

#### GAD/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**.

### CORRECTION SLIP NO. 24 DATE 06/04/2010

[ To Classification & Recruitment Regulations, 2005]

Sub: Revising the pre-requisites for the posts in Technical & Non-Technical cadres for direct recruitment and internal notification.

In exercise of the powers delegated to him vide Adm.Circular No.1 dated 29/09/2005, the Managing Director in consultation with Director(Projects), Director(Operations) and Director(Finance) has accorded approval to revise the existing pre-requisites for direct recruitment and internal notification for the following posts in Technical & Non-Technical cadres:

Sr.	Name of the	Sr.Nos. appearing in the Schedules appended to Classification &
No	Post	Recruitment Regulations,2005
1.	Executive	Sr.No.1 under Pay Group-I (Technical Posts) of Schedule A-1 appended to
	Director(Dist.)	Classification & Recruitment Regulations, 2005.
2.	Chief Engineer	Sr.No.2 under Pay Group-I (Technical Posts) of Schedule A-1 appended to
	(Dist.)	Classification & Recruitment Regulations, 2005.
3.	Supdtg.	Sr.No.4 under Pay Group-I (Technical Posts) of Schedule A-1 appended to
	Engineer (Dist.)	Classification & Recruitment Regulations, 2005.
4.	Executive	Sr.No.5 under Pay Group-I (Technical Posts) of Schedule A-1 appended to
	Engineer(Dist.)	Classification & Recruitment Regulations, 2005.
5.	Dy.Executive	Sr.No.7 under Pay Group-I (Technical Posts) of Schedule A-1 appended to
	Engineer(Dist.)	Classification & Recruitment Regulations, 2005.
6.	Assistant	Sr.No.1 under Pay Group-II-A (Technical Posts) of Schedule A-1 appended to
	Engineer(Dist.)	Classification & Recruitment Regulations, 2005.
7.	Jr.Engineer	Sr.No.2 under Pay Group-II-A (Technical Posts) of Schedule A-1 appended to
	(Dist.)	Classification & Recruitment Regulations, 2005.
8.	Sub-Engineer	Sr.No.2 under Pay Group-III (Technical Posts) of Schedule A-1 appended to
	(Dist.)	Classification & Recruitment Regulations, 2005.
9.	Chief Engineer	Sr.No.3 under Pay Group-I (Technical Posts) of Schedule A-1 appended to
	(Civil)	Classification & Recruitment Regulations, 2005.
10.	Supdtg.	Sr.No.5 under Pay Group-I (Technical Posts) of Schedule A-1 appended to
	Engineer (Civil)	Classification & Recruitment Regulations, 2005.
.11.	Executive	Sr.No.6 under Pay Group-I (Technical Posts) of Schedule A-1 appended to
	Engineer(Civil)	Classification & Recruitment Regulations, 2005.
12.	Dy.Executive	Sr.No.8 under Pay Group-I (Technical Posts) of Schedule A-1 appended to
	Engineer(Civil)	Classification & Recruitment Regulations, 2005.
13.	Assistant	Sr.No.2 under Pay Group-II-A (Technical Posts) of Schedule A-1 appended to
	Engineer(Civil)	Classification & Recruitment Regulations, 2005.
14.	Jr.Engineer	Sr.No.4 under Pay Group-II-A (Technical Posts) of Schedule A-1 appended to
	(Civil)	Classification & Recruitment Regulations, 2005.
15.	Sub-Engineer	Sr.No.3 under Pay Group-III (Technical Posts) of Schedule A-1 appended to
	(Civil)	Classification & Recruitment Regulations, 2005.
16.	Executive	Sr.No.1 under Pay Group-I (Non-Technical Posts) of Schedule A-2 appended to
	Director(HR)	Classification & Recruitment Regulations, 2005.
17.	General	Sr.No.7 under Pay Group-I (Non-Technical Posts) of Schedule A-2 appended to
	Manager(P)	Classification & Recruitment Regulations, 2005.

