Subject: Selection for the post of Director (Finance), Bharat Petroleum Corporation Limited (BPCL), in Schedule “A” CPSE.

Appended herewith is letter No.CA-31016/2/2018-PNG(24998) dated 14.06.2018 from Under Secretary to the Govt. of India, MoPNG, New Delhi and Letter No.7/46/2018-PESB dated 08.06.2018 from Deputy Secretary to the Govt. of India, Department of Personnel and Training, Public Enterprises Selection Board, New Delhi seeking qualified candidates for filling up of the post of Director (Finance), Bharat Petroleum Corporation Limited (BPCL), in Schedule “A” CPSE, in the pay scale of the post being Rs.1,80,000 – 3,40,000/-, which is self-explanatory. The last date of receipt of applications in PESB is 26th July, 2018 by 15.00 hours.

2. Interested eligible executives may submit their application for the above post as stated in clause-VII of the enclosed guidelines of PESB. All applications are to be submitted online on PESB website and hard copy of application, duly verified by concerned Incharge-HR/ER, needs to be forwarded to GM (HR)-Head, Corporate Establishment, Tel Bhavan, Dehradun (webmail: 58808@ongc.co.in) on or before 16th July, 2018 for obtaining approval for forwarding the application.

3. Application from Board level officials are to be routed through MoPNG. The last date for receipt of application in MoPNG is 11th July, 2018.

4. The approval for forwarding proposals is a time consuming process and the below Board Level executive should submit hard copy of application well in advance of the last date i.e. 16.07.2018 to Local Establishment for processing the application.

5. You may find more details of this vacancy on PESB website.

GM (HR)-HCE
To
Chairman / CMD / MD
IOCL / ONGC / GAIL / BPCL / HPCL / OIL / EIL / MRPL / CPCL / NRL / BPRL /
BLC / OVL / Biecco Lawrie

Subject: Selection for the post of Director (Finance), Bharat Petroleum Corporation Limited (BPCL) in Schedule ‘A’ CPSE.

Sir,

The Public Enterprises Selection Board (PESB) is seeking qualified candidates for the post of Director (Finance), BPCL, a Schedule ‘A’ CPSE the scale of pay of Rs.1,80,000 – 3,40,000/- A copy of the complete advertisement circulated by the PESB vide letter dated 08.06.2018 is enclosed herewith. As per the advertisement:-

(a) The last date of receipt of applications in PESB is 15:00 hrs on 26th July 2018. No application shall be entertained under any circumstances after the stipulated time/date. Incomplete applications/applications received after the stipulated time/date shall be rejected.

(b) The applicants should submit their applications, complete in all respects, through proper channel only, as stipulated in the said advertisement.

(c) The applications of CMDs/MDs/Functional Directors (Board level executives) in CPSEs under the Ministry will be routed to PESB through the Ministry. Applications of eligible board level executives may be submitted to MoP&NG not later than 11th July, 2018, so as to process the case on time.

(d) Applications of the below board level officials are to be routed through the concerned CPSE to PESB directly, under intimation to the Ministry.

(e) Advance action may be taken to keep the ACRs for last 10 years of those candidates ready along with their latest vigilance profile.

(f) In respect of applications of below board level officials, the CPSE will also forward a copy of the forwarding letter(s) to the Vigilance Division of the Ministry, so as to enable the Ministry seek vigilance clearance in respect of the candidates from the concerned CPSE.

(g) The advertisement / vacancy for the post may also be uploaded on the website for wider publicity.

Encl.: as above

Yours faithfully,

(M.C. Bhatt)

Under Secretary to the Government of India

Copy for information to:

(i) Secretary, Public Enterprises Selection Board, Block No. 14, CGO Complex, Lodhi Road, New Delhi.
(ii) Under Secretary (Vigilance), MoP&NG
(iii) Technical Director, NIC-for uploading the advertisement on the Ministry’s website.
The Public Enterprises Selection Board (PESB) is seeking qualified candidates for the post of Director (Finance), Bharat Petroleum Corporation Limited, a schedule ‘A’ CPSE, the scale of pay of the post being Rs. 1,80,000-3,40,000/-. A copy of the job description for the post is enclosed.

