



West Bengal State Electricity Transmission Co. Ltd.

(A Government of West Bengal Enterprise)

CIN : U40101WB2007SGC113474, Website : www.wbsetcl.in

Registered Office: Vidyut Bhawan : Block-DJ, Sector-II : Bidhannagar : Kolkata-700 091

Memo No.: TCL/CS/4467

Date: 27th July, 2020

To

The Managing Director/Director (HR&A),
Delhi Transco Ltd./ Haryana Vidyut Prasaran Nigam Ltd./Punjab State Transmission Corp.
Ltd./ Power Transmission Corp. of Uttrakhand Ltd./Himachal Pradesh Power Transmission
Corp. Ltd./Electricity Department, Dadra & Nagar Haveli/ Karnataka Power Transmission
Corp. Ltd./Tamil Nadu Transmission Corp. Ltd./ Transmission Corp. of Telangana Ltd./Bihar
State Power Transmission Co. Ltd./Odisha Power Transmission Corp. Ltd./Jharkhand Urja
Sancharan Nigam Ltd.

**Sub.: Recruitment of Director (Finance) in West Bengal State Electricity
Transmission Co. Ltd. (WBSETCL)**

Sir/Madam,

This is to inform your good office that presently the process for recruitment of Director (Finance) is going on in WBSETCL and application from suitable candidates are solicited for the same.

Hence, it is kindly requested to disseminate the information within your organisation for enabling any suitable candidates to apply for the subject post. Details of the same is enclosed with this letter and also available in the website of the Company, i.e., www.wbsetcl.in.

Thanking you,

Yours faithfully,

(Santanu Basu)
Managing Director

Encl.: As above

'PROSPECT FOR GROWTH AND OPPORTUNITY TO EXCEL'

West Bengal State Electricity Transmission Company Limited (WBSETCL), is a professionally-managed, Government-owned, multi-sited Power Transmission Company of West Bengal with an annual turnover of Rs. 1426 Crores and is highly efficient State Transmission Utility (STU) with steady net profit since its inception in 2007. WBSETCL invites experienced Finance Professionals with impeccable performance history, outstanding professional competence and observable leadership traits for the post of:

Director (Finance)

Job Profile: Director (Finance) is a member of the Board of Directors of the Company and would be responsible for providing strategic guidance to Finance and Accounts, Budgetary Control and Financial Planning, Audit and other activities to ensure that the Company's financial commitments are met and develop policies and procedures to ensure sound financial management and control of the company's business. The role demands up-to-date and in-depth knowledge of the advanced accounting and financial techniques and very good IT skills. He will collaborate closely and report to the Managing Director in driving transformational changes in WBSETCL. The detailed Job Description for the position is available at www.wbsetcl.in

Qualification: Chartered Accountant/ Cost Accountant/ MBA (Finance)

Experience: The candidates should have at least 20 years of relevant experience with 10 years at senior management level in Finance and Accounts functions in a large engineering concern/ power utility/ manufacturing concern, CPSU, PSU or similar reputed private sector organization in the power sector with at least 2 years in the capacity of Executive Director (Finance) / Controller of Finance/ General Manager (Finance)/Chief Financial Officer or equivalent post.

Age: Maximum 62 years as on 01.07.2020

Tenure of Appointment: The position is on contract for an initial duration of 3 years with the conditions of performance review at the end of each year. Extension of the contract subject to maximum age of '65 years' on satisfactory performance.

Compensation : The post carries the pay in the Pay Level Scale of Rs 1,56,500/- to Rs 2,10,800/- plus Dearness Allowance, House Rent Allowance, Electricity Allowance and Medical Allowance. LTC and free Hospitalization benefits at reputed hospitals, chauffeur driven car at the Company's cost for official work. There are also certain provisions of personal use of the car at the concessional rates. In case of specially deserving candidates both in the Government/ PSU/ Private Sector the terms and conditions are negotiable and pay protection with a suitable encashment may be considered while fixing the pay in the Pay Scale.

