



(CIN: U40109MH2005SGC153645)

MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO. LTD

Advertisement No. : 03 /2023

Date: 01/03/2023

India's biggest Power Distribution Company having over 2.17 Crore's consumers and dedicated pool of over 80,000 employees with Annual Revenue of over Rupees 50,000 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 **Legal Advisor**.

1. **NO. OF VACANCIES:** 3 (Three) For Aurangabad, Kalyan and Nagpur

2. **PRE-REQUISITES:**

S.N.	NAME OF POST	QUALIFICATION	EXPERIENCE
1	Legal Advisor	Degree in Law of recognized University.	Minimum 3 (Three) 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 63 years of as on last date of submission of application i.e. **15/03/2023**

3.2 Date of birth as per Secondary School Certificate (SSC) and age as on **15/03/2023** should be mentioned in the application.

4. **SCALE OF PAY:**

Rs.92380-3980-112280-4405-204785 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. Traveling expenses will not be reimbursed.

7. **TENTATIVE TIME SCHEDULE:**

- 7.1 Last date of receipt of application: **15/03/2023**
- 7.2 Selection Process will be held at Mumbai tentatively during March, 2023 (Last week)

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.

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, qualifications, experience, etc; wherever necessary and Demand Draft to the office of the **Chief General Manager (HR), Maharashtra State Electricity Distribution Company Ltd, 4th Floor, Prakashgad, Bandra (East), Mumbai - 51** by Speed / Registered Post / by courier so as to reach on or before **15/03/2023**. **Application format is attached separately.**

9.7 Name of post applied for must be written on the envelope clearly.

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 During the contractual period, the candidate may transferred to the other location as per the requirement of the Company.
- 11.13 Any disputes pertaining to this recruitment process shall be within jurisdiction of the Mumbai Court.
- 11.14 The Company reserves the right to change (cancel/ modify/ add) any of the criteria, method of selection etc.
- 11.15 All further announcements/ details pertaining to this recruitment will only be published/ provided on MAHAVITARAN authorized website www.mahadiscom.in from time to time.
