

No. 32-1(1)/2014-Rectt
BHARAT SANCHAR NIGAM LIMITED
Corporate Office
(Recruitment Section)

Date 28th Jan., 2014

Recruitment of Executive Directors in BSNL through immediate absorption basis.

CLOSING DATE OF RECEIPT OF APPLICATION: 24th February, 2014

Applications are invited from eligible Officers absorbed in BSNL or those deployed in BSNL/officers of Department of Telecom to fill up the posts at the level of Executive Directors (CA/CN/NB) of Telecom Operations Stream under the "Procedure for appointment to the grade of Executive Director (ED) in BSNL through Immediate Absorption".

1. Scale of Pay and other benefits

1.1 **Pay scale ED level posts:** IDA pay scale of Rs.62000 – Rs.80000. Besides the incumbents will draw an additional ad hoc lump-sum amount of Rs. 5000/- per month.

1.2 **Dearness Allowance (DA):** over the basic pay shall be paid as per Industrial Dearness Rates applicable from time to time.

1.3 **Employee Provident Fund & Group Insurance:** Executives recruited through these rules will be covered under BSNL EPF scheme & GSLI scheme.

1.4 **Other perks and benefits:** As per applicable BSNL rules in vogue from time to time.

1.5 **House Rent Allowance:** As per applicable BSNL rules in vogue from time to time.

1.6 **Medical facilities:** As per applicable BSNL rules (BSNL MRS) in vogue from time to time.

2. ELIGIBILITY REQUIREMENT FOR POST OF EXECUTIVE DIRECTORS IN BSNL

2.1. **AGE:** Applicants should have at least 2 years service left before superannuation as Per details given below :

Sl. N o.	Name of the post	Eligibility date
1.	ED(NB)	28.01.2014
2.	ED(CN)	1.2.2014
3.	ED(CA)	1.5.2014

Appointment will be for a period of five years or till the date of superannuation of applicant whichever is earlier. As per the prevailing rules the present superannuation age is 60 years. The job descriptions (tentative) for these posts are enclosed as per Annexure A (for ED-CA), Annexure B (for ED – CN) and Annexure C (for ED-NB)

2.2 **Eligibility for ED (CA/CN/NB)** : Officers of BSNL or those deployed in BSNL in CGM/PGM Grade or with minimum 5 year service in GM grade, are eligible. In addition ITS (Indian Telecom Service) officers in HAG pay scale or with minimum 5 year service in SAG pay scale and working in DoT or on deputation to other Ministries/Departments/PSUs /Autonomous bodies are eligible to apply for the posts of ED(CN/CA/NB).

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2.3 QUALIFICATIONS AND EXPERIENCE FOR THE POSTS OF ED (CA/CN/NB)

Incumbent should at least be an Engineering Graduate from a recognized University/Institution and have experience of at least 20 years in telecom sector in planning, development , O&M , management etc.

3. Selection Procedure: The selection procedure shall be as follows :

Stage I: In first stage of selection, the prospective candidates shall be shortlisted based on age, length of experience in relevant field and qualifications possessed as per benchmark/criteria etc. as per para 2 above, subject to NO objection Certificate and Vigilance Clearance from the parent Department/BSNL.

Stage II: The candidates shortlisted during Stage I shall be called for personal interview for final selection.

The date, venue and mode of Interview will be communicated to the shortlisted applicants through BSNL website www.bsnl.co.in.

4. Before offering employment to candidates or after employment, in case, it comes to the knowledge of BSNL that there was some disciplinary, vigilance or criminal case pending against the candidates, the services of candidate is liable to be terminated.

