

ADVERTISEMENT FOR THE POST OF MANAGING DIRECTOR, CENTRAL COTTAGE INDUSTRIES CORPN. OF INDIA LTD. (CCICIL)

NAME OF THE PSU	CENTRAL COTTAGE INDUSTRIES CORPN. OF INDIA LTD. (CCICIL)
NAME OF THE POST	MANAGING DIRECTOR (MD)
DATE OF VACANCY	1.6.2014
SCHEDULE OF THE CPSE	'C'
SCALE OF THE POST	<u>Rs. 65000-75000/- (Revised/IDA)</u>

1. COMPANY PROFILE

Central Cottage Industries Corporation of India Limited (CCICIL) was incorporated under the India Companies Act, 1956 with the objective to promote, develop, aid, and assist Cottage Industries by the organizing product sales in India and abroad. CCICIL is a Schedule 'C' CPSE in Trading and Marketing Services sector, under the administrative control of the Ministry of Textiles.

Its Registered and Corporate Offices are at New Delhi.

The authorised and paid up share capital of the Company was Rs. 12 crore and Rs. 10.85 crores respectively as on March, 2013.

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

2. JOB DESCRIPTION AND RESPONSIBILITIES:

The Managing Director is the Chief Executive of the Corporation and accountable to its Board of Directors and Government. He is responsible for the efficient functioning of the Corporation for achieving its corporate objectives and performance parameters.

3. ELIGIBILITY:

I. AGE: As on 29.3.2014:-

- i. Minimum 40 years.
- ii. Maximum 55 years.

The age of superannuation is 60 years.

II. QUALIFICATION AND EXPERIENCE:

Essential:

The applicant should be a graduate with good academic record from a recognized university/institution. He should possess adequate experience at a senior level of management in a large organization of repute.

Desirable:

- (a) Persons with Technical/MBA qualifications and having experience in administration, management and familiarity with Finance will be given preference.
- (b) Experience in Marketing/production sectors and knowledge of Textiles/Handloom / Handicrafts Sectors will have added advantage.
- (c) Experience in:
 - (i) Sourcing of handicrafts and textiles;
 - (ii) Marketing of textiles, handlooms and handicrafts at State/National level,
 - (iii) Handling cluster development programmes;
 - (iv) Running a State-level Corporation dealing with textiles, handlooms and handicrafts;

III. PAY SCALE/TURNOVER:

- (a) Central Public Sector Executive.

Executives holding posts in the pay scale of:

Rs. 6250-7475 (IDA)

Rs. 8250-10050 (IDA) POST 01.01.1992

Rs. 18500-23900 (IDA) POST 01.01.1997

Rs. 43200-66000 (IDA) Post 01.01.2007

Rs.14300-18300 (CDA)

Rs.37400-67000 + GP Rs. 8700 (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) State Public Sector Executive

Executives working in companies where the annual turnover is in excess of Rs. 50 crore.

(c) Government Officers

Provided that notwithstanding the qualification and experience prescribed, Government Officers of the level of Director in Govt. of India or on equivalent scale of pay or Officers of the level of Brigadier in the Army or equivalent rank in Navy/Air Force on the date of Vacancy with adequate experience in the relevant field will be eligible for consideration on Deputation basis.

4. DURATION OF APPOINTMENT:

The appointment shall be for a period of upto **May 2018** or upto the date of superannuation, or until further orders, whichever is the earliest.

SUBMISSION OF APPLICATIONS:

Prospective candidates from the Central Public Sector and Government officers shall send their applications, through proper channel, in the format at Annexure I.

State Public Sector Executives shall submit their applications, in the format at Annexure II, along with

- (i) A write up on the significant contributions made by them during their present/past assignments and their suitability for the post.
- (ii) The annual report for the last audited financial year, or annual turnover figures duly certified by the Company Secretary/CFO.
- (iii) The applications for various categories of the officers are routed through proper channel as follow:
 - (a) For Government Servants through Cadre Controlling authority with vigilance clearance, cadre clearance deputation for 4 years, ACRs of last 5 years.
 - (b) For CMDs/MDs/Directors in CPSE, the concerned Administrative Ministry.
 - (c) For below Board level in CPSE, the concerned CPSE.
 - (d) For CMD/MD in State PSE, State Government.
 - (e) State PSE/State Joint Venture, the concerned SPSE.

