

No. 49/60/2010-6SII  
GOVERNMENT OF HARYANA  
CHIEF SECRETARY'S OFFICE  
PERSONNEL DEPARTMENT

Dated, Chandigarh, the <sup>10</sup> September, 2013.

To

All concerned IAS Officers.


Subject: Applications for the post of Managing Director & Chief Executive Officer (MD & CEO) – Media Lab Asia, on Direct Recruitment on Tenure Basis or on Deputation.

\*\*\*\*

Madam/ Sir,

I am directed to refer to the subject cited above and to say that a copy of vacancy circular No. GLA/MLA/MD&CEO/2013, dated 14.08.2013 received from Media Lab Asia, (A section 25 Company of Department of Electronics and Information Technology, Ministry of Communications and Information Technology, Government of India), Corporate & Registered Office, No.2, 4<sup>th</sup> Floor, Samruddhi Venture Park, Central M.ID.C. Road, Andheri (East), Mumbai - 400093 is uploaded on the web site (csharyana.gov.in) and to request that in case you are willing to be considered for the post mentioned in the above subject you may kindly send three copies of your bio-data with an application to the Personnel Department (Services Branch-II) at the earliest.

Yours faithfully,

  
(SATISH SHARMA)  
Superintendent Services-II.

INTERNAL DISTRIBUTION

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**Corporate & Registered Office :**  
No.2, 4th Floor,  
Samruddhi Venture Park,  
Central M.I.D.C. Road  
Andheri (East), Mumbai - 400093  
Tel.: +91-22-28312930 / 28312931  
Fax: +91-22-28379158

(A Section 25 Company of Department of Electronics and Information Technology,  
Ministry of Communications and Information Technology, Govt. of India)



George Arakal  
Director (Admin. & Finance)

Ref : GLA/MLA/MD&CEO/2013

August 14, 2013

Shri Pradeep Kumar Chaudhary  
Chief Secretary  
Govt. of Haryana  
Chandigarh - 160 019

Dear Sir,

**Sub : Vacancy Circular for Recruitment of MD & CEO, Media Lab Asia**

The Government of India has set up Media Lab Asia as a company under Section 25 of the Companies Act, 1956 to take up Information and Communication Technologies (ICT) research relevant to the common man, ensure successful implementation of projects and make India a leading innovator in bringing emerging technologies in the service of the poor.

2. Media Lab Asia is looking for a dynamic professional to lead Media Lab Asia as its Managing Director (MD) & Chief Executive Officer (CEO). The scale of pay of the MD & CEO will be Rs.80,000/- (fixed) plus DA and other allowances, similar to that of the Central Government Employees. The pay fixation for the All India Service officers will be done in consultation with the Government.

3. The MD & CEO is expected to lead development and deployment of technologies in a scalable and sustainable manner to address the issue of digital and social divide. For this purpose, the MD & CEO is expected to interact closely with the Academic and Research institutions, NGOs as well as with the Industry. The MD & CEO is also expected to mobilize non-Government financial resources for this purpose.

4. I enclose herewith a vacancy circular for the post of MD & CEO, Media Lab Asia. Media Lab Asia is looking forward to your kind support in giving wide publicity to this circular at the organisations under your administrative control.

With warm regards,

Yours sincerely,

( George Arakal )



GA/vt

Delhi Office: 708-723, 7th Floor, Devika Towers 6, Nehru Place, New Delhi 110 019, India Tel.: +91 (11) 2644 3266 / 2628 / 8190 / 91 / 92 / 93 Fax: +91 (11) 2628 8189

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# Media Lab Asia

(A Section 25 Company of Department of Electronics and Information Technology,  
Ministry of Communications and Information Technology, Govt. of India)

Corporate & Registered Office :  
No.2, 4th Floor,  
Samruddhi Venture Park,  
Central M.I.D.C. Road,  
Andheri (East), Mumbai - 400093  
Tel.: +91-22-28312930 / 28312931  
Fax: +91-22-28379158

Ref. No.GLA/MLA/MD/2013

Dated : 14.08.2013

## CIRCULAR

Subject : **Applications for the post of Managing Director & Chief Executive Officer (MD&CEO) - Media Lab Asia, on Direct Recruitment on Tenure Basis or on Deputation**


Media Lab Asia has been set up by the Department of Information Technology, Government of India as a Section 25 Company under the Companies Act, with the objective of using emerging technologies for the benefit of the common man. The organisation will be headed by an MD & CEO, who will report to the Board of Directors of Media Lab Asia.

It is proposed to fill the post of MD&CEO by direct recruitment or by deputation on tenure basis for a period of five years or date of superannuation of the appointee, whichever is earlier. The scale of pay of the MD & CEO will be Rs.80,000/- (fixed) plus DA and other allowances similar to that of Central Government employees. The pay fixation for the All India Service officers will be done in consultation with the Government. A brief note on Media Lab Asia, a copy of the detailed advertisement consisting of eligibility criteria, other requirements and Application Format are given as Annexures I, II & III respectively.