2. It is requested that names of all candidates seniority-wise for the said post along with their applications, in the prescribed format, duly verified may kindly be forwarded so as to reach the PESB by 15.00 hours on 26th July, 2018. The applications of all candidates are to be addressed to Ms. Kimbuong Kipgen, Secretary (PESB), Room No. 523, Public Enterprises Bhawan, Block No. 14, CGO Complex, Lodhi Road, New Delhi. It is also requested that advance action may be taken to keep the ACRs for last 10 years of the candidates ready along with their latest vigilance profile [(i) penalty imposed, if any during the last 10 years (ii) details of disciplinary action initiated/being initiated if any, etc.] to be furnished as and when the selection meeting is scheduled. It is further requested that the vacancy for the post may also be uploaded on the website of the Ministry/Department for wider publicity.

3. If the relevant details are not received within the stipulated time, it will be assumed that there are no applications received to be sponsored for the post.

Encl.: As above

Ministry of Petroleum & Natural Gas,
(Shri KD Tripathi, Secretary)
Room No. 206-A, Shastri Bhawan, New Delhi.
I. COMPANY PROFILE

Bharat Petroleum Corporation Limited (BPCL) came into existence in 1976, by virtue of Burmah-Shell (Acquisition of Undertaking in India) Act, 1976 when the right, title and interest of Burmah-Shell Oil Storage & Distribution Company of India Ltd. was taken over by Govt. of India. Its main objective is to undertake refining and marketing of Petroleum products. BPCL is a Schedule - 'A' / Navratna CPSE in Petroleum sector under the administrative control of Ministry of Petroleum and Natural Gas.

The authorized and paid up capital of the Company was Rs. 2500 crores and Rs. 2169.25 crores respectively as on March 31, 2018.

Its Registered and Corporate office are at Mumbai, Maharashtra.

The shareholding of the Government of India in the company is 54.31%.

II. JOB DESCRIPTION AND RESPONSIBILITIES

Director (Finance) is a member of Board of Directors and reports to Chairman & Managing Director. He is overall in charge of finance and accounts of the organization and is responsible for evolving and formulating policies relating to finance and accounts as well as implementation thereof.
III. ELIGIBILITY

1. AGE: On the date of occurrence of vacancy (DOV)

<table>
<thead>
<tr>
<th>Age of superannuation 60 years</th>
<th>Internal</th>
<th>Others</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum</td>
<td>Maximum</td>
<td>Minimum</td>
</tr>
<tr>
<td>45</td>
<td>2 years of residual service as on the date of vacancy w.r.t. the date of superannuation.</td>
<td>45</td>
</tr>
</tbody>
</table>

2. EMPLOYMENT STATUS:

The applicant must, on the date of application, as well as on the date of interview, be employed in a regular capacity – and not in a contractual/ad-hoc capacity – in one of the followings:

(a) Central Public Sector Enterprise (CPSE) (Including a full-time functional Director in the Board of a CPSE);
(b) Central Government including the Armed Forces of the Union and All India Services;
(c) State Public Sector Enterprises (SPSE) where the annual turnover is *Rs 5,000 crore or more;
(d) Private Sector in company where the annual turnover is *Rs 5,000 crore or more.

(* The average audited annual turnover of three financial years preceding the calendar year in which the post is advertised shall be considered for applying the approved limits)

3. QUALIFICATION:

The applicant should be a Chartered Accountant or Cost Accountant or a full time MBA/PGDM course with good academic record from a recognized University Institution.

4. EXPERIENCE:

The applicant should have at least five years of cumulative experience at a senior level during the last ten years, in various aspects of Corporate Financial Management and Accounts in an organization of repute.

5. PAY SCALE/ RANK/ LEVEL:

The minimum length of service required in the eligible scale/rank/level will be one year for internal candidates, and two years for others as on the date of vacancy.

(a) Applicants from CPSEs should be working in the following or a higher pay scale:

<table>
<thead>
<tr>
<th>Eligible Scale of Pay</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rs. 7250-8250 (IDA) Pre 01/01/1992</td>
</tr>
<tr>
<td>Rs. 9500-11500 (IDA) Post 01/01/1992</td>
</tr>
<tr>
<td>Rs. 20500-26500 (IDA) Post 01/01/1997</td>
</tr>
<tr>
<td>Rs. 51300-73000 (IDA) Post 01/01/2007</td>
</tr>
<tr>
<td>Rs. 120000-280000 (IDA) Post 01.01.2017</td>
</tr>
<tr>
<td>Rs. 18400-22400 (CDA) Pre-revised</td>
</tr>
<tr>
<td>Rs. 37400-67000 + GP 10000 (CDA)</td>
</tr>
<tr>
<td>Rs. Level 14 (144200-218200)</td>
</tr>
</tbody>
</table>

(b) (i) Applicants from Central Govt. / All India Services should be holding a post of the level of Joint Secretary in Govt. of India or carrying equivalent scale of pay.

