

No. M-13013/4/2018-US(FILMS)
Government of India
Ministry of Information & Broadcasting
'A', Wing, Shastri Bhawan, New Delhi-110001

Dated: 1st May, 2024

VACANCY CIRCULAR

Subject: Appointment to the posts of Managing Director and Director (Finance) in National Film Development Corporation (NFDC) Ltd., a Schedule 'B' CPSE through Search-cum-Selection Committee (ScSC) mode.

Applications are invited for filling up the posts of Managing Director and Director (Finance) in National Film Development (NFDC) Ltd., a Schedule 'B' CPSE, from eligible candidates, for a period of five years from the date of joining or up to the date of superannuation or until further orders, whichever is the earliest.

2. Company profile, Job Description including the eligibility criteria, duration of the post and other details and the application proforma for appointment to the posts of Managing Director and Director (Finance) in NFDC can be downloaded from the Ministry of Information & Broadcasting's Website i.e. <https://www.mib.gov.in>.

3. The Cadre Controlling Authorities are requested to forward the duly filled in applications (as per the application proforma) along with copies of relevant documents as per the requirement indicated in the Job Description, of the eligible and willing officers to the following address within 28 days of advertisement of the posts in 'Employment News':

Joint Secretary (Films)
Ministry of Information & Broadcasting
Room No. 649-A, 'A' Wing
Shastri Bhawan, New Delhi-110001
Tel.: 011-23384996, 011-23071631

4. Incomplete applications or applications received after due date i.e. after 28 days of advertisement of the posts in 'Employment News' will be summarily rejected. For convenience, a scanned copy of the same may also be sent at e-mail: jsfilms.inb@nic.in.

5. It is also requested that advance action may be taken to keep the ACRs for the last 10 years of those candidates ready along with their vigilance profile [(i) penalty imposed, if any, during the last 10 years, (ii) details of disciplinary action initiated/being initiated if any, etc.] to be furnished as and when selection meeting is scheduled.

6. In case the relevant details are not received within the stipulated period, it will be assumed that there are no eligible candidates to be sponsored for the posts.



(Surajit Indu)

Under Secretary to the Govt. of India
Tel: 011-2338 5221

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To

All Ministries/Departments of the Govt. of India/Chief Secretaries of States/UTs

Copy to:

1. Sr. PPS to Secretary, Ministry of Information & Broadcasting
2. Sr. PPS to Additional Secretary, Ministry of Information & Broadcasting
3. PPS to Joint Secretary (Films), Ministry of Information & Broadcasting
4. PPS to Secretary, PESB, Block No. 14, CGO Complex, Lodhi Road, New Delhi with a request to upload a copy of the communication on the website of PESB
5. Director (ACC), DoPT, O/o Establishment Officer, North Block, New Delhi with the request to upload a copy of the communication on the website of DoPT
6. Shri D. Ramakrishnan, GM (P&A), NFDC with a request to upload a copy of the communication on the website of NFDC
7. Director, NIC Cell, Ministry of Information & Broadcasting for uploading on the website of Ministry of I&B
8. Guard File



(Surajit Indu)

Under Secretary to the Govt. of India
Tel: 011-2338 5221

JOB DESCRIPTION FOR THE POST OF MANAGING DIRECTOR, NFDC

NAME OF THE PSU	:	NATIONAL FILM DEVELOPMENT CORPORATION LTD.
NAME OF THE POST	:	MANAGING DIRECTOR
DATE OF VACANCY	:	24.04.2018
SCHEDULE OF THE CPSE	:	'B'
SCALE OF THE POST	:	Rs. 180000-320000 (w.e.f. 01.01.2017) [as per Schedule 'B' CPSE Criteria]

I. COMPANY PROFILE:

National Film Development Corporation Ltd. (NFDC) is a Public Sector Enterprise set up in 1975 under the Companies Act, 1956. The Company was registered during 1980 by the merger of erstwhile Indian Motion Picture Export Corporation (IMPEC) and Film Finance Corporation (FFC) and the company emerged as a Central Agency to promote Good Cinema in the country.

The Cabinet in its meeting held on 23.12.2020 had decided to merge four Film Media Units namely Films Division (FD), National Film Archive of India (NFAI), Directorate of Film Festivals (DFF) and Children's Film Society, India (CFSI) with NFDC by expanding the Memorandum of Articles of Association (MoAA) of NFDC, which will then carry out all the activities hitherto performed by them. The process of merger has been completed on 31.12.2022. The primary mandate before NFDC is to plan, promote and organize an integrated and efficient development of the film industry in accordance with the national economic policy and objectives laid down by the Central Government from time to time. The objects of the company, therefore, embody the spirit of service to the film industry and undertakes to foster excellence in cinema and to develop the state-of-the-art infrastructure as well as equity products in the audio-visual and related fields. NFDC is a Schedule 'B' Miniratna-II/CPSE in Financial Services Sector under the administrative control of Ministry of Information & Broadcasting.