Eligible and willing officers who can join immediately on selection, may kindly forward their applications, in the prescribed format. Applications (through proper channel or along with NOC, in case of employees belonging to Government/semi Government/ Autonomous bodies and PSUs), should reach the Media Lab Asia office at the address given below **not later than 14<sup>th</sup> September, 2013**. However, advance copies of applications may be sent by e-mail to : [ceo\\_application@medialabasia.in](mailto:ceo_application@medialabasia.in) or by post to:

Director (Admin. & Finance)  
Media Lab Asia  
No.2, 4<sup>th</sup> Floor, Samruddhi Venture Park  
Central MIDC Road  
Andheri (East)  
Mumbai : 400 093

Applications received after the due date shall not be entertained.

  
(George Arakal)  
Director (Admin. & Finance)  
Media Lab Asia



## **Annexure I**

### **About Media Lab Asia**

**Media Lab Asia** has been set up by the Ministry of Communications & Information Technology, Government of India, to innovate, develop and deploy ICT and other emerging technologies for the benefit of the common man.

The objective of Media Lab Asia is to bring the benefits of Information and Communication Technologies (ICT) and other advanced technologies to the common man. Media Lab Asia was incorporated as a not for profit section 25 company with its registered office in Mumbai. The Board of Directors is chaired by the Hon'ble Minister of Communications and Information Technology, Government of India.

The role of Media Lab Asia is to conduct and facilitate invention, innovation, refinement and dissemination of innovations to benefit the masses. In this endeavor, Media Lab Asia is working closely with the Government, Academia and R&D institutions, Industry and NGOs. Media Lab Asia takes the research end-to-end- needs assessment, proof of concept, technology and prototype development and field testing to demonstrate its replicability, scalability & sustainability and enables large scale deployment.

### **Research Agenda**

Media Lab Asia's application development and deployment is currently focused on ICT for Healthcare, Education, Livelihood Generation and Empowerment of the differently abled. The details of the projects undertaken in these areas are available at [www.medialabasia.in](http://www.medialabasia.in)



## Annexure II

Text of Web Advertisement

Hosted On: 12<sup>th</sup> August 2013

Advt. No. MLA/MD/02/0713

Post Code : MLA/MD/13

# Media Lab Asia

is  
looking for



**Managing Director & Chief Executive Officer (MD & CEO)**

**Media Lab Asia is looking for a visionary and dynamic person to lead the organisation as MD&CEO with the following background:**

**Qualification, Age, Experience and other requirements for appointment to the post of MD & CEO of Media Lab Asia on Direct Recruitment on Tenure Basis or on Deputation**

### **Qualifications & Experience :**

Ph.D. in Information Technology (IT), Electronics, Computer Science, Telecommunication Technology or related areas with 15 years of relevant post qualification experience.

The candidate should have an impressive and consistent academic and professional record.

### **Areas of Experience:**

- Technology needs assessment, Development and Deployment ICT&E technologies in various sectors of economy specially in social sectors.
- Innovation management in the area of ICT&E, covering all aspects from identification to deployment.
- Intellectual Property Rights, commercialization of technologies /products, R&D and business collaborations and business development etc.
- Funds mobilization from Governmental and non-governmental sources

### **Other requirements:**

- Clear scientific and technological vision and be abreast of global developments in the field of ICT&E
- Ability to lead, guide and motivate a talented team of scientists and Engineers towards achieving the goals of Media Lab Asia
- Ability to attract industry sponsorship for Media Lab Asia.
- Ability to independently manage an organization of national importance.
- Ability to effectively interface with Government, industry, academia and R&D institutions.

**Upper Age Limit:**

Not exceeding 48 years as on the last date for receipt of the applications. Relaxation in age limit as per prevailing Govt. of India rules shall be applicable.

**Scale of Pay:**

Rs.80,000/- (fixed basic pay in the Apex scale) plus DA and other Allowances similar to Central Government employees. The pay fixation for the All India Service officers will be done in consultation with the Government.

**Tenure of Appointment:**

Five years. The appointment shall be on probation for one year from the date of joining Media Lab Asia. This period of probation shall be considered as part of the length of service of 5 years.

**Place of Posting:** Presently in Delhi.

Officers from the All India Services meeting requirements above shall also qualify for consideration.

**General Conditions applicable to applicants covered under this advertisement:**

1. The Application Form duly filled in and signed with photograph and other supporting documents should be submitted in a sealed envelope and the envelope should be superscribed with the post applied for and the corresponding Post Code.
2. Screening of applications will be based on qualifications, age, academic record and relevant experience. Media Lab Asia reserves the right to fix higher threshold of qualifications and experience for screening and limiting the number of candidates for personal interview. Only short listed candidates shall be invited for selection interviews. Media Lab Asia reserves the right to not to select any of the candidates without assigning any reason there of.
3. **Application through Proper Channel:** Applicants, if employed in Govt./Semi Govt., PSUs, government institutions and autonomous institutions should apply through proper channel. In all such cases, advance copies of Applications be sent to us directly.
4. **Applications should be submitted in the prescribed format ONLY. Incomplete applications or Applications without the requisite information asked for / without signature / without photograph/without proof of qualifications/without proof of experience & age and applications received after the due date may not be considered.**