5. Application form:

- i) The specimen of the application form is annexed.
- ii) Duly filled application form is to be forwarded by the parent department with following enclosures:-
 - a) No objection certificate
 - b) Vigilance clearance
 - c) Attested copies of 5 years APAR (upto 2012-2013)
 - d) Two passport size photos (self attested at the back)
- iii) The candidates will submit the completed application form to **AGM(DE-II), BSNL Corporate Office, Room No. 223, Eastern Court, Janpath, New Delhi-110001,** through their respective Cadre Controlling Unit / Departments (through proper channel). An advance copy may be sent directly within its closing date for submission of application form.

6. Last date for receipt of Application form :

(i) Application form, through proper channel, (Advance copy) complete in every respect must reach **on or before 17th February, 2014. in BSNL Corporate Office.** Wherever advance copy is received, the original copy duly forwarded by the Cadre controlling authorities/ DOT must reach the designated officer in BSNL latest by **24th February, 2014** Applications received after the closing date or incomplete in any respect may be summarily rejected and no communication in respect of the rejected application forms shall be entertained.

(ii) The shortlisted applicants would be called for Personal Interview on the basis of the information furnished by them in their application form. They are, therefore, advised to ensure that they fulfill all eligibility conditions before applying. In case it is found at a later stage that the information furnished by an applicant is false or an applicant does not fulfill any of the eligibility condition, the candidature of such applicants would be cancelled and no correspondence in this regard would be entertained. Appointment will be solely subject to fulfillment of all eligibility conditions.

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7. Disqualifications: No person *

- 7.1 who has entered into or contracted a marriage with a person having a spouse living,
or
- 7.2 who, having a spouse living, has entered into or contracted marriage with any person;
shall be eligible

Provided that BSNL may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

- 7.3 Any dispute in regard to the recruitment will be subject to the Courts /Tribunals having jurisdiction over the place of BSNL Corporate office i.e. New Delhi
8. All information/ updates relating to this recruitment shall be posted on BSNL website www.bsnl.co.in and no personal letters/interview letters shall be posted to the candidates. Therefore, candidates, in their own interest, are advised to visit BSNL website from time to time


(K.V.Ramesan)
Assistant General Manager(DE-II)

Contd.4

BHARAT SANCHAR NIGAM LIMITED
Corporate Office
(Recruitment Section)

Recruitment of Executive Director(CA/CN/NB) in BSNL through immediate absorption basis.

**Paste self
attested passport
size photograph**

- 1.Post applied for :
- 2.Email ID
- 3.Name as per Service Book
- 4.Father's/husband's name
- 5.Date of birth
- 6.Age (As on eligibility date)
- 7.Date of initial appointment in group A Service
- 8.Year of relevant UPSC Exam
- 9.No. of completed years in service in Group A
as per para 2 of the notification
- 10.Present organisation where working
Designation
Complete Office address
Office telephone number with STD Code
Mobile Number
11. Staff No. as per blue book/HRMS No.(DOT/BSNL employee)
12. Category
13. Existing Basic pay (As on eligibility date)
- 14.Existing pay scale (with date)
- 15.Grade pay, if any.

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16. Substantive grade in which presently posted
 17. Date of appointment in the present substantive grade
 18. Present postal address
 - City
 - State
 - PIN Code
 - Tel.No.
 19. Educational qualification
 20. Work experience for the post applied
 21. Whether any disciplinary/vigilance/criminal case is pending against the applicant
 22. Whether the applicant is under currency of any penalty, If yes, the details thereof

Signature of the applicant

DECLARATION TO BE SIGNED BY THE APPLICANT

I do hereby declare that all the statements made in the applications are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any particular information, given above being found false or incorrect, my candidature for the post applied for is liable to be rejected or cancelled and in the event of my misstatement or discrepancy in the particulars being detected after my appointment my services are liable to be terminated forthwith without any notice to me.

Signature of the applicant

(To be filled by controlling unit maintaining service book)

The details from Sl.No. 3 to 17 and 19 have been verified from the service book.

Signature and stamp of the verifying officer

(To be filled by Cadre controlling unit)

No.....

Date.....