18.	Chief Legal	Sr.No.11 under Pay Group-I (Non-Technical Posts) of Schedule A-2 appended
	Adviser	to Classification & Recruitment Regulations, 2005.
19.	Dy.General	Sr.No.9 under Pay Group-I (Non-Technical Posts) of Schedule A-2 appended to
	Manager(P)	Classification & Recruitment Regulations, 2005.
20.	Law Officer/	Sr.No.12 under Pay Group-I (Non-Technical Posts) of Schedule A-2 appended
	Legal Adviser	to Classification & Recruitment Regulations, 2005.
21.	Manager(P)	Sr.No.14 under Pay Group-I (Non-Technical Posts) of Schedule A-2 appended
		to Classification & Recruitment Regulations, 2005.
22.	Dy.Manager(P)	Sr.No.17 under Pay Group-I (Non-Technical Posts) of Schedule A-2 appended
		to Classification & Recruitment Regulations, 2005.
23.	Assistant	Sr.No.22 under Pay Group-I (Non-Technical Posts) of Schedule A-2 appended
	Manager(P)	to Classification & Recruitment Regulations, 2005.
24.	Jr.Manager(P)	Sr.No.3 under Pay Group-II (Non-Technical Posts) of Schedule A-2 appended
		to Classification & Recruitment Regulations, 2005.
25.	General	Sr.No.6 under Pay Group-I (Non-Technical Posts) of Schedule A-2 appended to
	Manager(F&A)	Classification & Recruitment Regulations, 2005.
26.	Manager(F&A)	Sr.No.13 under Pay Group-I (Non-Technical Posts) of Schedule A-2 appended
		to Classification & Recruitment Regulations, 2005.
27.	Dy.Manager	Sr.No.15 under Pay Group-I (Non-Technical Posts) of Schedule A-2 appended
	(F&A)	to Classification & Recruitment Regulations, 2005.
28.	Assistant	Sr.No.20 under Pay Group-I (Non-Technical Posts) of Schedule A-2 appended
	Manager(F&A)	to Classification & Recruitment Regulations, 2005.
29.	Jr.Manager ,	Sr.No.2 under Pay Group-II (Non-Technical Posts) of Schedule A-2 appended
	(F&A)	to Classification & Recruitment Regulations, 2005.
30.	Dy.General	Sr.No.4 under Pay Group-I (Information Technology Posts-System Wing) of
	Manager(IT)	Schedule A-3 appended to Classification & Recruitment Regulations, 2005.
31.	System Analyst	Sr.No.5 under Pay Group-I (Information Technology Posts-System Wing) of
		Schedule A-3 appended to Classification & Recruitment Regulations, 2005.
32.	Programmer	Sr.No.6 under Pay Group-I (Information Technology Posts-System Wing) of
		Schedule A-3 appended to Classification & Recruitment Regulations, 2005.
33.	Assistant	Sr.No.1 under Pay Group-II (Information Technology Posts-System Wing) of
	Programmer	Schedule A-3 appended to Classification & Recruitment Regulations, 2005.
34.	Computer	Sr.No.2 under Pay Group-II (Information Technology Posts-Operating Wing)
	Operator	of Schedule A-3 appended to Classification & Recruitment Regulations, 2005.
35.	Asstt. Computer	Sr.No.3 under Pay Group-II (Information Technology Posts-Operating Wing)
	Operator	of Schedule A-3 appended to Classification & Recruitment Regulations, 2005.

- 2. The revised pre-requisites for direct recruitment and internal notification for the above posts are shown in Annexure 'A' enclosed.
- 3. Consequently, the revised pre-requisites for direct recruitment and internal notification for the above posts appearing in the Classification & Recruitment Regulations, 2005 shall stand replaced as per the Annexure 'A' to this Correction Slip.
- 4. This Correction Slip shall come into force with immediate effect.
- 5. This Correction Slip is also available on Company's website i.e. www.mahadiscom.in.

Encl: as above.

Chief General Manager (P)

To

All as per mailing list upto Division level of MSEDCL

### ANNEXURE - 'A'

## PRE-REQUISITES FOR DIRECT RECRUITMENT

### **DISTRIBUTION CADRE**

SR.	NAME OF	EX	ISTING	REVISED		
NO.	POST	QUALIFICATION	EXPERIENCE	QUALIFICATION	EXPERIENCE	REMARKS
1	2	3	4	5	6	7
1	Executive Director (Dist.)	Telecommunication/ Electronics or equivalent degree.	administrative experience considerable experience in Planning/ Designing/Construction/ Operation & Maintenance/Testing	Administration.	qualification experience in Distribution or Transmission in Power Sector, out of which 5 years in a senior Managerial	57 yrs. subject to approval of M.D. on each occasion of recruitment.

2	Chief Engineer	Essential: Bachelor's	Essential: Must possess post	Essential: Bachelor's Degree or	Essential: Must possess post	
	(Dist)	Degree or Master's Degree	qualification experience in	Master's Degree in Electrical	qualification experience in	·
1		in Electrical Engineering/	Power Sector of not less than 15	Engineering/ Technology or its	Distribution or Tramission in	
	,	Technology or its equivalent	years, out of which 5 years in the	equivalent.	Power Sector of not less than 15	
ļ		Preferable: Two years full	Senior Managerial level/ Selection	Preferable: Two years full time	years, out of which 5 years in	e i i i i i i i i i i i i i i i i i i i
				or three years part time Post		
		Time Post Graduate Degree	=	*	Superintending Engineer/	
1	1			Management/ Administration with		
				specialization in finance or		
1	·	4	which 5 years in Senior	· <del>-</del>	case of candidate possessing	•
1	' '	*	· · ·	Management or Operational		
ĺ				Research or System or Power	•	
		<del>-</del>	-	Management from NPTI OR Post	1.	
		-	=	Graduate Diploma in Energy	,	
		Post Graduate Diploma in		Management with specialization in		
		Energy Management with		Power Distribution awarded by		
1		specialization in Power	Head of the Training Institute	MDI, Gurgaon.	Engineer OR Serving or Ex	
1		Distribution awarded by			Armed Forces' Officer having	
		MDI, Gurgaon.			held the rank of Lt. Colonel or	
				€ 1	above.	
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3	Suptg.	Essential: Bachelor's Essential: Must possess post Essential: Bachelor's Degree or Essential: Must possess post	
1	1	Degree or Master's Degree qualification experience in Power Master's Degree in Electrical qualification experience in	
	(Dist.)	in Electrical Engineering/Sector of not less than 12 years, Engineering/ Technology or its Distribution or Transmission in	
		Technology or its equivalent, out of which 5 years in equivalent.  Power Sector of not less than 12	
		Preferable: Two years full Managerial position/ Class 'A' / Preferable: Two years full time years, out of which 5 years in	The first service of the service of
1		time or three years Part Class I services. In case of or three years part time Post Class I services like Executive	
1		Time Post Graduate candidate possessing Preferential Graduate Degree in Engineer/Dy. Executive	
	1	Degree in Management/qualification – Post qualification Management/ Administration with Engineer or 3 years as Executive	
1		Administration with experience of 10 years out of specialization in finance or Engineer. In case of candidate	
	1.	specialization in finance which 5 years in Managerial Marketing or Material possessing Preferential	
		or Marketing or Material position / Class 'A' / Class I Management or Operational qualification – Post qualification	
1		Management or Operational services OR Serving or Ex Research or System or Power experience of 10 years out of	
		Research or System or Armed Forces' Officer having Management from NPTI OR Post which 5 years in position like	
		Power Management from held the rank of Lt. Colonel Graduate Diploma in Energy Executive Engineer / Dy.	
1	}	NPTI OR Post Graduate or above.  Management with specialization in Executive Engineer or 3 years as	
1		Diploma in Energy Power Distribution awarded by Executive Engineer OR Serving	
		Management with MDI, Gurgaon. or Ex Armed Forces' Officer	
		specialization in Power having held the rank of Lt.	
1	1	Distribution awarded by Colonel or above.	
1	1	MDI, Gurgaon.	
			•
1			