**How to Apply:** Interested candidates who fulfill the necessary requirements may **download the application form**, apply in the prescribed manner along with copies of certificates (regarding proof of age, qualification, experience, etc.), and submit/send the same in a sealed envelope, superscribing the envelope "**Application for the post of MD&CEO, Media Lab Asia & Post Code MLA/MD/13**", to reach :

**Director (Admin. & Finance)  
Media Lab Asia**

Samruddhi Venture Park,  
No.2, 4th Floor, Central MIDC Road,  
Andheri (East), Mumbai- 400 093,  
Phone: +91-22-2831 2930, 31  
Fax: +91-22-28379158

**on or before the last date for receipt of applications.**

**LAST DATE FOR RECEIPT OF APPLICATIONS : 14<sup>th</sup> September 2013**

**Canvassing in any form will result in disqualification.**

**For details about Media Lab Asia and application Form , please visit :  
[www.medialabasia.in](http://www.medialabasia.in)**

**Director (Admin. & Finance)**



### ANNEXURE -III

Advt.No. MLA/MD/02/0713

Post Code: MLA/MD/13

Affix one copy  
of recent  
passport size  
photograph

Part - I

## Proforma for Application

[illegible]



2. Have you been interviewed for recruitment in any post in Media Lab Asia earlier?  
If yes, for which position & Year:

13. Academic & Professional Qualifications (beginning with the latest qualification and up to SSC)

Examination / Degree	Name of the Institute/ Board University	Main Subject(s) / Specialization	Year of Passing	Percentage of marks in aggregate and Division	Rank / Distinction, if any

14. Fields of specialization:

15. Are you employed in any Govt./Semi-Govt./Public Sector Undertaking/Autonomous Bodies.

☐ Yes ☐ No

If 'Yes', the application should be forwarded through proper channel or NOC to be produced at the time of interview.

16. Details of present employment:

i) Name of the organization with address:

ii) Designation of the post held

iv) If on deputation, details of post held on regular basis / scale of pay and since when:

vi) Total salary if on CTC/Consolidated basis:

viii) Any other relevant information:

[illegible]



18. Details of Experience Relevant to the Post applied for: (Please use additional sheets, if required)

S.No.	Type of Experience	Details of Experience with specific achievements. Also Please specify timelines.
a.	R & D planning, programme and project Management Including the budget size of the projects	
b.	Research & technology development	
c.	Technology needs assessment, technology and techno-economic reports	
d.	Technology deployment	
e.	Technology Transfer / Commercialization of technologies, products	
f.	Technology Innovation and innovation management	
g.	Patents filed, obtained and transferred/commercialized	
h.	IPR management	
i.	Interface and collaborations with Government, Industry, Academia and R&D institutions and NGOs	
j.	Funds mobilization from Government and non-government sources	
k.	Organizational management	

19. Field of specialization, summary of R&D and other work done with list of patents, Publications and reports if any (one set of reprints to be furnished, if available)

(Use extra page if space is insufficient)

20. Association & Affiliation with Professional Bodies :

(Use extra page if space is insufficient)

21. Any significant achievements relevant to the position of MD&CEO, Media Lab Asia.

(Use extra page if space is insufficient)

22. why do you think you are suitable for the position of MD & CEO of Media Lab Asia and your proposed Plan of action for the growth of Media Lab Asia

(Use extra page if space is insufficient)



23. Please furnish two professional references

- References from relatives, friends, etc. should be avoided.

(1) Name:

Fax Number

Address:

E-mail :

How does referee know you:

Tel. No.: (Off.)

(Res.)

(Mobile)

(2) Name:

Fax Number

Address:

E-mail :

How does referee know you:

Tel. No.: (Off.)

(Res.)

(Mobile)

Declaration:

1. I certify that all information provided in this application is true, complete and correct to the best of my knowledge and belief. I understand that any false information or omission of information may disqualify me from consideration for employment and may result in dismissal from the job, if discovered at a later date.
2. I understand that this application does not create a contract of employment nor guarantee for employment.
3. I have read and understood the above declaration before signing this.

Place:

Date:

Signature of the Applicant

**Note: Please DO NOT attach any ORIGINAL Certificates. However, copies of Certificates in support of Educational Qualifications, Age, Experience, Current Employment and Salary SHOULD BE ATTACHED with the Application Form. Testimonials in originals shall be required to be produced, if called for, at the time of interviews.**

**Part – II**

**(To be filled in by the Competent Authority in the case of candidates who are presently working in Government / PSUs / Autonomous Organizations only)**

Certified that:-

- i) The information given above by the officer is correct.
- ii) No vigilance/ disciplinary proceedings are either pending or contemplated against the above mentioned officer.

Signature : \_\_\_\_\_

Name : \_\_\_\_\_

Designation : \_\_\_\_\_

Date: \_\_\_\_\_

Department : \_\_\_\_\_