



**Gujarat Urja Vikas Nigam Limited (GUVNL)** is the **Holding Company** of 06 (six) functional entities created as a part of restructuring of erstwhile Gujarat Electricity Board (GEB). GUVNL is engaged in the business of bulk purchase and sale of electricity, Supervision, Co-ordination and facilitation of the activities of its Six Subsidiary Companies viz. GSECL, GETCO, PGVCL, UGVCL, MGVCL & DGVCL. GUVNL recorded last turnover of **Rs. 50,917 Crores.** The combined strength of employees in GUVNL & Subsidiary Companies is more than **60,000.** GUVNL & Subsidiary Companies have been ranked as one of the Best State Power Sector Companies.

In order to fill in the post of Chief Finance Manager in GUVNL & Subsidiary Companies, applications are invited from suitable candidates meeting the following criteria.

**CHIEF FINANCE MANAGER**

Sr. No.	Criteria	Description
01.	Qualification	CA / ICWA
02.	Experience	15 (fifteen) years' post-qualification experience in a Central / State / Public Sector Undertaking or in a Public Limited Company having turnover not less than Rs.5 00 Crores per annum. Out of 15 (fifteen) Years, 05 (five) Years' experience should be in a Senior Management Cadre of the Finance & Accounts Department and/or Commerce Department. Experience in Power Sector Companies shall be preferred.
03.	Job Description	<ol style="list-style-type: none"> <li>01. Preparation of Annual Accounts – both Standalone and Consolidated under the Companies Act, 2013 and IndAS issued by ICAI.</li> <li>02. Working Capital Management</li> <li>03. Preparation of Accounts and Investment of Corpus of CPF / Gratuity Trust.</li> <li>04. Monitoring of Payments &amp; Receipts for the sector as a whole.</li> <li>05. Preparation of MIS data, Board Notes etc.</li> <li>06. Dealing with Statutory, Internal &amp; C &amp; AG Auditors.</li> <li>07. Handling Income-Tax &amp; Goods &amp; Service Tax Assessments, filing of Returns, Appearing before IT Authority, filing of Appeals before Appellate Authorities.</li> <li>08. Employees' Salary &amp; Tax planning.</li> <li>09. Finalization of Accounts related to Power Purchase.</li> <li>10. Reconciliation of Accounts and correspondence with Suppliers, Buyers, etc.</li> <li>11. Processing of payment and scrutiny of Power Purchase bills, Transmission, Open Access, consultants, legal and miscellaneous.</li> </ol>

		<p>12. Regulatory and Legal matters related to Power Purchase and Open Access.</p> <p>13. Procurement of Power under Short Term, Medium Term and Long Term.</p> <p>14. Ensuring timely payments of applicable Taxes and TDS, filing of Tax Returns and compliance of Audit etc.</p> <p>15. Incidental work related to above activities.</p>
04.	Age Limit	<p>Maximum 45 Years as on the date of Advertisement.</p> <p>The upper age limit shall not be applicable in case of Departmental Candidates</p>
05.	Pay Scale	Rs.1,29,800 – Rs.2,02,700/- per annum & Allowances
06.	CTC	Approximate CTC works out to 31.00 lacs p.a. which includes liberal perks like Housing Facility, Medical Reimbursement, Leave Travel Concession, encashment of Earned Leaves, Provident Fund, Performance Based Incentive etc.

**VACANCIES:**

Total 01 Vacancy, however in future more vacancies may occur.

The Tentative Roster position for current vacancy of Chief Finance Manager is as under:

No. of Vacancies	Caste to be filled with
1	SEBC

- The stated vacancies with roster position are probable and the actual vacancies and roster position may vary. Actual vacancies and subsequent vacancies are subject to promotions, retirement, separation on any other account, sanction, abolition of post, compassionate appointments, Internal Recruitment etc. No. candidate shall claim a right based on the above stated vacancies/Roster Position.
- State Government policy for reservation of women & Domicile shall be followed.

If you meet the above criteria & have the drive and passion towards the profession and willing to make a career in the Power Sector in Gujarat, [Apply online](https://www.guvnl.com/guvnl_vacancies.html) on [https://www.guvnl.com/guvnl\\_vacancies.html](https://www.guvnl.com/guvnl_vacancies.html). Starting date of registration is **01.03.2024 10.00 am** and last date of registration is **20.03.2024 06.00 pm.**

Also send soft copy of the duly filled in application format along with scanned copies of relevant documents as under on [gujaraturja@gebmail.com](mailto:gujaraturja@gebmail.com) by email. The last date of submission of documents is 20/03/2024 till 06.00 pm. Application from a person who does not fulfill the eligibility criteria shall not be entertained.

