

STANDING CONFERENCE OF PUBLIC ENTERPRISES

Application for the following post are invited on or before 25th September, 2015 addressed to Director General, SCOPE.

The detail of the Qualifications and Experiences for the Post:-

i. DGM / GM (HR)

Qualification: - Candidates should possess Graduate / Post Graduate / Professional Qualification in the relevant discipline, preferably MBA (**Full time from a reputed institute**).

Experience: - Candidates should have 15 & 20 years of post qualification experience preferably in a Central Public Organization. Experience in Human Resource / Personnel Management / Industrial Relation policies and familiar with current HR practices in Public Enterprises. Should have the ability and communication skills to coordinate studies, programs and other events with Public Enterprises.

Age - 45 to 55 years (with 15 years experience for DGM & 20 years experience for GM)

Pay Scale - 37400-67000 Grade Pay 8700 for DGM

Pay Scale - 37400-67000 Grade Pay 8900 for GM

ii. DGM / GM (Finance)

Basic Qualification: Graduate / Post Graduate in Economic / Finance, Chartered Accountant / Cost Accountant / MBA (Finance) from a reputed Institute on full time basis.

Experience : - Candidates should have 15 & 20 years post qualification experience of working in the Finance and Account Department in a reasonably large organization and having involving financial scrutiny and concurrence of the proposals, preparation of statement of Accounts, handling of all tax matters (direct & indirect) and compliance of all tax laws, coordinating with Statutory and Internal Auditors and compliance of audit observations, sound management of the finances of the organization, coordinating with various Government Ministries / Departments and Institutes such as ICAI and ICWAI. The incumbent is expected to advise the CEO on various economic and fiscal policies especially on those impacting the Public Sector besides assisting in drafting memoranda on issues relating to the functioning of the Public Sector. Familiarity with accounting software and handling works accounts is essential. The incumbent is required to possess strong interpersonal skills and leadership qualities to lead the Accounts Team.

Age - 45 to 55 years (with 15 years experience for DGM & 20 years experience for GM)

Pay Scale : Rs. 37400-67000 Grade Pay 8700 for DGM

Pay Scale : Rs. 37400-67000 Grade Pay 8900 for GM

iii. DGM / GM (Corporate Communication)

Qualification: - Candidates should possess Graduate / Post Graduate / Professional Qualification in the relevant discipline, preferably Mass Communication **(Full time from a reputed institute)**.

Experience: - Candidates should have 15 & 20 years of post qualification experience preferably in a Central Public Organization. Experience in Corporate Communication / Public Relation. Candidate should be familiar with planning & implementing publicity and public relations activities including house journals, media planning, advertising, press relations, exhibitions, films etc, fluency in English and ability to contribute articles on policies issues on different discipline.

Age – 45 to 55 years (with 15 years experience for DGM & 20 years experience for GM)

Pay Scale – 37400-67000 Grade Pay 8700 for DGM

Pay Scale – 37400-67000 Grade Pay 8900 for GM

- *Interested candidates may apply, giving details of qualifications, details of experience with the supporting documents by registered post / by hand / courier on or before the schedule date.*
- *Applicant working in Government / Public Sector should apply through proper channel.*
- *In case of exceptional candidate management shall have discretion to relax criteria.*

Address to:

**Director General
Standing Conference of Public Enterprises,
Core-8, 1st Floor, SCOPE Complex,
7-Lodhi Road, New Delhi – 110 003**