

महाप्रित कंपनीकडे करारतत्वावर नियुक्तीसाठी सूचना

महाप्रितच्या कंपनीसाठी करारतत्वावर एकूण २१ पदे भरण्याकरीता दि. ०४/०७/२०२४ रोजी जाहिरात देण्यात आली होती. सदर जाहिरातीनुसार अर्ज स्वीकारण्याचा अंतिम दि. १६/०७/२०२४ असा होता. त्यानुसार कंपनी सचिव (१ पद), उपमहाव्यवस्थापक (वित्त) (२ पदे), क्रेडीट विश्लेषक (MAIF) (२ पदे), मुख्य वित्तीय सल्लागार (१ पद), नेटवर्क विश्लेषक (१ पद) या पदांसाठी अर्जदारांचा पुरेसा प्रतिसाद प्राप्त न झाल्याने सदर पदांसाठी विहीत करण्यात आलेल्या अटी व शर्ती काही प्रमाणात शिथील करून उपरोक्त नमूद पदांसाठी नव्याने जाहिरात प्रसिध्द करण्यात येत आहे. तरी या पदांसाठी इच्छुक उमेदवारांनी दि. ०५/०८/२०२४ च्या ५.३० वाजेपर्यंत अर्ज करावेत. अधिक माहितीकरिता कृपया <https://mahapreit.in> या संकेतस्थळावर भेट द्यावी.

दि. ०४/०७/२०२४ रोजीच्या जाहिरातीद्वारे प्राप्त झालेले अर्ज (दि. १६/०७/२०२४ रोजीपर्यंत प्राप्त) छाननीसाठी ग्राह्य धरण्यात येतील. त्यामुळे ज्या अर्जदारांनी दि. ०४/०७/२०२४ रोजीच्या जाहिरातीन्वये अर्ज केले आहेत त्या अर्जदारांनी पुन्हा नव्याने अर्ज करण्याची आवश्यकता नाही.

उपमहाव्यवस्थापक (प्रशासन)

महाप्रित

**MAHATMA PHULE RENEWABLE ENERGY AND INFRASTRUCTURE
TECHNOLOGY LTD.**
(Subsidiary of MPBCDC, a Government of Maharashtra undertaking)

Tel.No.: 022-69214400

B- 501, 502, Pinnacle Corporate Park,
Next to Trade Centre, Bandra-Kurla
Complex, Bandra (East),
Mumbai-400051.
Dated: 26/07/2024

CIRCULAR

The Mahatma Phule Renewable Energy and Infrastructure Technology Ltd. Mumbai (MAHAPREIT), invites Applications from willing and eligible individuals for engagement for the following posts on full-time contract basis initially for a period of one year.

Sr. No.	Name of the post	Required Number
1	Company Secretary	1
2	Deputy General Manager (Finance)	2
3	Credit Analyst (MAIF)	2
4	Chief Finance Advisor	1
5	Network Analyst	1
Total		7

2. No other compensation apart from consolidated fee / remuneration will be admissible, even if a person attends the office on holidays and works beyond normal officehours.
3. The details including eligibility criteria, terms of reference etc. are enclosed. MAHAPREIT reserves the right to accept or reject in part or in full or all responses without assigning any reasons whatsoever. Terms and Conditions of engagement are mentioned in **Annexure-I.**
4. The last date for receipt of applications, in the prescribed format, is 5th August 2024 up to 5.30 pm. Applications received after due date/time will not be considered.
5. Applications, as per **Annexure-II** may be sent by hand delivery or by post / courier or E-mail to the Director (Operations), Mahatma Phule Renewable Energy and Infrastructure Technology Ltd. (MAHAPREIT), B- 501, 502, Pinnacle Corporate Park, Next to Trade Centre, Bandra-Kurla Complex, Bandra (East), Mumbai-400051. (E-Mail ID- dgm.admin@mahapreit.in)

**MAHATMA PHULE RENEWABLE ENERGY AND
INFRASTRUCTURE TECHNOLOGY LTD.**
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1. Eligibility:

Sr. no.	Name of the post	No. of Post	Qualification	Age Limit	Experience
1	Company Secretary	(Please refer MAHAPREIT advertisement dated 19/07/2024 in Loksatta and Indian Express Newspaper and 22/07/2024 on MAHAPREIT Website)	Commerce / Law Graduate and have passed the final examination of ICSI	55 Maximum	1) Minimum 5 years of post-qualification experience in Corporate Law / Corporate Affairs / AIF and related matters. 2) Applicant must have adequate knowledge of Marathi, Hindi and English languages.
2	Deputy General Manager (Finance)	2	Commerce Graduate (CA (Inter) / ICMA (Inter) will be added advantage)	65 Maximum	1) Minimum Three to Five years of experience in Finalization of Accounts. 2) Experience preferably: (2.1) Commercial accounting, Compilation Profit & Loss Account, Balance Sheet & Annual Statement of Accounts. Preparation of Annual Budget. (2.2) Works related to Taxation GST, TDS and experience in SAP-ERP system. (2.3) Applicant must have adequate knowledge of Marathi, Hindi and English
3	Credit Analyst (MAIF)	2	Graduate With Chartered Accountant / ICMA	35 Maximum	Two years post-qualification work experience in working with Alternative Investment Fund (AIF) and or experience in Corporate Finance/Credit Analyst with Corporate Finance Advisory Firms/Companies.

4	Chief Finance Advisor	1	Batchlor Degree in Any Field + MBA / CA	50 Maximum	Minimum 15 years of Experience in Finance rolls, including financial analysis, Project Advisory Strategic Planning, Budgeting, Forecasting, Leadership and Financial Management.
5	Network Analyst (Hardware and Software)	1	Batchlor Degree / Diploma in Computer Science or Any Engineering Stream (Diploma / Degree)	42 Maximum	Minimum 5 years of experience in Network Analysis and related Technical Areas for Degree holder. Minimum 7 years of experience in Network Analysis and related Technical Areas for Diploma holder.

2. **The Applications received by the advertisement dated 04/07/2024 (Received up to 16/07/2024) will be considered for Scrutiny. So, the applicants who have applied earlier to the advertisement dated 04/07/2024 need not apply again.**

3. **Remuneration:**

Sr. No.	Name of the post	Monthly Remuneration + Traveling Allowance	Total Monthly Remuneration
1	Company Secretary	75,000 + 15000	90,000/-
2	Deputy General Manager (Finance)	50,000 + 15000	65,000/-
3	Credit Analyst (MAIF)	60,000 + 25,000	85,000/-
4	Chief Finance Advisor	1,00,000 + 30,000	1,30,000/-
5	Network Analyst (Hardware and Software)	45,000	45,000/-

- 3.1. Selected Candidates shall not be entitled to any allowance such as DA, transport residential accommodation, medical reimbursement, telephone etc.
- 3.2. Travelling allowance on tour outside the MMR region, if any, shall be as per the actual expenses approved by the concern authority.

4. **Engagement:**

- 4.1. The engagement of a Selected Candidates (full-time) will be purely on contract basis and will not confer any right for regular appointment in MAHAPREIT or in its associated organizations.
- 4.2. The contract would initially be for a maximum period of one year and may be further extended on year-to-year basis, subject to functional requirements, appraisal of performance and medical fitness of the individual.

5. Working Hours:

- 5.1. The Selected Candidates (full-time) shall be required to observe the normal office timings and may also be called upon to attend office beyond office hours including on Saturday, Sunday or any holiday in case of requirement.
- 5.2. The Selected Candidates will mark his attendance in Biometric/Attendance Register mandatorily failing which may result in deduction of remuneration.

6. Leave:

- 6.1. The full- time Selected Candidates shall be entitled to avail EIGHT days of Leave in a calendar year. He/ she shall not draw any remuneration in case of his absence beyond EIGHT days in a year.
- 6.2. The un-availed leave in a calendar year can neither be carried forward to next calendar year nor be entitled for leave encashment.

7. Deduction of Tax at Source:

Income Tax or any other tax will be deducted at source as per Government instructions. Necessary TDS Certificate will be issued to the Selected Candidates.