Its Registered and Corporate Offices are at Mumbai, Maharashtra. The authorized share capital and paid-up capital of the Company is Rs.45.40 crore and Rs.45.39 crore, respectively as on March 31, 2023. The shareholding of Government of India in the Company is 100%.

II. JOB DESCRIPTION AND RESPONSIBILITIES:

The Managing Director is the Chief Executive of the Company and accountable to its Board of Directors and Government/Shareholders. He/she is responsible for the efficient functioning of the company and for achieving its corporative and performance parameters.

III. **ELIGIBILITY:**

1.

Age of superannuation 60 years			
Internal		Others	
Minimum	Maximum	Minimum	Maximum
45 years (as on 1 st April, 2023)	The Applicant should have 2 years' residual service on the date of vacancy w.r.t. the date of superannuation	45 years (as on 1 st April, 2023)	The Applicant should have 3 years' residual service on the date of vacancy w.r.t. the date of superannuation

2. **EMPLOYMENT STATUS:**

The applicant must, on the date of application, as well as on the date of interview, be employed in a regular capacity - and not in a contractual/ad-hoc capacity - in one of the followings:

(a) Central Government Group 'A' Officers including, the Armed Forces of the Union and All India Services.

Or

(b) Central Public Sector Enterprise (CPSE) (including a full-time functional Director in the Board of a CPSE).

Or

(c) Working at a senior level or at a minimal level of one level below the board level in a Company in Entertainment Sector excluding News and Print Media Companies of annual turnover more than Rs.250 crore

(the average audited annual turnover of three financial years preceding the calendar year in which the post is advertised shall be considered for applying the approved limits).

3. **Work experience & qualification in case of 2 (c) for private sector:**

The applicant should possess cumulative experience/exposure for at least 5 years during the last 10 years in Entertainment Sector excluding News and Print Media Companies. Having Masters or Equivalent/Post Graduate Diploma.

4. **PAY SCALE:**

(a) **Eligible Scale of Pay**

- (i) Rs. 7250-8250 (IDA) Pre 01/01/1992
- (ii) Rs. 9500-11500 (IDA) Post 01/01/1992
- (iii) Rs. 20500-26500 (IDA) Post 01/01/1997
- (iv) Rs. 51300-73000 (IDA) Post 01/01/2007
- (v) Rs. 120000-280000 (IDA) Post 01/01/2017
- (vi) Rs. 18400-22400 (CDA) Pre-Revised
- (vii) Rs. 37400-67000 + GP 10000 (CDA)
- (viii) Rs. 144200-218200 (Level 14) (CDA)

- (b) (i) Group 'A' officers of the Central Government including All India Services (AIS) should be holding a post of the level of Joint Secretary in Govt. of India or carrying equivalent scale **of pay on substantive basis on the date of application.**

(ii) **Applicants from the Armed forces of the Union** should be holding a post of the level of Major General in the Army or equivalent rank in Navy/Air Force on the date of application.

- (c) **Applicants from Private Sector** should be working at a senior level at a minimum level of one level below Board level in a Company in Entertainment Sector excluding News and Print Media Companies on the date of application.

5. **CONDITION OF IMMEDIATE ABSORPTION FOR CENTRAL GOVERNMENT OFFICERS**

Officers of Central Government and All India Services will also be eligible for exemption from the rule of immediate absorption.

IV. **DURATION OF APPOINTMENT:**

The appointment shall be for a period of five years from the date of joining or up to the date of superannuation or until further orders, whichever is earlier.

V. **SUBMISSION OF APPLICATIONS:**

- (a) The applicants should submit their applications through proper channel and through Cadre Controlling Authority.
- (b) CMDs/MDs/Functional Directors in CPSEs: through the concerned Administrative Ministry;
- (c) Below Board level in CPSEs: through the concerned CPSE;
- (d) Private Sector: directly to the Ministry of Information & Broadcasting.

VI. UNDERTAKING BY THE APPLICANT

The applicant has to give an undertaking as a part of the application that he/she will join the post, if selected. If an applicant does not give such undertaking, the application would be rejected.

- a. The appointment is on immediate absorption basis. However, exemption will also be provided from the rule of immediate absorption, if required by Applicant.
- b. If a candidate conveys his/her unwillingness to join after interview is held, he/she would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE.
- c. Further, if a candidate conveys his/her unwillingness to join after issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE.

VII. APPLICATIONS

Fill up the Application Form against this Job Description on the website of Ministry of Information & Broadcasting – <http://mib.gov.in/>, take a print-out and send it offline, as specified in para V.