ANNEXURE I

**APPLICATION FORM FOR CENTRAL PUBLIC SECTOR EXECUTIVES /GOVT. OFFICERS
[THROUGH PROPER CHANNEL]**

(Note: Any column left blank will make the application incomplete and liable for rejection.)

1. Name of the post applied for: _____

2. (a) Name _____

(b) Identification Number (For Defence Service personnel) _____

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

(d) Office Address: _____

3. Address for communication _____

4. Telephone No: Office _____ Residence _____ FAX No. _____
Mobile No. _____ E-Mail address _____

5. Date of Birth _____ Age as on date of vacancy _____

6. Eligibility criteria:

	As per job description	Possessed by the officer	Whether eligible or not
Educational/professional qualifications(alongwith the name of Institutions)			
Pay Scale			
Length of service in eligible pay scale			

7. Positions held during the preceding ten years:-

Sl. No.	Designation, and place of posting	Organisation	From	To	Pay scale
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					

7(a). Details of experience relevant for the advertised post and job description, out of 7 above:

Sl. No.	Designation, and place of posting	Organization	From	To	Pay scale	Nature of experience
1.						
2.						
3.						
4.						

Note : 1. You may attach a write up, if you wish, **not exceeding two pages**, in support of your candidature”.

8. Do you hold lien in any other organization?

Yes	No
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If yes:

- a) name of the organization in which the lien is held.
- b) the date from which the lien is held

Are you on deputation?

Yes	No
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If yes:

Date from which you have been on deputation.

9.(a) Whether any punishment awarded to the applicant during the last 10 years

Yes	No
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If yes, the details thereof

9 (b) Whether any action or inquiry is going on against him as far as his knowledge goes.

Yes	No
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If yes, the details thereof

10. Whether available for post for four years Yes/No

I certify that the details furnished by me in Cols. 1 to 10 are true and I am eligible for the post.

I further submit my willingness that I will join the post, if selected. In case, if I give my unwillingness after the interview is held, but before the appointment is processed or after issue of offer of appointment, I may be debarred for a period of two years for being considered for a Board level post in any PSE other than the one to which I belong to.

(Name and Signature of the applicant)

Date:

(To be filled by the PSU/Ministry /Department concerned)

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 Forwarding
Authority with Telephone no. & office Seal.

**APPLICATION FORM FOR STATE PUBLIC SECTOR EXECUTIVES/EXECUTIVES FROM
THE PRIVATE SECTOR**

1. Name of the post applied for: _____
2. (a) Name _____
- (b) Designation of the Applicant (in full) _____
- (c) Office Address: _____
3. Address for communication _____
4. Telephone No: Office _____ Residence _____ FAX No. _____
- Mobile No. _____ E-Mail address _____
5. Date of Birth _____ Age as on date of vacancy _____

6. Eligibility criteria:

	As per job description	Possessed by the officer	Whether eligible or not
Educational/professional qualifications(alongwith the name of Institutions)			
Pay Scale			
Length of service in eligible pay scale			

7. Positions held during the preceding ten years:-

Sl. No.	Designation, and place of posting	Organisation	From	To	Pay scale
1.					
2.					
3					
4					
5					
6					
7					
8					

7(a). Nature and duration of experience relevant for the advertised post and job description:

Sl. No.	Designation, and place of posting	Organisation	From	To	Pay scale
1.					
2.					
3					
4					

8. Annual Turnover of the Company where the candidate is employed (Certified copy to be attached):
Turnover Rs. _____ for the year _____ .

9. I certify that:

(i) the annual report for the last audited financial year, or annual turnover figures duly certified by the Company Secretary/CFO is enclosed at Encl. I.

(ii) a write up on the significant contributions made by me during the present/past assignments and my suitability for the post is enclosed at Encl. II.

(iii) I am working at Board level position/ or reporting directly to a Director on the Board i.e. one level below Board level.

(iv) The Company in which I am working is listed on the _____ stock exchange.
(Name)

A proof of listing is at Encl. III.

Declaration

I son of hereby certify that I have not been disqualified to act as a Director under Section 274 or any other relevant sections of the Indian Companies Act, 1956.

I also certify that I am not facing any charge of, nor have ever been convicted for, any act of moral turpitude or economic offence.

I further submit my willingness that I will join the post, if selected. In case, if I give my unwillingness after the interview is held, but before the appointment is processed or after issue of offer of appointment, I may be debarred for a period of two years for being considered for a Board level post in any PSE other than the one to which I belong to.

(Name and signature of the applicant)