## LIST OF DOCUMENTS TO BE EMAILED ALONG WITH THE APPLICATION.

### Attested copy of:

01. Online Application Form, duly filled along with one passport size photograph, affixed on the space provided on the application form. Resume/ Curriculum Vitae.
02. School Leaving Certificate
03. Copy of all mark-sheets of Degrees.
04. Degree Certificate.
05. Valid Caste (Roster Category) Certificate of Reserved category of Gujarat State.
06. SEBC candidates who fulfill the qualification and age criteria shall have to submit valid Non-Creamy Layer Certificate issued (in Gujarati –પરિશિષ્ટ ક/ પરિશિષ્ટ -૪ (ગુજરાતી) by the Competent Authority of Gujarat State.
07. Certificate specifying the percentage equivalent to grades (if applicable).
08. In case of Persons with Disabilities Candidates, Valid Certificate of Civil Surgeon required. (showing % of Disability).
09. Experience Certificates and Relieving Letters.
10. NOC from present employer for candidates working in Govt./ Semi Govt./PSU/ Public Ltd.(if applicable).
11. Domicile certificate.
12. Identification Proof (Voter ID/ Pan Card/Aadhaar Card/Driving License etc).
13. In case of departmental candidates, copy of appointment order and employee ID card should also be attached in addition to the above documents.
14. Residential Address Proof (Electricity Bill/Telephone Bill/Ration Card, etc).
15. Any Other Certificate/document applicable.
16. Proof of Turnover of present company.

### HELP DESK

For any query you may contact Ms. Shikha Sheth on 6359638595 or send an Email on [gujaraturja@gebmail.com](mailto:gujaraturja@gebmail.com) .

### GENERAL TERMS AND CONDITIONS:

The Candidates are requested to carefully read the terms and conditions stated below:

01. Candidates are required to submit **ONLINE APPLICATION** only.
02. The candidates shortlisted for Online Test/ Personal Interview on basis of their “on line applications” shall not be required to submit photocopies of all the relevant certificate at present and the same shall be submitted alongwith original certificates for verification as and when required.

03. The Management reserves the right to short-list, select and reject any candidates for Online Test/Personal Interview as the case may be for selection.
04. The Management reserves the right to cancel the Selection List / Waiting List at any time at its sole discretion, without assigning any reasons thereof.
05. Filling up of the post is at the discretion of Management based on suitability of candidates. The management in all matters relating to eligibility, acceptance or rejection of the application made, shall be final and management will not entertain any enquiry or correspondence in this regard.

Any Amendment by GUVNL in regard to Pay Scale, Service Rules and Other Terms & Condition in future shall be part of above Recruitment Process, shall be binding on the Candidates.

06. The candidates who have been given grades in their result (graduation) shall have to submit a certificate issued by their University/Institute specifying percentage equivalent to the grades obtained by them along with decimals.
07. Mere submission of online application does not guarantee the adequacy of candidature for being considered for the further selection process.
08. While preparing selection list, if two or more candidates found with equal marks in Exam, they will be kept in merit according to their date of birth i.e. older will be kept in priority to younger and if the date of birth is also found same, then they will be kept in priority according to alphabet seniority of name. The Selection List as and when required as per the vacancy position shall be drawn from result published. The result published shall be valid for the period of one year from the date of publication.
09. In case of name or caste differs due to marriage or any other reason in educational certificates; then candidates are required to attach the copy of Gazette for transfer of name or caste, failing which, the candidature for the further process will be rejected.
10. No travelling fare will be paid to any candidates for attending the Online Test/Personal Interview as the case may be.
11. The selection procedure shall comprise of Online Test/ Personal Interview as per provisions of GUVNL Circular dtd. 07.12.2018 as under:  
  
Selection for the post of CFM shall be made on the basis of Personal Interview, if numbers of eligible candidates are 20 or less. Otherwise, the selection will be carried in two stages i.e. Online MCQ based Evaluation Test & Personal Interview having equal weightage of 50% each.
12. The candidates working in Government / Semi Government or PSU Organization shall have to produce “**NO OBJECTION CERTIFICATE**” from the concerned organization at the time of Personal Interview as the case may be, failing which, their candidature will be disqualified.

If the selected candidate working in any Company or Organization, He/She shall have to produce relieving letter from the previous Employer at the time of resuming his/her duty, failing which, his/her Appointment Order, shall stand cancelled.

13. Candidates are requested to apply Online only, if they are fulfilling requisite criteria. candidate has to doubly ensure that he/she fulfill all the requisite criteria. All the documents of selected Candidates shall be verified at appropriate stage and if found not fulfilling any criteria, his/her candidature shall be cancelled immediately and his/her short listing in selection list shall not be a ground for claiming employment/ recruitment.
14. SEBC candidates who fulfill the criteria shall have to submit valid Non- Creamy Layer Certificate issued (in Gujarati –પરિશિષ્ટ “ક”/પરિશિષ્ટ-૪(ગુજરાતી) by the Competent Authority of Gujarat State.
15. Candidates are requested to visit on [https://www.guvnl.com/guvnl\\_vacancies.html](https://www.guvnl.com/guvnl_vacancies.html) or regular updates regarding schedule of test and other relevant notifications. The GUVNL does not owe any responsibilities in this regard, if any candidate fail to note latest updates, no claims shall be entertained.
16. In case of selection, the candidates have to fulfill the requisite physical fitness standards as per company's rules.
17. Interested candidates meeting above criteria may apply “on line” **and complete all the tasks as mentioned in online registration portal on or before 20.03.2024 before 06.00 P.M.**
18. Application received after closing date and time shall not be accepted under any circumstances.
19. Canvassing in any form shall debar the candidate from selection.

**J T RAY**  
**GENERAL MANAGER (HR)**