



## GUJARAT ENERGY TRANSMISSION CORPORATION LTD.

Sardar Patel Vidyut Bhavan, Race Course, Baroda 390007

Website : [www.getcogujarat.com](http://www.getcogujarat.com)

ISO 9001:2008

CIN: U40100GJ1999SGC036018

### INVITES

#### APPLICATION FOR THE POST OF CHIEF FINANCE MANAGER

Gujarat Energy Transmission Corporation Ltd. (GETCO) is a leading ISO 9001:2015 State utility in Transmission Business having its Head Quarter at Vadodara. It has strong work force of more than 17,000 employees with its transmission network spread over Gujarat State for power evacuation from generating stations and transmitting to DISCOMs.

As we are on high growth trajectory and need to strengthen our manpower strength, we invite applications from young and energetic Finance Professionals to go through selection procedure and take up challenging task in GETCO.

#### CHIEF FINANCE MANAGER

Sr. No.	Criteria	Description
01.	Qualification	CA / ICWA
02.	Experience	<ul style="list-style-type: none"><li>15 (fifteen) years' post-qualification experience in a Central / State / Public Sector Undertaking or in a Public Limited Company having turnover not less than Rs. 500 Crores per annum. Out of 15 (fifteen) Years, 05 (five) Years' experience should be in a Senior Management Cadre of the Finance &amp; Accounts Department. Experience in Power Sector Companies shall be preferred.</li></ul>
03.	Job Description	<ol style="list-style-type: none"><li>01. Preparation of Annual Accounts – both Standalone and Consolidated under the Companies Act, 2013 and IndAS issued by ICAI.</li><li>02. Fund raising and arranging long term &amp; short term loans.</li><li>03. Working Capital Management</li><li>04. Preparation of Accounts and Investment of Corpus of CPF / Gratuity Trust.</li><li>05. Monitoring of Payments &amp; Receipts cash flows.</li><li>06. Preparation of MIS data, Board Notes etc.</li><li>07. Dealing with Statutory, Internal &amp; C &amp; AG Auditors.</li><li>08. Handling Income-Tax &amp; Goods &amp; Service Tax Assessments, filing of Returns, appearing before IT Authority, filing of Appeals before Appellate Authorities.</li><li>09. Employees' Salary &amp; Tax planning.</li></ol>



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03.	Job Description	10. Finalization of Accounts, Cost Audit, Tax Audit etc. 11. Reconciliation of Accounts and correspondence with Suppliers, Buyers, etc. 12. Processing of payment and scrutiny of Purchase bills, Transmission, Open Access, consultants, legal and miscellaneous. 13. Asset Capitalisation, Asset Management & Inventory Management 14. Regulatory and Legal matters related to Tariff and Open Access etc. 15. Ensuring timely payments of applicable Taxes and TDS, filing of Tax Returns and compliance of Audit etc. 16. Incidental work related to above activities.
04.	Age Limit	Maximum 45 Years as on date of starting registration on website The upper age limit shall not be applicable in case of Departmental Candidates
05.	Pay Scale	Rs.1,29,800 – Rs.2,02,700/- plus other benefits as per Company's rules.
06.	CTC	Approximate CTC works out to 31.00 lacs p.a. which includes liberal perks like Housing Facility, Medical Reimbursement, Leave Travel Concession, encashment of Earned Leaves, Provident Fund, Performance Based Incentive etc.

**VACANCY:**

There is **01** vacancy of CFM

<b>FEES (NON REFUNDABLE)</b>	Rs.500.00 (Incl. GST) <ul style="list-style-type: none"><li>• The applicant has to pay application fees On-line through Credit Card / Debit Card / Net Banking.</li><li>• Bank charges shall be borne by the applicant.</li><li>• Application fee once paid will not be refunded on any account.</li><li>• No other mode of payment i.e., Demand Draft, Money Order, Postal Order, Cheque etc. is acceptable.</li></ul>
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If you meet the above criteria & have the drive and passion towards the profession and willing to make a career in the Finance Department of Power Sector in Gujarat, Apply online on [www.getcogujarat.com](http://www.getcogujarat.com). Starting date of registration is **04.03.2023** and last date of registration is **24.03.2023**.

**GENERAL TERMS AND CONDITIONS:**

The Candidates are requested to carefully read the terms and conditions stated below:

01. Candidates are required to submit **ONLINE APPLICATION** only.
02. The candidates shortlisted for Test/ Personal Interview on basis of their “on line applications” shall not be required to submit photocopies of all the relevant certificate at present and the same shall be submitted along with original certificates for verification as and when required.
03. The Management reserves the right to short-list, select and reject any candidates for Test/ Personal Interview as the case may be for selection.
04. The Management reserves the right to cancel the Selection List / Waiting List at any time at its sole discretion, without assigning any reasons thereof.