4	Executive	Essential : First Class	Must possess experience of not	Essential: Bachelors Degree or	Must possess experience of not	
	Engineer			Masters Degree in Electrical		·
1	(Dist.)	Degree in Electrical	Power Sector/Industry. In case of	Engineering/Technology.	Power Sector/Industry out of	
1		Engineering/Technology.	candidates possessing Post	Preferable: Two years full time	which 5 years in the post of	
1		Preferable: Two years full	graduate Degree in	or three years part time Post	Dy.Executive Engineer/Asstt.	
		time or three years Part	Management/Admn 3 years.	Graduate Degree in	Engineer or 3 years in the post of	
		Time Post Graduate		Management/ Administration with	1 -	
1		Degree in Management/	l .		of candidates possessing Post	
1		Administration with	· 1		Graduate Degree in	
	1	specialisation in Finance			Management/Admn 8 years	
	· ·	or Marketing or Material		Research or IT of a recognised		
		Management or Operational		University or Institute OR MBA in	·	
		Research or IT of a		Power Management from NPTI		
		recognised University or		OR Post Graduate Diploma in		
		Institute OR MBA in Power	· · · · · · · · · · · · · · · · · · ·	Energy Management with		•
1		Management from NPTI OR	:	specialization in Power		
1		Post Graduate Diploma in		Distribution awarded by MDI,		
		Energy Management with		Gurgaon.		
1		specialization in Power		*		
1	1	Distribution awarded by			•	
1		MDI, Gurgaon.				
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5	1 * '	, <del>-</del> '	Must possess Post qualification		1 .	
į	Engr.(Dist.)		experience on T&D side not less	<del>-</del> -	* ·	
	1	a recognised University/	than 7 years. In case of candidate	University/Institute.	Sector/ Industry not less than 7	
1		Institute.	possessing Post Graduate Degree	Preferable: Two years full time	years. In case of candidate	
		Preferable: Two years full	in Management/ Administration -	or three years part time Post	possessing Post Graduate Degree	to a supe
l		time or three years part time	5 years.	Graduate Degree in Management/	in Management/ Administration	•
l		Post Graduate Degree in		Administration with specialization	- 5 years.	
		Management/ Administration		in Finance or Marketing or Human		
l		with specialization in		Resources Development or		
l		Finance or Marketing or	1	Material Management or		li.
1		Human Resources		Operational Research or I.T. of a		į
1		Development or Material		recognized University or Institute.		
1	·	Management or Operational		-	·	
1		Research or I.T. of a				
1		recognized University or				
1		Institute.				
1						
6	Assistant	Degree in Electrical	3 years Post qualification	Degree in Electrical Engineering/	4 years Post qualification	
1	1	Engineering/ Technology of	I	Technology of a recognised		
	(Dist.)	a recognised University/			Sector/Industry.	,
		Institute.		•		
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7	Jr.Engineer	Degree in Electrica	No experience is necessary.	Degree in Electrical/ Electrical & No experience is necessary.	Degree in following
	(Dist.)	Electrical & Pow		Power Engg./Technology of a	disciplines from
1		Engg./Technology of	a	University or Institute.	Universities in the
		University or Institute.			Maharashtra State and
-					Degree in such other
1					disciplines as may be
Į.					introduced by
1					Universities/ Institutes in
e de la composición dela composición de la composición dela composición de la composición de la composición dela composición dela composición de la composición de la composición dela composición dela composición dela composición dela composición	ter de exercises para la como a qual-	***	,		the Maharashtra State
					from time to time shall
			·		be considered at the
	· ·				time of direct
					recruitment depending
					upon specific need/
					requirement of such
					candidates.
					1) Electronics & Power
		1			2) Power System
	٠ .				Electronics, 3) Power
					Electronics,
					4) Electronics &
1					Telecommunication.
	1				
1			l'		A :

