

MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO. LTD

Advertisement No. : 04 /2024

Date: 07/10/2024

India's biggest Power Distribution Company having over 2.70 Crore's consumers and dedicated pool of over 80,000 employees with Annual Revenue of over Rupees 95,000 Crore, is looking for Talented, Dynamic and Result oriented Professionals with proven track record to join on contractual basis in MSEDCL in the Challenging Role as as **Chief Legal Advisor**.

1. NO. OF VACANCIES : 1 (ONE) at Mumbai

2. PRE-REQUISITES:

S.N.	NAME OF POST	QUALIFICATION	EXPERIENCE
1	Chief Legal Advisor	Degree in Law of recognized University.	Minimum 7 (Seven) years' experience in a position of District Judge.

Note (i) : The Qualification required for the post 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.

Note (ii): Experience means post qualification experience i.e. experience acquired after possessing essential qualifications.

3. UPPER AGE LIMIT:

3.1 Should not be more than 65 years of as on date of advertisement.

3.2 Date of birth as per Secondary School Certificate (SSC) and age as on **07/10/2024** should be mentioned in the application.

4. SCALE OF PAY:

Rs. 140655 – 5980 – 272215 per month during the period of contract. Allowance and deductions as per the Rules of the Company.

5. TENURE OF CONTRACT:

Initially the period of contract will be of three years which is extendable on the basis of review of performance.

6. METHODOLOGY OF SELECTION:

- 6.1 The candidates will be shortlisted for selection process taking into consideration the qualification, experience, age, job responsibility etc.
- 6.2 The applicants shortlisted for selection process will be intimated through email only.
- 6.3 The recruitment in MSEDCL is done strictly as per merit in a systematic way giving appropriate weightage to various selection tools.
- 6.4 Canvassing in any form will disqualify a candidate.
- 6.5 If any false/incorrect information is furnished by the candidate is detected at any stage of recruitment process, his/her candidature will not be considered and if detected afterwards, the appointment shall be cancelled.
- 6.6 If the candidate knowingly or willfully furnishes incorrect or false particulars or suppresses material information, he/she will be disqualified and if appointed, shall be liable for dismissal from the Company's service without any notice or assigning any reasons whatsoever.
- 6.7 The decision of the Company in all matters relating to the recruitment shall be final and no individual correspondence will be entertained.
- 6.8 The short listed candidates will have to appear for the Personal Interview at their own cost. Travelling expenses will not be reimbursed.

7. TENTATIVE TIME SCHEDULE:

- 7.1 Last date of receipt of application: **28/10/2024**.
- 7.2 Selection Process will be held at Mumbai tentatively during November, 2024

8. APPLICATION FEES:

- 8.1 Candidates shall pay the requisite fee by way of demand draft favouring "Maharashtra State Electricity Distribution Company Limited, Mumbai" as below :

Rs.708/- (Including CGST & SGST)

- 8.2 Fees in the form of the Postal Order/Money Order/Cash will not be accepted.
- 8.3 The candidate should write his/her full name on the backside of the Demand Draft.
- 8.4 In case the selection process could not be conducted for any reason, the fees paid will not be refunded.
- 8.5 If Candidate submit his/her application form without Demand draft or less amount of demand draft his/her application will be rejected.

9. PROCEDURE TO APPLY:

- 9.1 Candidates applying for the post advertised shall ensure that they fulfill all eligibility criteria. Their admission to all the stages of the recruitment process will be purely provisional subject to satisfying the prescribed eligibility criteria mentioned in this advertisement.
- 9.2 This advertisement is published subject to the provisions of Maharashtra Civil Services (declaration of Small Family) Rules, 2005, prescribing declaration of the small family as one of the essential qualifications.
- 9.3 Employees working in Govt. / Semi. Govt. Undertaking will have to produce 'No Objection Certificate' at the time of interview.
- 9.4 Applications received after due date will not be entertained. The Company is not responsible for postal delay. The candidates are advised to keep photocopy of the Application posted.
- 9.5 Incomplete applications and those not supported by self attested copies of certificates are liable to be summarily rejected.
- 9.6 Send your Application Form in the given format along with copies of Testimonials in support of age, caste, caste validity certificate, qualifications, experience, etc., wherever necessary and Demand Draft to the office of the **ASST. GENERAL MANAGER (HR-RC), RECRUITMENT CELL, MSEDCL, 4th Floor, Prakashgad, Bandra (East), Mumbai - 51 by Speed / Registered Post/ by courier / by hand so as to reach on or before 28/10/2024.** Application format is attached below.
- 9.7 **Please write "MSEDCL ADVT. NO. 04/2024: APPLICATION FOR THE POST OF CHIEF LEGAL ADVISOR, MSEDCL" on top of the envelope.**
- 9.8 Applications received without documents and after due date (for whatsoever reason) shall not be entertained and will be summarily rejected.