Filling up of the post is at the discretion of Management based on suitability of candidates. The management in all matters relating to eligibility, acceptance or rejection of the application made, shall be final and management will not entertain any enquiry or correspondence in this regard.

Any Amendment by GUVNL/GETCO in regard to Pay Scale, Service Rules and Other Terms & Condition in future shall be part of above Recruitment Process, shall be binding on the Candidates.

05. The candidates who have been given grades in their result (graduation) shall have to submit a certificate issued by their University/Institute specifying percentage equivalent to the grades obtained by them along with decimals.
06. Mere submission of online application does not guarantee the adequacy of candidature for being considered for the further selection process.
07. While preparing selection list, if two or more candidates are found with equal score, the selection will be in the following manner:



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They will be kept in merit according to their date of birth i.e. the elder will be kept in higher priority to younger. Candidates of Gujarat domicile will be given priority over non-domicile candidates irrespective of date of birth/age.

In case the date of birth is also found same, then the candidate securing higher percentage in CA / ICWA shall be considered above the candidate securing lower percentage in CA / ICWA. In case all the above three factors are same i.e. equal score, equal date of birth and equal percentage in CA / ICWA, the alphabetical sequence of the name of the candidate starting from A will be considered.

08. The Selection List as and when required as per the vacancy position shall be drawn from result published. The result published shall be valid for the period of one year from the date of publication.
09. In case name or caste changes due to marriage or any other reason in educational certificates, then the Gazette copy is required, failing which the candidature for the further process will be rejected.
10. No travelling fare will be paid to any candidates for attending the Test /Personal Interview as the case may be.
11. The selection procedure shall comprise of Test/ Personal Interview as per provisions of GUVNL Circular dtd. 07.12.2018.

Selection for the post of CFM shall be made on the basis of Personal Interview, if numbers of eligible candidates are 20 or less. Otherwise, the selection will be carried in two stages i.e. MCQ based Evaluation Test & Personal Interview having equal weightage of 50% each.

12. The candidates working in Government / Semi Government or PSU Organization shall have to produce "**NO OBJECTION CERTIFICATE**" from the concerned organization at the time of Personal Interview as the case may be, failing which, their candidature will be disqualified.  
If the selected candidate working in any Company or Organization, He/She shall have to produce relieving letter from the previous Employer at the time of resuming his/her duty, failing which, his/her Appointment Order, shall stand cancelled.
13. Candidates are requested to apply Online only, if they are fulfilling requisite criteria. Since, we are not seeking all the documents at the time of application submission online; candidate has to doubly ensure that he/she fulfil all the requisite criteria. All the documents of selected Candidates shall be verified at appropriate stage and if found not fulfilling any criteria, his/her candidature shall be cancelled immediately



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and his/her shortlisting in selection list shall not be a ground for claiming employment/ recruitment.

14. Candidates are requested to visit on [www.getcogujarat.com](http://www.getcogujarat.com) for regular updates regarding schedule of test and other relevant notifications. The GETCO does not owe any responsibilities in this regard, if any candidate fails to note latest updates, no claims shall be entertained.
15. In case of selection, the candidates have to fulfil the requisite physical fitness standards as per company's rules.
16. Interested candidates meeting above criteria may apply "online" **and complete all the tasks as mentioned in online registration portal on or before 24.03.2023.**
17. Canvassing in any form shall debar the candidate from selection.

**Documents to be produced as and when required by the Company**

Application Form duly filled in with:

1. Online application form along with two recent passport size photographs should be affixed on the application form.
2. Resume / CV
3. Attested copy of
  - ✓ School Leaving Certificate.
  - ✓ All Mark sheets of Graduation and CA / ICWA issued by University/ Institute.
  - ✓ **Certificate from the institute/ university mentioning percentage marks obtained in case grading system is in place (i.e. of last two semesters / last year).**
  - ✓ Degree Certificate,
  - ✓ Disability Certificate
4. Certificate mentioning the relevant experience
5. NOC from present employer.
6. In case of departmental candidates, copy of appointment order and employee ID card should be attached.
7. Domicile certificate (If Applicable).



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8. Identification Proof (Voter ID/ Pan Card/Aadhar Card/Driving License etc).
9. Residential Address Proof (Voter ID / Aadhar Card / Driving License / Electricity Bill / Telephone Bill / Ration Card etc).

**Help Desk:** In case of any queries please write to Email address  
**[recruit.getco@gebmail.com](mailto:recruit.getco@gebmail.com)**

**Note:** - Whenever documents are called from the candidates, submission to be made by the candidates within stipulated time, failing which his/her candidature shall be cancelled for the post.

**GENERAL MANAGER (HR)**