8	Sub-Engineer	Diploma in Electrical	No experience is necessary.	Diploma i	n Electrical	No experience is necessary.	Diploma in following
	(Dist.)	Engineering awarded by		Engineering av	warded by the		disciplines from the State
1		the State Board of		State Board	of Technical		Board of Technical
1		Technical Education of	. *	Education of	f Govt. of		Education in
		Govt. of Maharashtra or		Maharashtra	or any other		Maharashtra State &
ı		any other qualification		qualification	recognized as		Diploma in such other
		recognized as equivalent		equivalent there		2.0	disciplines as may be
ľ		thereto.		*			introduced by the State
			•				Board of Technical Education in
1	1						Maharashtra State from
							time to time are also
ŀ		· •					covered in respective
1	·				·		qualification mentioned
1							in column No.3.
				·			1)Electronics & Power,
		1.4		·			2)Power Electronics.
1							
					*		

Note: The departmental candidate possessing degree in Engineering/ Technology in any other discipline and who fulfill the condition of required experience shall be considered under direct recruitment provided that they will have to appear for Written Test/Group Discussion etc. consisting of syllabus of Electrical Engineering and compete along with other candidates.



## **CIVIL CADRE**

SR.	NAME OF	· EX	ISTING		REVISED	
NO.	POST	QUALIFICATION	EXPERIENCE	QUALIFICATION	EXPERIENCE	REMARKS
1	2	3	4	5	6	7
1	(Civil)	Preference to those who are Members of Association of Institution of Engineeers (India) or Institution of (Civil) Engineers (India) or Institution of (Civil Engineers, U.K. or Institute of Structural Engineers.	administrative experience considerable experience in the Planning invest. Design & Construction of large Civil Engineering works and preferably those of Thermal or Hydro Power Station. Cooling Towers, Transmission Lines, Sub-Station Roads OR works on Steel	Preferable: Two years full time or three years part time Post Graduate Degree in Management/ Administration with specialization in Finance or Marketing or Material Management or Operational Research.	qualification experience in line of not less than 15 years, out of which 5 years in the Selection level posts like Supdtg. Engineer/ Executive Engineer or 3 years as Supdtg. Engineer. In case of	



2	Suptg.	Essential: First class Must possess administrative &	Essential: Pachelor's Degree or	Must passes administrative &	
_	Engineer	Bachelor's Degree or considerable relevant experience		considerable relevant experience	
1	(Civil)	Master's Degree in Civil in the line not less than 15 years			
j	(CIVII)				
1		Engineering./ Technology or out of which 5 years should have	•	out of which 5 years should have	
1		its equivalent been spent in the Managerial			' -
I		Preferable: Two years full capacity. In case of candidates	· ·		
1	1	time or three years Part Time possessing Preferential	8	Dy.Executive Engineer or 3	
1		Post Graduate Degree in Qualification - Post Qualification			** * ***
l		Management/ Administration experience of 12 years. OR	-	case of candidates possessing	
1		with specialization in Serving or Ex Armed Forces' I	Marketing or Material	Preferential Qualification - Post	
1	j	Finance or Marketing or Officers having held the rank of	Management or Operational	Qualification experience of 10	
	1	Material Management or Lt. Colonel or above.	Research.	years out of which 5 years in	
İ	Ĭ	Operational Research.		Class I posts like Executive	
1				Engineer/ Dy.Executive	
				Engineer or 3 years as Executive	
				Engineer OR Serving or Ex	
1				Armed Forces' Officers having	
				held the rank of Lt. Colonel or	
1				above.	,
3	Executive	Essential: First Class Must possess experience of not]	Fesential : Rachelore Degree or	L	
~	Engineer	Bachelors Degree or Masters less than 10 years in the field of		less than 10 years Dy.Executive	
Ì	(Civil)	Degree in Civil Civil works related to Power I	•	Engineer/ Asstt.Engineer or 3	
1	(CIVII)	Engineering/Technology. Sector/Industry. In case of			
] .			or three years part time Post		
				-	
		time or three years Part graduate Degree in Management/		works related to Power	,
			Management/ Administration with		
			specialisation in Finance or		
		l		Graduate Degree in	
1	1		· .	Management/ Admn 8 years	
		1 1	Research or IT of a recognised		
1		· _ •	·	of Dy.Executive Engineer/	
		Research or IT of a		Asstt.Engineer or 3 years in the	
		recognised University or		post of Dy.Executive Engineer.	
		Institute.	į.		

