

No. : 7/16/2024-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 : 14/06/2024

सी. पी. एस. ई. का नाम NAME OF THE CPSE	The Shipping Corporation of India Limited
पद का नाम NAME OF THE POST	Director (Personnel & Administration)
रिक्ति की तारीख DATE OF VACANCY	01.02.2025
सी. पी. एस. ई. की अनुसूची SCHEDULE OF THE CPSE	Schedule A
पद का वेतनमान SCALE OF THE POST	Rs. 180000 – 340000 (IDA)

## I. COMPANY PROFILE

The Shipping Corporation of India Limited (SCI) is a Government Company, within the meaning of section 2(45) of the Companies Act, 2013, incorporated under the Companies Act, 1956 on October 2, 1961, by the amalgamation of Eastern Shipping Corporation Limited and Western Shipping Corporation Limited by the order of Government of India, with the objective to service India's overseas and coastal seaborne trades as its primary flag carrier. It is an important player in the field of global maritime transportation, operates in almost all areas of shipping business catering to both national and international trades, including providing technical consultancy services. It has three major segments viz. Bulk Carrier & Tankers, Liner Services and Technical and Managed vessels services, besides which it also mans and operates LNG vessels on behalf of its 4 joint Ventures. It has also forayed into inland waterways transport, operating and managing IWAI's vessels through its wholly owned subsidiary Inland & Coastal Shipping Ltd.

SCI is a schedule - 'A' / Navratna CPSE functioning with the administrative jurisdiction of Ministry of Ports, Shipping & Waterways. It is a widely held listed company, with its equity shares listed on both NSE and BSE. The authorized and paid up capital of the Company was 1000 crores and Rs 465.80 crores respectively as on 31.03.2024. SCI is having its registered office at Mumbai, Maharashtra.

The Government of India has decided for strategic disinvestment of Government of India

shareholding of 63.75% in The Shipping Corporation of India Limited along with transfer of Management control to a strategic buyer. The Disinvestment process of SCI is being handled by DIPAM in coordination with the Transaction and Legal Advisors.

The Company employed 467 regular-employees (Executive 427, Non-Executive 40) as on 31.03.2024

The Ministry of Corporate Affairs vide its order dated 22/02/2023 has approved the scheme of arrangement for de-merger of Non-Core Assets of Shipping Corporation of India Limited (Demerged Company /SCI) into Shipping Corporation of India Land and Assets Limited (Resulting Company/SCILAL). After completion of necessary compliance formalities with effect from 14.03.2023, SCILAL has become an independent CPSE.

The Govt. of India has decided for strategic disinvestment of Govt. of India shareholding of 63.75% in the Shipping Corporation of India Limited along with transfer of Management control to a strategic buyer.

## II. JOB DESCRIPTION AND RESPONSIBILITIES

Director (Personnel & Administration) is a member of the Board of Directors and reports to Chairman & Managing Director. He/She is responsible for maintaining smooth industrial relations, administration and development of human resources of the Company. He/She should have the vision to develop and implement HR initiatives/strategies to meet committed business needs of the Company.

## 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>
45	2 years residual service as on the date of vacancy w.r.t. the date of superannuation.	45	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.5,000 crore or more;**

(d) Private Sector in company where the annual turnover is **\*Rs.5,000 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. Post Graduate Diploma or Degree in Personnel Management/Human Resource Management or Masters in Business Administration (MBA)/Post Graduate Diploma/Programme in Management (PGDM/PGPM) from a recognized University/Institute is desirable.

### **4. EXPERIENCE:**

The applicant should have at least five years of cumulative experience during the last ten years in various aspects of HR/Personnel Management/Industrial Relations in organization of repute. The short-listing shall also take into consideration the guidelines issued vide PESB letter No. 5/4/2021-PESB dated 05/08/2022.

### **5. PAY SCALE:**

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

##### **Eligible Scale of Pay**

- (i) Rs. 7250-8250 (IDA) Pre 01/01/1992
- (ii) Rs. 9500-11500 (IDA) Post 01/01/1992
- (iii) Rs. 20,500-26,500 (IDA) Post 01/01/1997
- (iv) Rs. 51300-73000 (IDA) Post 01/01/2007
- (v) Rs. 120000-280000 (IDA) Post 01.01.2017
- (vi) Rs. 18400-22400 (CDA) Pre-revised Post 01.01.1996
- (vii) Rs. 37400-67000 + GP 10000 (CDA) Post 01/01/2006
- (viii) Rs. 144200-218200 (Level 14) (CDA) Post 01/01/2016

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 Joint Secretary 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 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 Major General 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 12.07.2024. Last date for nodal officers to forward applications to PESB is by 03:00 PM on 22.07.2024 . 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.**