(ii) Applicants from the Armed Forces of the Union should be holding a post of the level of Major General in the Army or equivalent rank in Navy/Air Force.

(c) Applicants from State Public Sector Enterprises/ Private Sector should be working at Board level position or at least a post of the level immediately below the Board level.

6. CONDITION OF IMMEDIATE ABSORPTION FOR CENTRAL GOVERNMENT OFFICERS

Central Government Officers, including those of the Armed Forces of the Union and the All India Services, will be eligible for consideration only on immediate absorption basis.
IV. DURATION OF APPOINTMENT

The appointment shall be for a period of five years from the date of joining or up to the date of superannuation or until further orders, whichever is earlier.

V. SUBMISSION OF APPLICATIONS

1. The applicants should submit their applications through proper channel as follows:
   (a) Government Officers, including those of the Armed Forces of the Union and All India Services: through Cadre Controlling authority;
   (b) CMDs/MDs/Functional Directors in CPSE: through the concerned Administrative Ministry;
   (c) Below Board level in CPSE: through the concerned CPSE;
   (d) CMDs/MDs/Functional Directors in State PSE: through the concerned Administrative Secretary and Cadre Controlling Authority, if any, of the State Government;
   (e) Below Board level in SPSE: through the concerned SPSE
   (f) Private Sector: directly to the PESB.

2. Applicants from Private Sector must submit the following documents along with the application form:
   (a) Annual Reports of the Company in which currently working for the 3 financial years preceding the calendar year in which the post is advertised (please provide URL or attach/enclose copies);
   (b) Whether the company is listed or not; if yes, the documentary proof (please provide URL or attach/enclose copies);
   (c) Evidence of working at Board level or at least a post of the level immediately below the Board level;
   (d) Self-attested copies of documents in support of age and qualifications;
   (e) Relevant Jobs handled in the past with details.

VI. UNDERTAKING BY THE APPLICANT

An applicant has to give an undertaking as a part of the application that he/she will join the post, if selected. If an applicant does not give such undertaking, the application would be rejected.

1. For candidates from Central Government/Armed Forces of the Union/ All India Services
   (a) The appointment is on immediate absorption basis.
   (b) If a candidate conveys his/her unwillingness to join after the interview is held, he/she would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE.
   (c) Further, if a candidate conveys his/her unwillingness to join after the issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE.

2. For candidates from CPSE
   a. If a candidate conveys his/her unwillingness to join after the interview is held, he/she would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE other than the one to which the candidate belongs.
   b. Further, if a candidate conveys his/her unwillingness to join after the issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE other than the one to which the candidate belongs.

3. For candidates from SPSE/ Private Sector
   a. If a candidate conveys his/her unwillingness to join after the interview is held, he/she would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE.
   b. Further, if a candidate conveys his/her unwillingness to join after the issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE.

4. In the above cases, no request for relaxation or otherwise would be entertained.

VII. THE APPLICANTS CAN EITHER

(a) fill up the Application Form online against this Job Description on the website of PESB - http://pesbonline.gov.in/ and thereafter forward it online, as specified in para V(1);

Or
(b) fill up the Application Form online against this Job Description on the website of PESB - http://pesbonline.gov.in/, take a printout and send it offline, as specified in para V(1).
Last time/date of receipt of complete application duly forwarded to PESB is by 15.00 hours on 26/07/2018. No application shall be entertained under any circumstances after the stipulated time/date. Incomplete applications and applications received after the stipulated time/date shall be REJECTED. Board reserves the right to shortlist applicants for interview.

Applications are to be addressed to

Smt Kimbuong Kipgen
Secretary,
Public Enterprises Selection Board, Public Enterprises Bhawan,
Block No. 14, CGO Complex, Lodhi Road, New Delhi-110003.

ALL CORRESPONDENCE WITH THE PUBLIC ENTERPRISES SELECTION BOARD SHOULD BE ADDRESSED TO SECRETARY, PUBLIC ENTERPRISES SELECTION BOARD ONLY.