	Dy.Ex.			Degree in Civil Engg/ Technology		
	Engineer	Technology of a University		of a University or Institute.	qualification experience in	
1	(Civil)	or Institute.	experience in the line not less	Preferable: Two years full time	the line not less than 7 yrs. In	
			than 5 yrs. out of which 2 yrs.	or three years part time Post	case of candidate possessing	
1	•		should have been spent in the	Riradijate Deoree in Management/		
			. ·	Administration with specialization in Finance or Marketing or Human	Management/ Administration	
			or its equivalent and above.		5 years	
					[	* * *
				Material Management or	· '	. ]
		*		Operational Research or I.T. of a	·	,
}	}			recognized University or Institute.		
-		6: 11 5 /			11.00	
5.	Assistant		3 years relevant experience in a		4 years post qualification	
	Engineer	T	position of J.E.(Civil).	Technology of a University or	experience in the line.	
	(Civil)	University or Institute.		Institute.		
6	Jr.Engineer	Degree in Civil Engg/	No experience is necessary.	Degree in Civil Engg/	No experience is necessary.	·
	(Civil)	Technology of a		Technology of a University or		
		University or Institute.		Institute.		
	Sub-Engineer	1 -	No experience is necessary.	Diploma in Civil Engineering	No experience is necessary.	
	(Civil)	Engineering awarded by		awarded by the State Board of		
		the State Board of		Technical Education of Govt. of		
		Technical Education of		Maharashtra or other		
		Govt. of Maharashtra or		qualification recognized as		
	:	other qualification	·	thereto.		
		recognized as thereto.				
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# **GAD CADRE**

SR.	NAME OF	EXIS	STING		REVISED	
NO.	POST	QUALIFICATION	EXPERIENCE	QUALIFICATION	EXPERIENCE	REMARKS
	Executive Director(HR)	The post was advertised by M pre-requisites were as under a Shall be an MBA or equalification having minimuout of which five years	quivalent management  In 15 years experience  at senior management  the human resource aspects.	recognized University (2) Two years full time or years part time Post Graduat Degree in Busines Administration/ Management with specialization in HRD Personnel Management Ol Master of Labour Studies Ol Master of Social Welfare from recognized University of Institute.	e Personnel Management in a slarge reputed Industry/	For Outsiders - 55 yrs.  For Deptl.candidates-57 yrs. subject to approval of M.D. on each occasion of recruitment.



2	General	Essential: (1) Degree of a At least 10 years post Es	ssential: (1) Degree of a At least 12 years post
	Manager(P)	recognized University. qualification experience in the rec	
		(2) Two years full time or area of Human Resource (2)	2) Two years full time or 3 area of Human Resource
1		3 years part time Post Development/ Personnel year	
1	·	Graduate Degree in Management in a large reputed De	
		Business Administration/Industry/ Undertaking, having Ad	dministration/ Management reputed Industry/
		Management with workforce of at least 5000 with	rith specialization in HRD/Undertaking, having
		1 * *	ersonnel Management OR workforce of at least 2000
			faster of Labour Studies OR employees out of which 5
	1	1	Saster of Social Welfare from a years in the Selection post like
	1	\$	ecognized University or Dy. General Manager /
		1 1	nstitute. Manager or 3 years in the post
		. 1	3) Computer Proficiency. of Dy.General Manager or Lt.
			referable: Degree in Law. Colonel and equivalent
		Proficiency.	Officer from Armed Forces.
		Desirable: Degree in Law.	
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3	Chief Legal	Degree in Law of Minimum 7 years actua	Degree in Law of recognised	Minimum 12 years actual Upper age limit:
	Adviser	recognised University practice in Court of La	University	practice in Court of Law 62 years.
1		preferably in Mumbai of	r	preferably in Mumbai or
ł		Nagpur or 10 years lega	d	Nagpur or 15 years legal
Į.		experience including atleast	5	experience including atleast 5
		years expereince of	ı <b>f</b>	years expereince of
]	<b>,</b>	independent handling	<b>&amp;</b> ∫	independent handling &
,		management of legal matters i	n	management of legal matters
		a large Solicitor's firm	1,	in a large Solicitor's firm,
'		proficiency in drafting lega	.1[	proficiency in drafting legal
		documents including	g	documents including
1.		agreements and deeds with	h	agreements and deeds with
1.		experience of similar work in	a	experience of similar work in
1		reputed Industrial Organisatio	n .	a reputed Industrial
		essential. Preference t	0	Organisation essential.
1		candidates with specia	1	Preference to candidates with
		knowledge of Commercial Law	v	special knowledge of
		& Labour Law.		Commercial Law & Labour
				Law OR In case of working/
				retired Judge, he should have
				worked atleast 7 years in a
				position of District/Session
				Judge or equivalent.
<u> </u>	<u>[</u>	<u> </u>		

4	Dy.General	Not Prescribed	Not Prescribed	Essential: (1) Degree of a	At least 10 years post	
	Manager(P)	1100110001	1101110011000	T	qualification experience in the	
				(2) Two years full time or 3	area of Human Resource	
	:			years part time Post Graduate	Development/ Personnel	· • · · · · · · · · · · · · · · · · · ·
				Degree in Business	Management in a large	
				Administration/ Management	1 ~	
		·		with specialization in HRD/	1 -	l .
				Personnel Management OR	1	
	1.			Master of Labour Studies OR		
	. '			Master of Social Welfare from a	1"	
				·	Manager/ Dy.Manager or 3	
				· ·	years in the post of Manager.	
				(3) Computer Proficiency.		
		·		Preferable: Degree in Law.		
5	Law Officer/	Shall be from the cadre of	Not prescribed	Degree in Law of recognised	Working/Retired Judge should	Upper age limit:
	Legal	District Judge OR Retired		University	have worked atleast 5 years in	62 years.
l	Adviser	District Judge/ Additional			a position of District Judge/	
		District Judge OR Civil			Additional District Judge/	
		Judge Senior			Civil Judge Senior	
		Division/Junior Division.			Division/Junior Division.	A