If you think you are the person we are looking for, then e-mail your resume, along with a covering letter addressed to the Additional Chief Secretary to the Govt. of West Bengal, Department of Power to the **email-id wbsetcldirectorfinance@gmail.com** within 15.08.2020 and the interview shall be conducted immediately thereafter. The Company at its sole discretion may call for online interview only for outstation candidates. Executives in Govt. and Semi-Government undertakings are required to process their applications through proper channel or submit 'No Objection Certificate' from their Employer at the time of interview. Further details and the **Format** to be used for submitting the resume can be downloaded from the website **www.wbsetcl.in**

**Job Description of the Director (Finance) of
West Bengal State Electricity Transmission Company Ltd.**

1. Finance, Accounts & Audit
 - Ensuring finalisation of Accounts and Financial Statements of the Company.
 - Giving instructions/ direction and guidance to the Accounts Department of the Company for proper maintenance of books of accounts of the Company.
 - To Supervise and Command the entire Finance & Accounts functions of the Company.
 - Giving opinion in respect of financial vetting, financial concurrence, wherever deems necessary.
 - Discussion with Statutory Auditors, Internal Auditors & Cost Auditors of the Company in consultation with senior officials of the Company pertaining to financial statements, financial process / control and cost audit records.
 - Ensuring compliance of all Corporate, Taxation and Statutory laws on finance & tax.
 - Deliberate the issues related to finance of the Company to the Chairman, the MD and to the Board of Directors.
2. C & A. G. Audit
 - Interaction with representatives of Comptroller & Auditor General of India (CAG)
 - Giving of replies to the queries CAG
 - Appear before Standing Committee of the State Assembly for making representation, if required.
 - Co-ordination with Finance / Audit and Budgetary functions of the Department of Power, as and when it required.
3. Revenue & Costing
 - Providing guidance in respect of preparation of Tariff Petition of the Company.
 - Maintenance of Cost Records of the Company in a suitable manner in accordance with the provision of the Companies Act.
4. Budgetary Control & Financial Planning
 - Finalisation of Budget of the Company after discussing the matter with the Standing Budget Committee of the Company.
 - Formulate policies in consultation with other Directors, Managing Director and Senior officials of the Company in respect of Internal Financial Control of the Company.
5. Securitization Scheme, if required.
6. All matters relating Long-term / Working Capital funding of the Company. Negotiation with Banks / Financial Institution for mobilisation of loans and finances for the Company.
7. Any other matter assigned by the Managing Director from time to time.
8. Any other matter as deem necessary for discharging of aforesaid matter commensurate with the scale of operations of the Company, with utmost commercial prudence.

**FORMAT OF APPLICATION FOR APPOINTMENT TO THE POST OF
DIRECTOR (F&A), WBSETCL**

01.	NAME IN FULL (IN BLOCK LETTERS)					
02.	FATHER'S NAME					
03.	DATE OF BIRTH					
04.	AGE AS ON 01.07.2020					
05.	NATIONALITY					
06.	FULL OFFICE ADDRESS WITH TELEPHONE NO./MOBILE NO.					
07.	FULL RESIDENTIAL ADDRESS WITH TELEPHONE NO./MOBILE NO.					
08.	EMAIL ID					
09.	EDUCATIONAL QUALIFICATION: A. ACADEMIC B. PROFESSIONAL					
10.	DETAILS OF AFFILIATION WITH PROFESSIONAL BODIES/INSTITUTION: I. NAME: II. MEMBERSHIP NO: III. SINCE WHEN					
11.	NAME OF THE PRESENT EMPLOYER					
12.	PRESENT DESIGNATION					
13.	PRESENT EMOLUMENTS: BASIC PAY: DEARNESS PAY/ALLOWANCES: SPECIAL PAY, IF ANY: HRA: ANY OTHER ALLOWANCES: TOTAL:					
14.	EXPERIENCE: DETAILS OF THE POST HELD FROM TIME TO TIME DURING LAST 10 YEARS					
	POST HELD & SCALE OF PAY	NAME OF THE ORGANISATION	PERIOD		NATURE OF JOB	TOTAL EXPERIENCE
			FROM	TO		

I declare that the above information on furnished is true to the best of my knowledge.

Date:
Place:

Signature