



OFFICE MEMORENDUM

Sub: Calling of Volunteers for one post of Chief Finance Officer (CFO) on deputation to MTML, Mauritius.

MTNL is looking for qualified and experienced professionals, on deputation basis, from amongst the existing MTNL officers to take-up the challenging and result oriented assignments in MTML, Mauritius, a 100% subsidiary of MTNL.

The eligibility requirement of the officers is as per detail given below:


Post		Chief Finance Officer (CFO)
Number of Officers Required		ONE
Eligibility Conditions	Age Criteria	must be less than 56 years as on 31.10.2018
	Essential and Desirable	must be an Accounts personnel of the rank of Senior Manager or above, having sufficient work experience in Cash & Works, Billing and IT Systems, TR, Inter Connect Billing, Project Finance, Banking Operation, Tariff Handling and Accounts Closure

Additional requirement: The officer must know driving and must have a valid Driving License.

Period of Deputation: The deputation period shall be initially for three years governed by MTNL Foreign Deputation Rules 2006 and further extension shall be as per prevailing MTNL Rules.

How to apply: The willing officers must submit their applications in prescribed proforma through mail to mtnldeputation@gmail.com (Tel. no. 24322220) **positively by 31st October, 2018**. However, applications alongwith Vigilance/ Disciplinary Status Report must reach to DGM(Pers),CO, by 15th November, 2018 through proper channel for final consideration.

No application shall be a part of selection process if received through mail after 31st October, 2018.


(R.K.Tahwar) ✓
DGM (Pers), CO

Copy to:

1. CMD, MTNL
2. Director (HR&EB) / Director (Tech.) / Director (Fin.)
3. CEO, MTML, Mauritius
4. ED, MTNL, Delhi/Mumbai/PGM (WS), Delhi
5. GM (Admn.), Delhi/Mumbai
6. GM(Fin.), Delhi / Mumbai/CO
7. All GMs, Corporate Office
8. SDE (Website) – for posting at MTNL Corporate Website

(Application Form for calling of volunteers for the post of _____ for deputation to MTML, Mauritius)

1.	Name	
2.	Staff No./Emp. No.	
3.	Date of Birth and age as on 31.10.2018	
4.	Category (Gen./SC/ST/OBC/others)	
5.	Recruitment Year	
6.	Present post	
7.	Date from which the present post held	
8.	Present Grade of Pay	
9.	Date from which the present grade of pay held	
10.	Substantive Post	
11.	Mobile Number	
12.	Email Id	

13. Family Details:

Single / Married	
Working Status of Spouse	
No. of Children	

14. Educational / Professional Qualification/s (Graduation onward):

S.No.	Name of Qualification	Name of Institution	Year of Passing	%age	Tick the relevant		
					Full Time	Part Time	Correspondence / Distance

15. Posting details starting from present posting (attach extra sheet if required):

S.No.	Designation	Unit	Period		Nature of Duties
			From	To	

DECLARATION TO THE SIGNED BY THE APPLICANT

I undertake that all the statements made in the application are true, complete and correct to the best of my knowledge and belief. I also understand that in the event of any particular information found false or incorrect, my candidature for the post applied for is liable to be rejected or cancelled at any time without any specific notice period.

Signature of the applicant

The details from S.No.1 to 15 have been verified by concerned AO(P&A)

Signature & Stamp of verifying Officer

It is certified that there is no Vigilance / Disciplinary case is pending / contemplated against the officer and the case is recommended for further submission.

Signature & Stamp of Controlling Officer