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6	Manager(P)	Essential: (1) Degree of a At least 8 years pos	Essential: (1) Degree of a At least 8 years post
		recognized University. qualification experience in the	recognized University. qualification experience in
1:		(2) Two years full time or area of Human Resource	(2) Two years full time or 3 the area of Human Resource
		3 years part time Post Development/ Personne	l years part time Post Graduate Development/ Personnel
1		Graduate Degree in Management in a large repute	Degree in Business Management in a large
1		Business Administration/Industry/ Undertaking, havin	Administration/ Management reputed Industry/
1	1	Management with workforce of at least 500	with specialization in Undertaking, having
Ì	1	specialization in employees.	HRD/Personnel Management workforce of at least 2000
		HRD/Personnel	OR Master of Labour Studies employees out of which 5
		Management OR Master	OR Master of Social Welfare years in the Class I posts like
İ		of Labour Studies OR	from a recognized University or Dy. Manager/ Asstt.Manager
1		Master of Social Welfare	Institute. or 3 years in the post of
1		from a recognized	(3) Computer Proficiency. Dy. Manager.
•		University or Institute.	Preferable: Degree in Law.
}		(3) Computer Proficiency.	
		Desirable: Degree in Law.	
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7	Dy.Manager	(1) Degree of a recognised	At least 5 years post qualification	For Direct Recruitment:	At least 5 years post qualification	
1	(P)	University. (2) Two years	experience in the area of Human	(1) Degree of a recognised University.	experience in the area of Human	
1		full time or 3 years part time	Resource Development/Personnel	(2) Post Graduate degree in	Davalonment/	
1	·	Post Graduate Degree in	Management	Administration/ Management with	Personnel Management	·
		Business Administration/	Trianagomoni.	Specialisation in Human Resource	1 ersonner management.	
ł		1		Development/ Personnel Management		er i saar
1			:	or Master of Labour Studies or Master	1	
1		Specialisation in Human		of Social Welfare from a recognised		
1		Resource		University or Institute.		
ſ		Development/Personnel		(3) Minimum Computer literacy.	[	
1		Management from a		For Internal Notification :	·	
1		recognised University or		Post Graduate degree in Business		
1	ſ	Institute.		Administration/ Management with	1 1	
1		(3) Minimum Computer		Specialization in Human	1	, ,
1		literacy: Must be proficient	*	Resource Development/Personnel		
1		in M.S.Office.		Management OR Masters Degree in		
1				Social Welfare/Labour Studies from a		
1				recognized University or Institute	•	
1				having I year experience in the post of		
				Asstt.Manager(P) OR Degree and/or		
1				Post Graduate Degree of a recognized		
1				University having 3 years experience in the post of Asstt Manager(P).		
			· .	(3) Minimum Computer literacy is	j	
				essential.		
1		Ì		In case the vacancies could not be		
1			4	filled in for any reason, the vacancies		
1				will be filled in by way of direct		
-			•	recruitment.		
		· ·	·			
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8	Asstt.Manager	(1) Degree of a recognised	3 years	post (	qualification	For Direct Recruitment :	3 years	post	qualification		
		University. (2) Two years		in	Personnel	(1) Degree of a recognised University.	experience	in	Personnel		
1		full time or 3 years part time	Management	/ Humar	n Resource	(2) Post Graduate Degree in	Managemen	t/ Huma	an Resource		
		Post Graduate degree in				Administration/ Management with	Developmen	ıt.	·		
1	1 1	Administration/ Management	•			Specialisation in Human Resource	4				
	1	with Specialisation in				Development/ Personnel Management					•
		Human Resource				or Master of Labour Studies or Master	1				- 1
1	1	Development/ Personnel				of Social Welfare from a recognised					
1	1	Management from a				University or Institute.	ł				
	1	_				(3) Minimum Computer literacy: For Internal Notification:					
1	ł	,				(1) Degree and/or Post Graduate				}	- 1
1	1	Institute. (3) Minimum	•			Degree of a recognised University					.
1	J	Computer literacy: Must be				having 2 years experience in the post					
ł		proficient in M.S.Office.				of Jr.Manager(P) OR Post Graduate					
1						Degree in Business Management/	B .				- 1
1						Administration/ Labour Laws/Labour					ı
1						Studies/ Labour Welfare.	•				J
		·				(2) Should have passed Departmental	1		_	-	•
1	1					Higher GAD Examination. Exemptees					. [
						will not be considered.			•	'	- 1
						(3) Minimum Computer Literacy is	1				
ĺ	Ī	·				essential.					- 1
						In case the vacancies could not be	1				
i						filled in for any reason, the vacancies	B .				
1		.*				will be filled in by way of direct				İ	1
1						recruitment.					- 1
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## **ACCOUNTS CADRE**

