



MAHAVITARAN

Maharashtra State Electricity Dist.Co.Ltd
(A Govt. of Maharashtra Undertaking)
CIN : U40109MH2005SGC153645

HR/RC/F.No.41/
Maharashtra State Electricity Distribution Co.Ltd.
Estrella Batteries Expansion Building,
Ground Floor, Plot No. 1,
Dharavi Road, Matunga,
Mumbai – 400 019.

ADMINISTRATIVE CIRCULAR NO. 687 DATE 20/01/2025

Sub.: Procedure for shortlisting the candidates for selection process/activity for the post of Chief Engineer (Distribution) under direct recruitment.

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The issue regarding short listing the candidates for selection process/activities for the post of Chief Engineer (Distribution) under direct recruitment has been under examination for some time.

2. Now as per Adm. Circular No. 01 dated 29/09/2005, the Managing Director has accorded approval for the procedure to shortlist the candidates for the selection process/activities related to the post of Chief Engineer (Distribution) under direct recruitment. Accordingly, the approved procedure is as under:

“(c) Candidates eligible for promotion to the post of Chief Engineer (Distribution), based on their Annual Confidential Report (ACR) ratings in accordance with the company's rules, will be shortlisted for the subsequent stage of Assessment Centre Process.

(d) The subsequent stage of the Assessment Centre Process may involve activities such as In -Basket Writing and In-Basket Interaction Exercise, Presentation Writing and Presentation Making Exercise, Group Discussion Exercise, Case Discussion Exercise. Candidates will then be shortlisted for personal interview based on their performance in the In-Basket Exercises & Committee Exercises, Presentation and Group Discussion etc.”

3. This Administrative Circular comes into force with immediate effect.
4. This Administrative Circular is available on Company's Employee Portal/E-Library.

(Bhushan Kulkarni)
Chief General Manager (HR)