

Employment Advertisement No. 05/2015

The Maharashtra State Electricity Transmission Company Limited (MAHATRANSCO) is the State Transmission Utility of Maharashtra and one of the largest transmission utilities in India, having workforce of about 16,000 employees, operating around 44988 CKT KM Transmission Lines, 614 EHV Sub-Stations having transformation capacity of 106488 MVA and ambitious plan of network expansion; **invites applications from the cadre of District Judge or Retired District Judge** for the post of **Chief Legal Adviser on Contract** Basis for the period of three years.

1. **NO. OF VACANCY:** - One
2. **CATEGORY:** - Open
3. **PRE-REQUISITES AS ON 19.01.2016**

Qualification	Degree in Law of recognized University
Experience	Minimum 10 years actual practice in Court of Law preferably in Mumbai or Nagpur or 10 years legal experience including at least 8 years experience of independent handling & management of legal matters in a large Solicitor's firm, proficiency in drafting legal documents including agreements and deeds with experience of similar work in a reputed Industrial Organisation is essential. Preference to candidates with special knowledge of Commercial Law & Labour Law.
Upper age limit	65 years
Method of filling the post	By deputation or by Direct Recruitment on contract basis and shall be from the cadre of District Judge or Retired District Judge.
Period of Contract	The tenure/period of Deputation or Contract shall be for 3 years, counted from the date of joining or till attaining the age of 68 years whichever is earlier.

Note:

- i) A Degree should be from a University or Institute in India, established or incorporated under Central Act or a State Act or any other qualification recognized as equivalent thereto.
- ii) The experience means Post Qualification experience, i.e. experience acquired by the candidate after the essential qualification prescribed for the post.

4. **Compensation:-**

- i. The selected candidate will be drawing salary in the pay scale of **₹ 35875-1545-43600-1710-79510**

- ii. In addition to this, he/she would be entitled to Dearness Allowance as applicable on the Basic pay and revised from time to time and other allowances/perquisites applicable to the post.
- iii. The selected candidate would also be entitled for HRA, Medical benefit, CPF, etc. as per Company's Rules.
- iv. The approximate monthly gross emoluments shall be **₹98,000/-** (without providing accommodation)
- v. In addition, company's Car, Mobile Phone, etc. will be provided for official use as per company's rules.

5. Residential accommodation:

Residential accommodation can be provided as per Company's Rules, if available.

6. Date of Birth:

Date of birth as per SSC/School leaving certificate should be mentioned in the application.

7. Methodology of Selection:

- i. The selection process shall on the basis of Personal Interviews. However, which selection process is to be adopted will be at the absolute discretion of the company and the decision of the company in this regard shall be final.
- ii. The call letter for selection process will be forwarded through e-mail on the email ID as mentioned in the application form by the candidate.
- iii. The list of candidates short listed for selection process will be made available on the website of the Company. Similarly, the list of selected candidates will also be displayed on the company's website.
- iv. The short listed candidates will have to appear for the selection process at their own cost. Traveling expenses will not be reimbursed.

8. Application Fee: ₹ 600/-

- i. Candidates shall furnish **Demand Draft (Having CTS Code)** towards application fee of **₹ 600/-** payable to the "**Maharashtra State Electricity Transmission Company Ltd.**" drawn on any **Nationalized Bank payable at Mumbai**. The candidate should write his / her Full Name & Post Applied on the backside of Demand Draft.
- ii. The Demand Draft submitted without CTS code will not be accepted and application may be rejected on the ground of non submission of application fees in prescribed manner.
- iii. Fees in the form of Cheque/Postal Order/Money order/Cash or any other form other than Demand Draft will not be accepted.
- iv. In case candidate pays less fees than applicable fees, he/she shall be held not eligible.
- v. The fees once paid will not be refunded for any reason.

9. How to apply:

- i. Application must be submitted in the Proforma given in this advertisement in a same order preferably typewritten on fullscape paper. All items of the application should be filled properly.
- ii. The envelope containing application and copies of testimonials should be superscribed as “Application for the post of Chief Legal Advisor – Advt. No. 05/2015”
- iii. Application duly filled in & signed, Original Demand Draft and attested copies of certificates in support of age, qualifications, experience specifically showing date of joining and relief, posts held, etc. should be sent / submitted well in advance to “The Chief General Manager (HR), Maharashtra State Electricity Transmission Company Ltd, Prakashganga, E-Block, Plot No, C-19, 7th floor, HR Department, Bandra-Kurla Complex, Bandra (E), Mumbai-400051” so as to reach on or before 19.01.2016.
- iv. Candidates are advised to keep one set (photocopy) of all the documents (including copy of application form, DD) with them as a proof.
- v. Applications received after due date (for whatsoever reason) shall not be entertained. The Company is not responsible for postal delay or non receipt of application within stipulated time. No correspondence in this regard shall be entertained.
- vi. Incomplete application, application without signature & without Original Demand Draft and those not supported by attested copies of relevant certificates are liable to be summarily rejected. Copies of certificates should be duly attested.
- vii. While applying for the post, if required, candidates may attach a separate sheet duly signed in the same format as given in the application form showing the detailed experience such as name of Organization, designation/post held, nature of work, etc for various positions of working indicating specific period therein.
- viii. Any request for change of address and enclosing supporting documents later on will not be entertained.