8. Confidentiality of data and documents:

- 8.1. The Intellectual Property Rights (IPR) of the data collected as well as deliverables produced for MAHAPREIT shall remain with MAHAPREIT.
- 8.2. No one shall utilize or publish or disclose or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purpose of this assignment or during the course of assignment for MAHAPREIT, without the express written consent of MAHAPREIT.
- 8.3. The Selected Candidates shall be bound to hand-over the entire set of records of assignment to MAHAPREIT before the expiry of the contract, and before the final payment is released by MAHAPREIT.
- 7.4 The Selected Candidates would be required to sign a non-disclosure undertaking as per **Annexure-III**.

9. Conflict of interest:

- 9.1. The Selected Candidates appointed by MAHAPREIT, shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of MAHAPREIT, nor will he indulge in any activity outside the terms of employment / contractual assignment.
- 9.2. The Selected Candidates shall not claim any benefit/compensation/absorption/regularization of service with this Company/Corporation under the provision of Industrial Disputes Act, 1947 or Contract Labour (Regulation and Abolition) Act. 1970.

10. Termination of Agreement terminate the contract to which these terms apply if-

- 10.1. The Selected Candidates is unable to address the assigned work.
- 10.2. Quality of the assigned work is not to the satisfaction of the Officer/Division of MAHAPREIT,
- 10.2. The Selected Candidates is found lacking in honesty and integrity.

- 10.3. MAHAPREIT may terminate the contract at any time without giving any notice and without assigning any reason.
- 10.4. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after issue of the appointment letter, the MAHAPREIT reserve the right to modify, withdraw or cancel any communication made to the application.
- 10.5. MAHAPREIT reserves the right to postpone or cancel the entire recruitment process without giving any notice or reason at any time.

ANNEXURE-II



Format of Application on contract basis in MAHAPREIT.

Name	
Mother's/Father's /Husband's Name	
Date of birth	
Address for Correspondence	
Permanent Address	
Contact No. /Nos. Mobile:	
Email ID	
Aadhar No.	
PAN No.	
Post Applied for.	
Educational / Technical Qualification (S)	
Details of experience to be attached in proforma appended as "APPENDIX	
Name of the office where the Candidate was last working.	
Any other relevant information (use a separate sheet, if necessary)	

The information furnished above is true. I have carefully read the terms and conditions mentioned in Annexure- I. and they are acceptable to me.

Name and Signature of the Applicant

NON-DISCLOSURE UNDERTAKING

The Managing Director,
Mahatma Phule Renewable Energy and Infrastructure Technology Ltd.
B-501, 502, Pinnacle Corporate Park,
Next to Trade Centre, Bandra-Kurla Complex,
Bandra (East), Mumbai-400051.

Hon'ble Sir,

I hereby undertake,

1. To treat all the information that comes to my knowledge as part of my duties in this office as confidential information and keep it strictly confidential.
2. not to sell, trade, publish or otherwise disclose to anyone in any manner whatsoever including by means of reproduction either in physical, hardcopy, digital or in electronic format.
3. to hold such confidential information in trust and confidence both during and after the terms of my engagement.
4. not to engage in any other employment/occupation/consultancy activity during my engagement with MAHAPREIT which would otherwise conflict with my obligations towards MAHAPREIT.
5. to abide by data security policy and related guidelines issued by MAHAPREIT.
6. shall not resort to any corrupt practices in any aspect and at any stage during the tenure of engagement.
7. in the event of my termination or employment for any reason whatsoever, I shall promptly surrender and deliver to the MAHAPREIT any records/material, equipment, documents or data which is of confidential nature.
8. I shall keep MAHAPREIT informed of any change in my address or contact details during the period of my engagement
9. I understand that I can be terminated at any point of time for breach of the above conditions and can be proceeded against under the relevant laws for the time being in force.
11. For the purpose of this undertaking, Confidential Information means any information received from any source, whether in physical, electronic or in digital format.

Yours faithfully,

Signature:

Name:

Address:

Dated:

Personal Contact No.