Last date of receipt of complete applications is 28 days from the date of advertisement of the post in Employment News. No application shall be entertained under any circumstances after the stipulated period. Incomplete applications and applications received after the stipulated period shall be rejected. Ministry of Information & Broadcasting reserves the right to shortlist applicants for interview.

Applications are to be addressed to:

Joint Secretary (Films), Ministry of Information & Broadcasting
Room No. 649-A, 'A' Wing, Shastri Bhawan, New Delhi – 110001

ALL CORRESPONDENCE WITH THE MINISTRY OF INFORMATION & BROADCASTING SHOULD BE ADDRESSED TO JOINT SECRETARY (FILMS), MINISTRY OF INFORMATION & BROADCASTING.

JOB DESCRIPTION FOR THE POST OF DIRECTOR (FINANCE), NFDC

NAME OF THE PSU	:	NATIONAL FILM DEVELOPMENT CORPORATION LTD.
NAME OF THE POST	:	DIRECTOR (FINANCE)
DATE OF VACANCY	:	01.08.2019
SCHEDULE OF THE CPSE	:	'B'
SCALE OF THE POST	:	Rs. 160000-290000 (IDA) (w.e.f. 01.01.2017) [as per Schedule 'B' CPSE Criteria]

I. COMPANY PROFILE:

National Film Development Corporation Ltd. (NFDC) is a Public Sector Enterprise set up in 1975 under the Companies Act, 1956. The Company was registered during 1980 by the merger of erstwhile Indian Motion Picture Export Corporation (IMPEC) and Film Finance Corporation (FFC) and the company emerged as a Central Agency to promote Good Cinema in the country.

The Cabinet in its meeting held on 23.12.2020 had decided to merge four Film Media Units namely Films Division (FD), National Film Archive of India (NFAI), Directorate of Film Festivals (DFF) and Children's Film Society, India (CFSI) with NFDC by expanding the Memorandum of Articles of Association (MoAA) of NFDC. The process of merger has completed on 31.12.2022. NFDC now carries out all the activities of the merged Film Media Units. The primary mandate before NFDC is to plan, promote and organize an integrated and efficient development of the film industry in accordance with the national economic policy and objectives laid down by the Central Government from time to time. The objects of the company, therefore, embody the spirit of service to the film industry and undertake to foster excellence in cinema and to develop the state-of-the-art infrastructure as well as equity products in the audio-visual and related fields. NFDC is a Schedule 'B' Miniratna-II/CPSE in Financial Services Sector under the administrative control of Ministry of Information & Broadcasting.

Its Registered and Corporate Offices are at Mumbai, Maharashtra. The authorized share capital and paid-up capital of the Company is Rs.45.40 crore and Rs.45.39 crore, respectively, as on March 31, 2023. The shareholding of Government of India in the Company is 100%.

II. JOB DESCRIPTION AND RESPONSIBILITIES:

Director (Finance) is a member of Board of Directors and reports to Managing Director. He/she is the overall in-charge of Finance and Accounts of the Organization and is responsible for evolving and formulating policies relating to Finance and Accounts as well as implementation thereof.

III. ELIGIBILITY:

1. AGE:

Age of superannuation 60 years			
Internal		Others	
Minimum	Maximum	Minimum	Maximum
40 years (as on 1 st April, 2023)	The Applicant should have 2 years' residual service on the date of vacancy w.r.t. the date of superannuation	40 years (as on 1 st April, 2023)	The Applicant should have 3 years' residual service on the date of vacancy w.r.t. the date of superannuation

2. EMPLOYMENT STATUS:

The applicant must, on the date of application, as well as on the date of interview, be employed in a regular capacity - and not in a contractual/ad-hoc capacity - in one of the followings:-

- Central Public Sector Enterprise (CPSE) [including a full-time Functional Director in the Board of a CPSE];
- Central Government including the Armed Forces of the Union and All India Services;
- State Public Sector Enterprise (SPSE) where the annual turnover is Rs. 250 crore* or more;
- Private Sector Company where the annual turnover is Rs. 250 crore* or more.

*(*The average audited annual turnover of three financial years preceding the calendar year in which the post is advertised shall be considered for applying the approved limits.)*

3. QUALIFICATION:

- The applicant should be a Chartered Accountant or Cost Accountant or a full-time MBA/PGDM with specialization in Finance, with good academic record from a recognized University/Institution. Preference will be given to Chartered Accountant.
- Officers of Organized Group 'A' Accounts Services (i.e. Indian Audit and Accounts Service, Indian Defence Accounts Service, Indian Railway Accounts Service, Indian Civil Accounts Service, Indian P&T Accounts & Finance Service and Indian Cost Accounts Service) working at the appropriate level are exempted from these educational qualifications.
- Further, applicants from the Central Government/Armed Forces of the Union/All India Services will be exempted from the educational qualifications as per (a) above provided the applicants have 'the relevant experience' as mentioned in Para 4 (iii) below.

d. In respect of applicants from Organized Group 'A' Accounts Services/Central Government/Armed Forces of the Union/All India Services, Chartered Accountant/Cost Accountant/MBA/PGDM will be a desirable educational qualification.