10. HOW TO APPLY:

- 10.1 **Candidates are required to have a valid personal email ID.** It should be kept active during the currency of this recruitment. The company will send intimation about selection process through the registered email ID. **Under no circumstances, he/she should share/ mention email ID to/ or of any other person.**
- 10.2 In case, a candidate does not have a valid personal email ID, he/she should create his/ her new email ID before submitting application form.
- 10.3 Candidates should paste photograph & sign the application.
- 10.4 Incomplete applications and those not supported by self-attested copies of certificates are liable to be summarily rejected.
- 10.5 The name of the candidate or his / her father / husband name, etc. should be spelt correctly in the application as is in the certificates/ mark sheets. Any unjustifiable change / alteration found may disqualify the candidature.
- 10.6 Candidates are required to retain a photocopy of application submitted by them. Candidates are advised to preserve these details for future use. **No Call letters will be dispatched by post or courier etc.**

11. GENERAL CONDITIONS:

- 11.1 Candidates applying for the post advertised shall ensure that they fulfill all eligibility criteria. Their admission to all the stages of the recruitment process will be purely provisional subject to satisfying the prescribed eligibility criteria mentioned in this advertisement. Company will take up verification of eligibility conditions with reference to original documents only after the candidate has qualified the final selection process and prior to issuance of offer/appointment letter.
- 11.2 The candidate shall produce Certificate of Secondary School Certificate Examination Board or recognized University Showing passing of Secondary / School Certificate Examination or Matric or Higher Examination of University with Marathi Language. OR Certificate stating the candidate can read, write and speak Marathi Language fluently issued by Professor of Marathi Language of College / Institute affiliated to recognized University and countersigned by Principal of the said College / Institute.
- 11.3 The list of candidates called for selection process and selected for the post advertised will be intimated through email only.
- 11.4 Prescribed qualifications are minimum and mere possession of the same does not entitle the candidate to be called for Interview. The candidates will be short-listed for interview commensurate with the number of vacancies. Candidates will have to appear for the interview at their own expense.
- 11.5 The preliminary scrutiny of the applications will be carried out and only shortlisted candidates with the benchmark to be decided by the Selection Committee will be called for the selection process. Mere possession of the qualification does not entitle to be considered for calling to the selection process.
- 11.6 The candidate shall ensure that he/she fulfills the eligibility criteria regarding educational qualification, age etc. and particulars furnished in the application form are correct in all respects.
- 11.7 If any false / incorrect information furnished by the candidate is detected at any stage of recruitment process, his/her candidature/appointment will not be considered.
- 11.8 If the candidate knowingly or willfully furnishes incorrect or false particulars or suppresses material information, he/she will be disqualified and if appointed, shall be liable for dismissal from the Company's service without any notice or assigning any reasons whatsoever.
- 11.9 The decision of the Company in all matters relating to recruitment shall be final and no individual correspondence will be entertained.
- 11.10 The recruitment in MSEDCL is done strictly as per merit in a systematic way giving appropriate weight-age to each tools in the selection process. Canvassing in any form will disqualify a candidate.
- 11.11 Any request for change of date of selection process/ address and enclosing supporting documents later on etc., will not be entertained.
- 11.12 Any disputes pertaining to this recruitment process shall be within jurisdiction of the Mumbai Court.

- 11.13 The Company reserves the right to cancel the advertisement fully or partly on any grounds and such decision of the Company will not be notified or intimated to the candidates.
- 11.14 The Company reserves the right to change (cancel/ modify/ add) any of the criteria, method of selection etc.
- 11.15 All further announcement/details pertaining to this recruitment will only be published on MAHAVITARAN authorized website www.mahadiscom.in from time to time.

MSSEDCGL

ADVT NO. 04/2024: APPLICATION FORM FOR THE POST OF CHIEF LEGAL ADVISOR

(Before filling the form, please read the instructions mentioned in the advertisement carefully)

Please Affix
your
recognizable
recent Passport
size photograph
with sign across

1. Name in full: (In Capital Letters)

Surname	First Name	Middle Name

2. Full Address for Correspondence:

Mobile No.:	P I N
E-mail ID:	

3. a) Date of Birth:

D	D	M	M	Y	Y
---	---	---	---	---	---

b) Age as on 07/10/2024. : _____ Years _____ Months _____ Days

4. Qualification Details :

a) Educational / Professional Qualification :

Degree / P.G. with name of the University / Institution	Year of Passing	Percentage of Marks & Class

b) Details of affiliation with Professional Bodies/Institution/Society:

Name of the Body	Membership No	Since When

5. Experience :

Details of posts held from time to time: (From present assignment to previous one)

Sr. No.	Position Held (District Judge only)	Period		Total Experience	
		From	To	Years	Months
		Total Exp.			

* Attach separate sheet if required

6. Demand Draft Details: (Drawn in favour of MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO. LTD., payable at Mumbai)

Name of the Bank	Branch	Demand Draft No. (6 Digits)	MICR No. (9 Digits)	Amount

7. List of Publications/academic honors received:

Declaration:

(i) I declare that I have ____ Number of living children as on today, out of which number of children born after 28/03/2005 is _____. I am aware that if any total numbers of living children are more than two due to the children born after 28/03/2006, I am liable to be disqualified for the post applied.

(ii) I hereby declare that all the above information and particulars are correct and that I will stand disqualified if any information in pursuance to Advt. No. 04/2024 is found to be incorrect at any stage and my services will be terminated in case of appointment.

I understand that in the event of any information being found untrue or incorrect at any stage or I am not satisfying any of the eligibility criteria stipulated or unable to produce any certificate/documents as mentioned in any application and also in case of creating influence/undue pressure regarding recruitment shall tantamount to cancellation of my candidature.

(iii) Whether facing any Charge sheet for the criminal offences in any of the court or any FIR for criminal offence is registered against you in any of the police station.: YES/NO

If Yes, give details:

Place _____

Signature _____

Date _____

Full Name _____

Note: Self attested copies of Testimonials in support of age, category, qualifications, experience etc. may be furnished, wherever necessary.