The above application form duly completed is forwarded to BSNL Corporate office after due verification of particulars (Name, date of birth, staff No., date of initial appointment as Group A officer, category and pay) and vigilance clearance.

Signature
Name
Designation
(Rubber Seal)



Executive Director (Corporate Affairs) – CA

Job Description	
Job title/ Designation	Executive Director (Corporate Affairs) – CA
Job objective	Creation of overall business plan for company across business units and monitoring performance against the same, Conceptualization and implementation of flexible, agile and scalable systems for business and support processes and promotion of BSNL brand across all businesses
Reporting to	o CMD

- Articulation of overall business aspiration and five-year business plan for the company
 - o Mission and Vision
 - o Long-term and short-term aspirations and strategy
 - o Analysis on starting position
 - Strengths and weaknesses
 - Competitive environment
 - Regulatory environment
- Formulation of Corporate strategy for key functions, in line with overall company strategy, such as
 - o Marketing strategy detailing out above-the-line marketing, below-the-line marketing, research
 - o Public Relations strategy
- Operationalisation of Corporate Marketing strategies through multiple levers
- Formulation of policy for engaging services of external agencies (as and when required)
- Engaging and monitoring centralized vendors (as and when required) against pre-defined SLAs
- Ensuring compliance with regulations across all business units (CFA, CM, Enterprise, NB)
- Development of relationship and brand-value with regulator so as to influence outcome of key regulatory developments
- Maintenance of Central Telecom Store for storage and distribution of centrally procured items
- Monitoring quality of supplies procured externally through vendors and produced internally at the Telecom Factories
- Undertaking acceptance testing of switching and transmission systems
- Creation of annual business plan for the company across business units (CFA, CM, Enterprise, NB) by liaising with GM (Business Planning) – CFA, GM (Business Planning) – CM, GM (Business Planning) – Ent, Executive Director (New Businesses) – NB and Head of Business Planning at Circle
 - o Financial targets – overall budget (revenue, capex, opex), profitability, etc
 - o Customer/ Market targets – # connections, churn, market share, ARPU, etc
 - o Operational targets – network roll-out & operations, customer service, etc
- Target-setting for Circles by liaising with GM (Business Planning) – CFA, GM (Business Planning) – CM, GM (Business Planning) – Ent, Executive Director (New Businesses) – NB and Head of Business Planning at Circle
 - o Conducting Heads of Circle Conference (HOCC) for the same
- Creation of a robust CMD dashboard and company-wide MIS for effective monitoring of performance against business plan
 - o By business unit (CFA, CM, Enterprise, NB)
 - o By Circle
- Monitoring performance against business plan at Corporate level (by business unit and by Circle)
 - o Publishing quarterly reports on performance
 - o Sharing best practices across business units and Circles
 - o Outlining corrective actions that can be taken, if required
- Liaisoning with business units and Circles for smooth day-to-day operations
- Liaisoning with HR section for adequate staffing and training within Corporate Affairs section
- Development of employees to ensure continuous improvement in individual and company performance
- Encouraging a performance-oriented culture with emphasis on team-building and mentorship

Executive Director (Core Network) - Ent

Job title/ Designation	Executive Director (Core Network) - Ent
Job objective	Planning, roll-out, upgradation and maintenance of all Core Network assets through coordination with Circles, Project Circles and Maintenance Regions
Reporting to	o Director (Enterprise) - -