4. EXPERIENCE:-

(i) The applicant should have at least five years of cumulative experience during the last ten years in the area of Corporate Financial Management/Corporate Accounts in an organization of repute.

(ii) Applicants from Organized Group 'A' Accounts Services should have at least five years of cumulative experience during the last ten years in the area of Corporate Financial Management/Corporate Accounts.

(iii) The relevant experience in respect of applicants from Central Government/Armed Forces of the Union/All India Services would include at least seven years of cumulative experience during the last ten years in the area of Corporate Management/Corporate Accounts.

5. PAY SCALE:-

a. Eligible Scale of Pay

- (i) Rs. 6250-7474 (IDA) Pre 01/01/1992
- (ii) Rs. 8520-10300 (IDA) Post 01.01.1992
- (iii) Rs. 18500-23900 (IDA) Post 01.01.1997
- (iv) Rs. 43200-66000 (IDA) Post 01.01.2007
- (v) Rs. 100000-260000 (IDA) Post 01.01.2017
- (vi) Rs. 14300-18300 (CDA) Pre-Revised
- (vii) Rs. 37400-67000 + GP Rs.8700 (CDA)
- (viii) Rs. 123160-215900 (Level 13) (CDA)

The minimum length of service required in the eligible scale will be one year for internal candidates and two years for others as on the date of advertisement.

b. (i) Group 'A' officers of the Central Government including All India Services (AIS) should be holding a post of the level of Director in Government of India or carrying equivalent scale **of pay on substantive basis on the date of application.**

(ii) Applicants from the Armed Forces of the Union should be holding a post of the level of Brigadier in the Army or equivalent Rank in Navy/Air Force on the date of application.

c. Applicants from State Public Sector Enterprises/Private Sector should be working at Board level or at least at a post of the level immediately below the Board level or in the eligible scale of pay on the date of application.

6. CONDITION OF IMMEDIATE ABSORPTION FOR CENTRAL GOVERNMENT OFFICERS

Officers of Central Government and All India Services will also be eligible for exemption from the rule of immediate absorption.

IV. DURATION OF APPOINTMENT:

The appointment shall be for a period of five years from the date of joining or up to the date of superannuation or until further orders, whichever is the earlier.

V. SUBMISSION OF APPLICATIONS:

The applicants should submit their applications online only as per the format. The applicants should submit their applications through proper channel as follows:-

- (a) Government Officers, including those of the Armed Forces of the Union and All India Services: through Cadre Controlling authority;
- (b) CMDs/MDs/Functional Directors in CPSEs: through the concerned Administrative Ministry;
- (c) Below Board level in CPSEs: through the concerned CPSE;
- (d) CMDs/MDs/Functional Directors in State PSE: through the concerned Administrative Secretary and Cadre Controlling Authority, if any, of the State Government.
- (e) Below Board level in SPSE: through the concerned SPSE.
- (f) Private Sector: directly to the Ministry of Information & Broadcasting.

VI. UNDERTAKING BY THE APPLICANT

An Applicant has to give an undertaking as a part of the application that he/she will join the post, if selected. If an Applicant does not give such undertaking, the application would be rejected.

1. For candidates from Central Government/Armed Forces of the Union/All India Services

- (a) If a candidate conveys his/her unwillingness to join after interview is held, he/she would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE.
- (b) Further, if a candidate conveys his/her unwillingness to join after issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE.

2. For candidates from CPSE

(a) If a candidate conveys his/her unwillingness to join after the interview is held, he/she would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE other than the one to which the candidate belongs.

(b) Further, if a candidate conveys his/her unwillingness to join after the issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment, for being considered for a Board level post in any CPSE other than the one to which the candidate belongs.

3. For candidates from SPSE/Private Sector

(a) If a candidate conveys his/her unwillingness to join after the interview is held, he/she would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE.

(b) Further, if a candidate conveys his/her unwillingness to join after issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment, for being considered for a Board level post in any CPSE.

4. In the above cases, no request for relaxation or otherwise would be entertained.

VII. APPLICATIONS

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Last date of receipt of complete applications is 28 days from the date of advertisement of the post in Employment News. No application shall be entertained under any circumstances after the stipulated period. Incomplete applications and applications received after the stipulated period shall be rejected. Ministry of Information & Broadcasting reserves the right to shortlist applicants for interview.

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