



**EASTERN POWER DISTRIBUTION COMPANY OF A.P. LIMITED
CORPORATE OFFICE**

P&T Colony, Seethammadhara, Visakhapatnam – 530 013

NOTIFICATION Dt. 17-09-2013

The APEPDCL invites applications from the eligible candidates for filling up of DEPUTY GENERAL MANAGER / LEGAL AFFAIRS (1 post) on outsourcing basis. The other details may be downloaded from www.apeasternpower.com

CHIEF GENERAL MANAGER/Comml., RA & HRD



**EASTERN POWER DISTRIBUTION COMPANY OF A.P. LIMITED
CORPORATE OFFICE**

P&T Colony, Seethammadhara, Visakhapatnam – 530 013

Eastern Power Distribution Company of AP Limited (wholly owned by Govt. of AP) engaged in business of supply and distribution of electricity and other activities in five districts of Andhra Pradesh based at Visakhapatnam requires “DEPUTY GENERAL MANAGER / LEGAL AFFAIRS” on outsourcing.

The following is the eligibility criteria for Deputy General Manager/LA (on outsourcing basis):-

Qualification & Experience:

The candidate should be a **LAW GRADUATE**. Post Graduate will be preferred.

About 10 Years experience in:

- Drafting / vetting on petitions, counters, affidavits, etc.
- Offering legal opinions in the matters of Labour, Consumer, Finance, Commercial, etc.
- Coordinating with Advocates of Division / District / State / National level.
- Coordination with all Dist. HQs (Circles), Divisions from Corporate Office.
- Visits to all Circles / Divisions and review on all legal matters of the Company.
- Reasonable experience of regular practice in a Court of Law.
- Any other matters entrusted from time to time.

The position will report to Chief General Manager – H.R.D.

Age - Not below 35 years

Remuneration: Rs. 27,446/- per month (Rupees Twenty Seven Thousand Four Hundred and Forty Six only)

HRA:- 20% of the Basic Pay subject to maximum of Rs.8000/-(Rupees Eight thousand only)

Conveyance:- Rs. 800/- p.m. (Rupees Eight Hundred only)

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Annual Grade Increment: Rs.1,152/- (Rupees One Thousand One Hundred and Fifty Two only) allowed on successful completion of One year contract period.

Location : The post is located at Visakhapatnam where the registered office of APEPDCL is located. However, the candidate is liable to serve at any location within the area of supply of the company at the discretion of the company.

Other Perks:

Medical : Re-imburement of Medical Charges upto Rs.5,000/- (Rupees Five thousand only) per annum on pro-rata basis.

Leave :

Casual Leave - 15 days per annum

Earned Leave - 15 days per annum (Not encashable)

No other form of leave is granted. Any other leave will be treated as E.O.L.

“Maternity Leave: As per E.O.O. (CGM-HR) Ms. No.160, Dt.17.10.2003 the candidate shall be eligible for Maternity Leave of 45 days and payment of consolidated amount equal to 45 days of Salary during the Maternity Leave, to those with less than two surviving children from the date of confinement”

Period of Agreement:

The period of agreement of the post will be one year and renewable on year to year basis depending on the requirement and performance. The candidate shall execute an agreement with APEPDCL. The term of the employment will be terminated on the last day of the agreement. No formal notice or order will be issued separately. The agreement will be terminated during the period of contract, on three months notice or on payment of three months Basic Pay in lieu thereof by either side.

During the above Agreement period the candidate shall deposit his/her original certificates such as Degree / Diploma, date of birth, community and experience, etc with APEPDCL. The Certificates so deposited with APEPDCL shall not be returned during the above Agreement period.

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Conduct, Discipline and Appeal Rules:

- a) The Conduct, Discipline and Appeal Rules applicable at APEPDCL in respect of the non-workmen category of staff as amended from time to time would apply mutatis mutandis to the candidate with the modification that the disciplinary authority in such case would be the Board of APEPDCL represented by the CMD.
- b) If the candidate wishes to terminate the contract APEPDCL reserves its right not to accept the same if the circumstances so warrant eg., if disciplinary proceedings are pending or a decision has been taken by the competent authority to issue a charge sheet to the candidate.
- c) In respect of other terms and conditions not covered above, the candidate will be governed by the Regulations of APEPDCL.

Duties & Responsibilities of DGM/LA

He / She has to manage all Legal issues for the Company providing professional legal advise, recommending and coordinating on appropriate courses of action on such matters. Actively review all matters related to legal compliances and pending claims, with a view to safeguard Company interest. Hence, for all legal aspects, DGM / LA is the coordinator in the Company, as well as to advice the field offices also. He / She shall pursue the legal cases both for Corporate Office and field and with SLA also.

In addition to the above, he/she has to attend:-

- i) Preparation of para-wise remarks in consultation with concerned offices in APEPDCL.
- ii) Download the daily cause lists from website and put up before the Chief General Manager/HRD and also intimate the concerned, to whom the case is related. If there is any emergency viz. Contempt Petitions etc. it should be brought to the notice of concerned office/section for swift action on company side.
- iii) Pursue with the SLA of APEPDCL and other Advocates, to whom the cases are entrusted, from time to time and to attend High Court whenever necessary.

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- iv) Review all the court cases every month relating to Corporate Office.
- v) Review all the court cases relating to field offices and advise them suitably.
- vi) Monitor the works of Liaison Officer of APEPDCL, who is working at Hyderabad to co-ordinate with SLA and the Department in court matters.

Interested persons should submit their application in English with covering letter, recent photograph and detailed BIO-DATA (with testimonials), highlighting qualifications, experience and significant achievements, along with appropriate references, to the following address by **05.10.2013 at 5 pm**. In complete/late received applications shall be rejected.

The Chief General Manager / Comml., RA & HRD,
APEPDCL,
Corporate Office,
P&T Colony,
Seethammadhara,
Visakhapatnam – 530 013.

CHIEF GENERAL MANAGER/Comml., RA & HRD