2	Manager	Membership of the	7 years post qualification Membership of the Institute of	In case of CA/ICWA 5 years &
~	(F&A)	Institute of Chartered	experience in a position of Chartered Accountants OR	in case of CFA/MBA (Finance) 7
1	(1.5.1)	Accountants OR Associate	responsibility in Commercial Associate Membership of Institute	years, post qualification
1		Membership of Institute of	Accounting, Costing, Compilation of Costs & Works Accountants of	experience in a position of
		Costs & Works Accountants	of Trading Accounts, Profit & India OR CFA from ICFAI OR	responsibility in Commercial
	.	of India OR CFA from	Loss Accounts, Balance Sheet and MBA(Finance).	Accounting, Costing,
		ICFAI.	Annual Statements of A/cs., Note: In case of MBA(Finance),	Compilation of Trading
	- <u> </u>		Internal Audit, Financial and Commerce Graduate will be	Accounts, Profit & Loss
1			Operational Bauges, 110,100 protein	Accounts, Balance Sheet and
			applaisar of Evaluation, vol. 201	Annual Statements of A/cs.,
			1 confiducts, 1 mining Board out	Internal Audit, Financial and
1				Operational Budget, Project
			Miowicage in 11 chaotea Data	appraisal & Evaluation, Pert-
			1 toccssing, system, in cortisoning	DCF Techniques, Planning
1			Govt. or Private Commercial or	Loans & Investments, Exposure
1			Industrial Undertaking.	& working knowledge in IT
Ì				enabled Data Processing system,
1	1			in Govt./Semi Govt. or Private
				Commercial or Industrial
				Undertaking.
1				



3	Dy.Manager	Membership of the	3 years post qualification	For Direct Recruitment:	In case of CA/ICWA 3 years & in	
	(F&A)	· -		Membership of the Institute of		
	(I Wit)	₹.	responsibility in Commercial	Chartered Accountants OP	years, post qualification experience	
		§	•		in a position of responsibility in	
ł		Associate Membership of	Accounting, Costing, Compilation			
1		Institute of Costs & Works	of Irading Accounts, Profit &	Institute of Costs & Works	Compilation of Trading Accounts	
		Accountants of India OR	Loss Accounts, Balance Sneet	Accountants of India OR	Profit & Loss Accounts, Balance	
1		la	land Annual Statements of A/cs	land the second transfer that	Sheet and Annual Statements of	The second second second
	•				A/cs., Internal Audit, Financial and	
1		ICEALOBACE (CIA)	Physical Budget, Project applaisal	M.D. A (Einanga) from recognized	Physical Budget, Project appraisal &	
1	1				Evaluation, Pert-DCF Techniques,	
1		from recognized University/	Techniques, Planning Loans &	University/Institute.	Planning Loans & Investments,	
1	-	mismute.	Investments, Electronics Data	riote i in case of indirity,	Electronics Data Processing system	
		For Internal Notification:	Processing system in Govt./Semi	Commerce Graduate will be	in Govt./Semi Govt. or Private	
		ICWA/CA/MBA	Govt, or Private Commercial or	preterred.	Commercial or Industrial	
1		(Finance)/CFA from ICFAI	Industrial Undertaking.		Undertaking. Minimum Computer	
1		having I year experience in	massilar ondertaking.	CA/ICWA/MBA(Finance)/CFA	literacy is essential.	
1		the post of Asstt. Manager	·	from ICFAI/M.Com./B.Com.	For Internal Notification:	
		(F&A) or B.Com and/or			CA/ICWA having 1 year experience	
1		M.Com having 3 years			or MBA (Finance)/CFA from	
1		experience in the post of			ICFAI having 2 years experience in	
		Asstt. Manager (F&A).		•	the post of Asstt. Manager (F&A) or	
	·	The state of the s		,	B.Com having 5 years experience	
					or M.Com having 3 years	
ı					experience in the post of Asstt.  Manager (F&A). Minimum	
1					Computer Literacy is essential.	*
		100			In case the vacancies could not be	
			·		filled in for any reason, the	·
1					vacancies will be filled in by way of	
1					direct recruitment.	
			•			
	<u></u>	<u> </u>				<u> </u>

