

Post: Additional GM/DGM – Corporate Affairs

Nature of Job	3 years Fixed Term Employment. Can be considered for extension or regular employment subject to performance evaluation.
Employment Terms & Remuneration	Addl. GM: Scale (Rs.): 1,23,100-2,15,900* DGM: Scale (Rs.): 78,800-2,09,200* All other benefits would be as per SCOPE Policy and Rules. *(CDA Pattern)
Position	The position offered can be at grades higher or lower on the basis of qualification, experience and suitability of the candidate.

Qualification	Graduate/Post Graduate in any discipline. Preference will be given to a person with MBA (full time course from a reputed and recognised Institute)
Experience	20+ years for Additional GM & 15+ years for DGM in Corporate Affairs or similar role/functions.

Job Context

The incumbent will lead the team and be responsible for formulation of corporate affairs strategies, reorienting SCOPE's vision & mission in changing business scenario for making it future-ready, branding of SCOPE as a thought leader, building strong collaboration and networking with key stakeholders, undertaking research work, studies & conducting surveys, management of major events & award functions and conceptualizing/organizing management programmes.

Job Description:

- Support in developing a long-term strategy in line with the vision and mission of SCOPE for brand building & creation of a governance approach plan.
- Regular co-ordination with Ministries, Deptt. of Public Enterprises (DPE) & other policy making bodies for championing and advocating Public Sector requirements / interests.
- Co-ordination for invitation of top Government Officials and policy makers for address, interactions with senior level PSEs management team.
- Organizing meetings with CVC, CIC, CAG, DPE etc. on current Public Sector issues.
- Co-ordinating delegation of PSE representatives to DIPAM, DPE & other statutory bodies on challenges, current concerns as faced by PSEs.
- Organising extensive engagements and regular meetings with PSEs and other corporates senior leadership for formulation/ preparation of comments, approach papers on new policies, guidelines by administrative Ministries and Statutory Authorities.
- Organizing sectoral meetings of PSEs at regional level for identification of unique challenges/ issues of the region and facilitating meetings with the respective authorities.
- Co-ordination for constitution of task forces comprising domain experts from PSEs to deliberate/ develop representations for leading PSEs delegations to the respective Administrative Ministry.
- Support Director General & SCOPE Board in preparation of concept papers, comments & working points on various policy and documents for representation of Public Sectors in National & International forums such as ILO, International Organization of Employers, CIE, OECD, Govt. Departments and Tripartite Bodies.
- Co-ordination of important SCOPE events & awards including marketing of the awards, engagement with PSEs on submission of applications, evaluation of parameters and related issues.
- Co-ordination & interaction with PSEs on capability building requirements and developing & organizing programmes in collaboration with leading management/technical institutes, eminent faculties/ professionals.
- Organisation of top-level corporate leadership programmes on Corporate Governance, Board interview and other emerging business/management topics in collaboration with PESB, IIMs, National & International Management Institutes of repute & other eminent professionals.
- Undertaking Research work, studies & conducting Surveys on current issues in collaboration and support of International Bodies, namely ILO, CIE, WTO, Ministry of Labour & Employment, Ministry of Skill Development etc.

APPLY NOW