<ul style="list-style-type: none"> • Operations and maintenance of all Core Network assets, defined as <ul style="list-style-type: none"> o Transmission media - up to local exchange (PSTN), up to DSLAM (data) o MPLS Core Network devices and MNGT, along with transport layer • Creation of long-term & short-term plan and budget for expansion and upgradation of Core Network assets <ul style="list-style-type: none"> o Compilation of expansion plans submitted by each Circle o Liaisoning with other business units for synergy o Pro-active evaluation, testing and adoption of new technologies, based on <ul style="list-style-type: none"> ▪ Business needs ▪ Competitor benchmarking • Formulation of policy for engaging services of external agencies (as and when required) for network expansion, upgradation and maintenance • Engaging and monitoring centralized vendors (as and when required) for network expansion, upgradation and maintenance, against pre-defined SLAs (liaisoning with relevant sections for the same) • Ensuring timely roll-out, upgradation and back-integration of Core Network assets across Zones, in line with the overall network plan for BSNL • Managing relationships with vendors, suppliers, etc jointly with GM (Procurement Finance) - Fin • Managing operations and maintenance of all Core Network assets across Zones <ul style="list-style-type: none"> o Formulation of policy, issuing of instructions and fixing Quality of Service (QoS) parameters for operations and maintenance o Ensuring SLA adherence on operations of Core Network assets o Conceptualization, implementation and upgradation of Network Operating Center (NOC) for detection of transmission faults o Ensuring inspection of Core Network assets on a periodic basis by liaisoning with CGM (Inspections) - CA at Head Office • Ensuring prioritized service for all enterprise customers (platinum, gold, silver) <ul style="list-style-type: none"> o Service delivery - commissioning of projects o Service assurance - fault detection and repair • Monitoring utilization of deployed network assets at Corporate level (by Zone) <ul style="list-style-type: none"> o Results to be incorporated into overall plan for network modification and expansion • Ensuring all existing and new leased circuits to enterprise customers are billed correctly through set up of modern, accurate and efficient processes for leased circuit billing through the use of IT systems and tools • Liaisoning with Project Circles and Maintenance Regions for smooth day-to-day operations • Development of employees to ensure continuous improvement in individual and company performance • Encouraging a performance-oriented culture with emphasis on team-building and mentorship

Executive Director (New Businesses) – NB

Job title/ Designation	Executive Director (New Businesses) – NB
Job objective	Conceptualization, incubation and implementation of different new business opportunities for BSNL. Evaluating expansion of company operations internationally. Management of company's CEA Wings and telecom factories. Creating a work environment that encourages commitment and performance by ensuring employee growth and development
Reporting to	o CMD

<ul style="list-style-type: none"> • Conceptualization and timely implementation of new business opportunities for the company, such as Passive Infra Sharing <ul style="list-style-type: none"> o Liaisoning with relevant stakeholders within the company to identify new business opportunities and conducting business case for the same o Ensuring senior management consensus on the business case o Creation of a detailed implementation plan for new business opportunities approved by the senior management o Ensuring timely implementation of approved new business opportunities o Ensuring successful development of new business opportunities such that they meet targets specified in the business plan • Creation of annual business plan for NB business unit by liaisoning with PGM (Corporate Planning & Monitoring) – CA and financial plan by liaisoning with GM (Budgeting & Financial Control) – Fin, including <ul style="list-style-type: none"> o Financial targets – overall budget (revenue, capex, opex), profitability, etc o Customer/ Market targets – tenancy, # customers, etc o Operational targets – network roll-out & operations, customer service, etc • Advising administrative and production departments within BSNL on technical matters related to Civil & Building Works, Electrical and Architecture fields • Formulation of policy for engaging services of external agencies (as and when required) • Engaging and monitoring centralized vendors (as and when required) against pre-defined SLAs • Ensuring timely production and distribution of equipment and materials at Telecom Factories, by liaisoning with PGM (Material Management) – CA • Overseeing the USO project of BSNL including planning, procurement, execution and monitoring against targets <ul style="list-style-type: none"> o Liaisoning with Government and other telecom operators and submitting bids for USO towers • Exploring opportunities to expand company operations internationally, including participation in spectrum and license-bidding in other countries • Liaisoning with HR section for adequate staffing and training within NB business unit • Development of employees to ensure continuous improvement in individual and company performance • Encouraging a performance-oriented culture with emphasis on team-building and mentorship
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