of the Institute of Accountants OR experience is necessary. In case of MBA(Finance) 3 years, post qualification experience in a position
Accountants Op experience is necessary. In case of
Jourhambin of Institute MBA(Finance) 3 years, post
lembership of institute
Works Accountants of 1
Chartered Financial Accounting, Costing, Compilation
Accounting, Costing, Compilation
FA) from ICFAI OR of Trading Accounts, Profit & Loss
nce) from recognized Accounts, Balance Sheet and Annual Statements of A/cs., Internal
1
ase of MBA(Finance), Audit, Financial and Physical
Graduate will be Budget, Project appraisal &
Evaluation, Pert-DCF Techniques,
ernal Notification: Planning Loans & Investments,
CWA/Inter CA/ Electronics Data Processing system in Govt./Semi Govt. or Private
ce)/M.Com./B.Com.
Undertaking.
For Internal Notification:
(1) B.Com. and/or M.Com. having 2
years experience in the post of
Jr.Manager (F&A) OR Inter
ICWA/Inter CA OR MBA (Finance)
and passed Departmental Higher
Accounts Examination.
(2) Minimum Computer Literacy is
essential.
In case the vacancies could not be
filled in for any reason, the
vacancies will be filled in by way of
direct recruitment.
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Jr.Manager	For Internal Notification:	For Internal Notification:	For Direct Recruitment:	For Direct Recruitment:	
(F&A)	Degree of a recognized	For those A.As. or UDCs who	Essential: Degree of a	In case of B.Com. 4 years post	
	University preferably in	possess the requisite qualification	recognised University preferably in	qualification experience or	
	Commerce, Economics or	with a minimum 5 years	Commerce, Economics or	B.Com. with Post Graduate	
	Mathematics.	experience as A.A. or UDC(A/cs)	Mathematics OR Degree of a	Diploma in Financial	** · · · · · · · · · · · · · · · · · ·
		on the last date of submission of	recognised University preferably in	Management/Business	
		application and those who have	Commerce, Economics or	Administration/ Taxation/	
		passed Departmental Higher	Mathematics with Post Graduate	M.Com./Inter CA/Inter ICWA- 2	
	İ	Accounts Examination			]
		(Applications of candidates	Business Administration/	experience in the areas of	,
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		considered).			
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			:	of direct recruitment.	
		(F&A) Degree of a recognized University preferably in Commerce, Economics or	Degree of a recognized University preferably in Commerce, Economics or Mathematics.  Degree of a recognized University preferably in Commerce, Economics or Mathematics.  Mathematics.  Degree of a recognized For those A.As. or UDCs who possess the requisite qualification with a minimum 5 years experience as A.A. or UDC(A/cs) on the last date of submission of application and those who have passed Departmental Higher Accounts Examination (Applications of candidates exempted from passing the Higher Accounts Examination will not be considered).	Degree of a recognized University preferably in Commerce, Economics or Mathematics.  Mathematics.  Degree of a recognized University preferably in Commerce, Economics or Mathematics.  Mathematics.  Degree of a recognized University preferably in Commerce, Economics or Mathematics.  OR Degree of a recognised University preferably in application and those who have passed Departmental Higher Accounts Examination (Applications of candidates exempted from passing the Higher Accounts Examination will not be considered).  Management/ Taxation from a recognised University or Institute OR Masters Degree in Commerce.  For Internal Notification:  i) Degree of a recognised University.  ii) Candidate should have passed the examination of MS-CIT (Maharashtra State Certificate in Information Technology.	Degree of a recognized University preferably in Commerce, Economics or Mathematics.  The second of the last date of submission of application and those who have passed Departmental Higher Accounts Examination (Applications of exempted from passing the Higher Accounts Examination will not be considered).  The second of the sex and the sex an



# I.T. CADRE

SR.	NAME OF	EXISTING		REVISED		
NO.	POST	QUALIFICATION	EXPERIENCE	QUALIFICATION	EXPERIENCE	REMARKS
1	Dy.General	Essential: Bachelor of Engineering Degree in Computer/ Information Technology/ Computer	Minimum 12 years Post qualification experience in Computer Programming/ System Analyst and Designing in a reputed Organisation/Industry	No change	Minimum 10 years Post qualification experience in Computer Programming/ System Analyst and Designing in a reputed Organisation/ Industry.	REMARKS
2	System Analyst	Science & Engineering/	Minimum 4 years experience in Computer Programming of which minimum 2 years experience in System Analysis and design in a large organization/Public Undertaking	Technology/ Computer Science and Engineering OR 3 years Post Graduate Degree in Master of Computer Application(MCA).	Computer Programming out of which minimum 2 years experience in System Analysis	<b>∧</b>



7	Decompress	A Doggo in Commuter	Minimum 2 mage areasis	Doobalos of Engineering Doorsein	Minimum 5 Hoom ormanianas in	
3	Programmer			Bachelor of Engineering Degree in	Computer Programming.	
1		Engineering/Computer	Computer Programming.	•		
1	* * * * * * * * * * * * * * * * * * * *	Science &		Technology/ Computer Science or		
1		Engineering/Technology or 3	·	Computer Engineering or 3 years		
1		years Post Graduate Degree		Post Graduate Degree in Master of		
1		in Master of Computer		Computer Application(MCA).		
1		Application from a		- HIMM		
		recognized University or an				*** · · · · · · · · · · · · · · · · · ·
		Institute.		,		
4	Assistant	A Degree in Computer	No experience is necessary.	Bachelor of Engineering Degree in	_	,
	Programmer	Engineering/Computer		Computer/ Information		
i		Science & Engineering/		Technology/ Computer Science or	1	
i		Technology or 3 years Post		Computer Engineering or 3 years	ł i	
l		Graduate Degree in Master	·	Post Graduate Degree in Master of		
		of Computer Application		Computer Application(MCA).		
		from a recognized University	·			
	1	or an Institute.			·	
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5	Computer		Should have minimum 2 years		Should have minimum 2 years	
l	Operator		experience in Computer Operation		experience in Computer	
1		Science) of a recognized	on a large, mini/main frame		Operation on a large, mini/main	
1	1	University or an Institute.	environment in a large	M.Sc.(Computer) of a recognized	frame environment in a large	
1			Organization/ Public Undertaking.	University or an Institute.	Organization/ Public	•
		•	·		Undertaking.	
ł			;		In case of MCS/MCM/M.Sc.	
1				·	(Computer) - No experience is	
1					necessary.	
6	Asstt.	A Degree in B.Sc.(IT) OR	Should have minimum 1 year	A Degree in B.Sc.(IT) OR	No experience is necessary.	
l	Computer		experience in Computer Operation			
1	Operator		on a large, mini/main frame			
1	·		<b>.</b>	(Computer)of a recognized		
j			Organization/ Public Undertaking.			
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