10. Important Dates:

Last Date of Receipt of applications	19.01.2016
Tentative Date of Selection Process	2nd Week of February 2016

GENERAL CONDITIONS

- 1) Before filling up the application form, candidates should first ensure that they fulfill all eligibility criteria as mentioned in the advertisement. Their admission to all the stages of the recruitment process will be purely provisional subject to verification & satisfying the prescribed eligibility criteria mentioned in this advertisement.
- 2) Candidate must be an **Indian Citizen**.
- 3) Pre-requisites are minimum and mere possession of the same does not entitle the candidate to be called for Selection process.
- 4) If the candidate knowingly or willfully furnishes incorrect or false particulars or certificates/documents or suppresses material information, he/she will be disqualified at any stage of recruitment process and if appointed, shall be liable for dismissal from the Company's service without any notice or assigning any reasons whatsoever.
- 5) It is responsibility of the candidates to submit all the required documents/certificates alongwith application form for proving his/her eligibility. Failure to produce the same will lead to disqualification.
- 6) The recruitment in MSETCL is done strictly as per merit. Canvassing in any form will disqualify a candidate.
- 7) Any request for change of address and enclosing supporting documents later on will not be entertained.
- 8) The candidate should have adequate knowledge of **Marathi**.
- 9) Employees working in Govt. / Semi. Govt. Undertaking will have to produce No Objection Certificate at the time of Interview/joining if selected.
- 10) The medium for the selection process will be **English**.
- 11) The Company reserves the right to modify or to cancel the Advertisement fully or partly on any grounds at any stage and such decision of the Company will not be notified or intimated to the candidates.
- 12) Any dispute pertaining to this recruitment process shall be within jurisdiction of the Mumbai Court.
- 13) The decision of the Company in all matters relating to recruitment shall be final and no individual correspondence will be entertained.

Sd/-
Chief General Manager (HR)

Date: 30.12.2015

11. Educational Qualifications: (Attach attested certificates):

Name of the Exam. Passed (H.S.C. and onwards)	Name of Institute/University	Year of passing	% of Marks	Division/Grade

12. a) Post Qualification Experience as on **19.01.2016**: Details of posts held from time to time:
(Start from present employer)

Sr. No	Name of the Court of Law/Solicitor's Firm etc.	Position Held	Period		Total Experience			*Nature of Job (Responsibilities handled)
			From	To	Years	Months	Days	
Total Exp.								

If required, you may attach separate sheet of the above format. The sheet must be signed by the candidate.

12. b) Knowledge of Commercial Law & Labour Law: Yes

If yes, mention below the name of Law:

Sr. No.	Commercial Law	Labour Law
1		
2		
3		
4		
5		
6		
7		

If required, you may attach separate sheet of the above format. The sheet must be signed by the candidate.

13. Full address of present Office / Department, if any:

14. a) Present Position: _____

b) Pay Scale: - _____

15. Details of affiliation with Professional Bodies/Institution/Society:

Name of the Body	Membership No.	Date of Enrollment

16. List of Publications / academic honours received:

DECLARATION

- i) I declare that all the above information and particulars are correct and that I will stand disqualified if any information is found to be incorrect at any stage.
- ii) I declare that, the documents/certificates submitted by me alongwith application form are authentic and if any document/certificate is found to be fake / forged at any stage, I shall be disqualified at any stage of recruitment process and if appointed shall be liable for dismissal from the Company's service.
- iii) I undertake to abide by all the conditions & methodology of selection mentioned in the advertisement.

Signature
Full Name _____

Place: _____

Date: _____

17. <u>Check List :</u>	Write <u>Yes or No</u> (whichever is applicable)
(i) Whether attested copies of following documents are attached:	
(a) S. S. C. / School leaving certificate for Date of Birth	
(b) Mark sheet of Degree/Post Graduate Degree etc.	
(c) Degree/Provisional Degree Certificate of Post Graduate Degree.	
(d) Post Qualification Experience certificates indicating Post Held, job responsibilities, date of joining and relief (as mentioned in application form) issued by the Competent Authority.	
(ii) Original D.D. (Having CTS Code) in favour of " Maharashtra State Electricity Transmission Co. Ltd. ", payable at Mumbai on any Nationalised Bank for appropriate amount.	
(iii) Full Name & Post Applied at the backside of Demand Draft is written	
(iv) Signed declaration (Given in the advertisement).	
(v) Pasted recent photograph at appropriate place & signed across in full	
(vi) Whether a sheet showing details of experience is attached	
(vii) Proof of Change of Name (If applicable)	
(viii) Proof of Knowledge of Marathi.	

Signature:_____

Full Name:_____
