide strategic direction and leadership decisions by contributing to the creative vision of the vertical to the business plans underpinning that vision.

## 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.1000 crore or more;**

(d) Private Sector in company where the annual turnover is **\*Rs.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 a Graduate with good academic record from a recognized University/Institute.

Applicants with degree in Media / Mass Communication/ Events / Marketing will be preferred.

Applicants with Post Graduate Diploma or Degree in Personnel Management / Human Resource Management or Masters in Business Administration (MBA) or Post Graduate Diploma from a recognized university/ institution will be desirable.

#### **4. EXPERIENCE:**

The applicant should have at least five years of cumulative experience/ exposure during the last ten years in organizing major Events/ Festivals/Production/Distribution/ Marketing of films and related products in an organization of repute.

Experience/Exposure in HR/Personnel Management/ Industrial Relations will be an added advantage.

#### **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)

**(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 Banks/ Financial Institutions** should be holding at Board level or at least a post of the level immediately below the 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 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 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) Below Board level in SPSE: through the concerned SPSE.

(g) 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 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 25.09.2024. Last date for nodal officers to forward applications to PESB is by 03:00 PM on 04.10.2024 . 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.**