

WIRELESS MESSAGE

CRASH

UNCLASSIFIED

FROM: JOINT SECRETARY (ESTABLISHMENT)
DEPARTMENT OF PERSONNEL & TRAINING
NEW DELHI

TO: THE CHIEF SECRETARIES
OF ALL THE STATE GOVERNMENTS/
ADMINISTRATORS OF UNION TERRITORIES

NO. 44011/3(S)/2007-ESTT (B)

DATED 7TH AUGUST, 2007


APPLICATIONS ARE INVITED FROM SUITABLE AND ELIGIBLE PERSONS FOR THE POST OF MEMBER, PUBLIC ENTERPRISES SELECTION BOARD (PESB) (.) A COPY OF THE PESB PROFILE AND JOB DESCRIPTION OF THE POST ETC. IS UPLOADED ON THIS DEPARTMENT'S WEBSITE <http://persmin.nic.in> (.) THIS MAY PLEASE BE GIVEN WIDE PUBLICITY UNDER YOUR ADMINISTRATIVE CONTROL (.) IT IS REQUESTED THAT THE APPLICATIONS OF ELIGIBLE AND INTERESTED PERSONS, COMPLETE IN ALL RESPECTS, MAY BE FORWARDED TO THE OFFICE OF JOINT SECRETARY (ESTABLISHMENT), DEPARTMENT OF PERSONNEL & TRAINING, ROOM NO. 111, NORTH BLOCK, NEW DELHI, SO AS TO REACH THIS OFFICE LATEST BY 3RD SEPTEMBER, 2007 (.)


(C.A. SUBRAMANIAN)
DIRECTOR (E-II)

NO. 44011/3(S)/2007-ESTT (B)

Dated: 7th August, 2007

1. All Secretaries to the Government of India (By name, as per list attached) with the request that names of suitable and willing officers who are considered suitable for the said post as per the requirements indicated in the job description may please be forwarded to this Department immediately, within the prescribed time schedule.
2. Secretary, Department of Public Enterprises is requested to send a panel of names immediately.
3. Secretary, Public Enterprises Selection Board, with a request to display the circular on the PESB's web-site.
- ✓ 4. Technical Director, NIC, Computer Cell, DOPT, North Block, New Delhi for uploading this circular on the official website of this Department, immediately.


(C.A. SUBRAMANIAN)
DIRECTOR (E-II)

JOB DESCRIPTION

1. NAME OF THE POST: MEMBER, PUBLIC ENTERPRISES SELECTION BOARD
2. SCALE OF THE POST: PAY OF THE MEMBERS OF PESB SHALL BE THE SAME AND EQUAL TO THAT OF SECRETARY TO THE GOVERNMENT OF INDIA IN THE REVISED PAY SCALE.
3. DATE OF OCCURRENCE OF THE VACANCY: 01.09.2007
4. PESB'S ROLE:

With the objective of evolving a sound managerial personnel policy and, in particular, to advise the Government on appointments to the top managerial posts, the Government of India had constituted a Public Enterprises Selection Board (PESB) in August, 1974.

5. JOB DESCRIPTION AND RESPONSIBILITIES

A part-time/ full time Chairman and three Members constitute the Board of PESB. They are responsible for undertaking the objectives and functions of the Board, which are as follows:

- (i) to be responsible for the selection and placement of personnel in the posts of Chairman, Managing Director or Chairman-Cum- Managing Director (Level-I) and Functional Director (Level-II) in PSEs, as well as in posts at any other level as may be specified by the Government.
- (ii) to advise the Government on matters relating to appointments, confirmation or extension of tenure and termination of the services of personnel of the above mentioned levels;
- (iii) to advise the Government on the desired structure at the Board level, and for senior management personnel, for each PSE or group of PSEs;
- (iv) to advise the Government on a suitable performance appraisal system for both the PSEs and the managerial personnel in such enterprises;
- (v) to build a data bank containing data relating to the performance of PSEs and their officers;
- (vi) to advise the Government on formulation and enforcement of a Code of Conduct and Ethics for managerial personnel in PSEs;
- (vii) to advise the Government on evolving suitable training and development programmes for management personnel in PSEs.

6. ELIGIBILITY

The Members of the Board should be of a long and distinguished career in management of private corporations or public administration and have proven record achievements, preferably in the field of personnel, finance, production or marketing. The three full-time Members of the Board shall be:

- (1) a distinguished serving or former Chief Executive of a Public Sector Enterprise.
- (2) a distinguished person with experience in selection of top management personnel;
- (3) a distinguished serving or former Civil servant with experience in management of Public Sector enterprises in areas of finance, industry or economic affairs.

7. TENURE AND AGE LIMIT:

Chairperson/Member of the Board is to hold office for a tenure post of three years or until he attains the age of 65 years whichever is earlier. He shall, however, be eligible for consideration for reappointment for a second term subject to the age limit of 65 years.

APPLICATION FORM

1. NAME OF THE POST APPLIED FOR:	
2. NAME & DESIGNATION OF THE APPLICANT (IN FULL) WITH OFFICE ADDRESS:	
3. FATHER'S NAME	
4. DATE OF BIRTH	
5. ADDRESS FOR COMMUNICATION:	
6. TELEPHONE NO: - OFFICE: - RESIDENCE: FAX NO: E-MAIL:	
7. EDUCATIONAL/PROFESSIONAL QUALIFICATIONS:	

8. POSITIONS HELD DURING THE PRECEDING TEN YEARS:-

SL. NO.	DESIGNATION, AND PLACE OF POSTING	ORGANISATION	NATURE OF DUTIES	FROM	TO	PAY SCALE
1.						
2.						
3.						

9. WHETHER ANY PUNISHMENT AWARDED TO THE APPLICANT DURING THE LAST 10 YEARS AND ALSO WHETHER ANY ACTION OR INQUIRY IS GOING ON AGAINST HIM AS FAR AS HIS KNOWLEDGE GOES

(NAME AND SIGNATURE OF THE APPLICANT)

DATE:

TO

SHRI C.B. PALIWAL
JOINT SECRETARY (ESTABLISHMENT)
DEPARTMENT OF PERSONNEL & TRAINING
NORTH BLOCK, NEW DELHI