

No. 49/41/2014-6SII
GOVERNMENT OF HARYANA
CHIEF SECRETARY'S OFFICE
PERSONNEL DEPARTMENT

Dated, Chandigarh, the 22nd May, 2014.

To


All concerned IAS Officers.

Subject: Filling up the post of Chief Executive Officer (CEO) in Goods and Services Tax Network (GSTN) under the Ministry of Finance – reg.

Madam/ Sir,

I am directed to refer to the subject cited above and to say that a copy of letter No.18/22/2013-EO(SM-I), dated 24th April, 2014 received from Government of India, Ministry of Personnel, Public Grievances & Pensions, Department of Personnel & Training, Office of the Establishment Officer, New Delhi 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.


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e-champion

No.18/22/2013-EO(SM-I)

Government of India

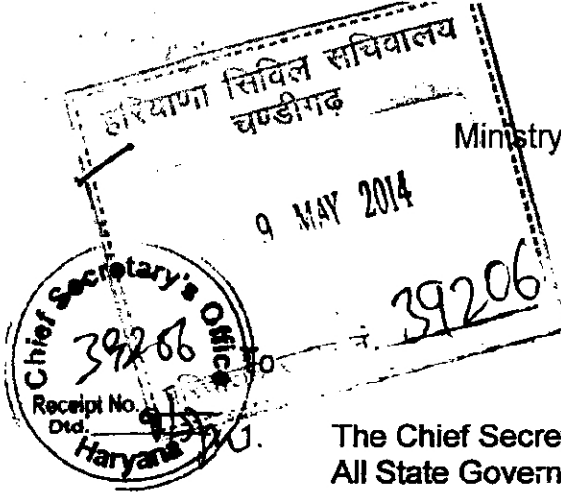
Ministry of Personnel, Public Grievances & Pensions

Department of Personnel & Training

Office of the Establishment Officer

North Block, New Delhi

the 24th April, 2014



The Chief Secretaries
All State Governments

2. All Secretaries
Ministries/Departments of Government of India

Subject:- Filling up the post of **Chief Executive Officer (CEO) in Goods and Services Tax Network (GSTN)** under the Ministry of Finance – reg.

Sir/Madam,

Goods and Services Tax Network (GSTN) under the Ministry of Finance which is a private Limited Company wishes to fill up the post of Chief Executive Officer (CEO). The details in this regard are enclosed.

2. This may be brought to the notice of eligible officers. Applications for the said post of any willing officer may be sent to the following address:-

The Chairman
Goods and Services Tax Network,
Room No.255, North Block,
New Delhi-110001

3. It may be mentioned that All India Service officers may apply for the said post under Rule 6(2)(ii) and Group A officers may apply under their relevant rules. In the event of an officer getting selected for the said post, the approval of the competent authority of the Government of India would be required before the officer joins the said post.

Yours faithfully,

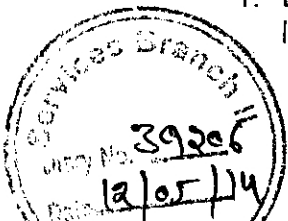
(M. Devaraj)

Director

Tel. No.011-2309 2187

Copy to:

1. Department of Revenue (Shri R. Takru, Secretary), New Delhi w.r.t. GSTN's letter No.GSTN/17/2013-Admn., dated 09.04.2014.



PTO

2. Technical Director, NIC, Computer Cell, DoPT, North Block, New Delhi for uploading this vacancy circular on the official website of this Department immediately.
3. Deputy Secretary (MM), DoPT, New Delhi with a request to arrange to upload this vacancy circular through bulk e-mailing system of officers.
4. The Chairman, Goods and Services Tax Network (GSTN), Room No.255, North Block, New Delhi-110001 w.r.t. GSTN's letter No.GSTN/17/2013-Admn., dated 09.04.2014

Chief Executive Officer (CEO), Goods And Services Tax Network (GSTN)

1. Position Purpose:

The Chief Executive Officer (CEO) will be expected to provide strategic leadership to GSTN in building and operating IT infrastructure and delivering requisite IT services for implementation of GST. In addition to providing technical oversight, he will be required to effectively manage human and financial resources of the company and contribute to its long-term sustainability.

2. Shall Report to:

- i. The Chairman, and
- ii. The Board of Directors of GSTN

3. Key Direct Reportees:

- i. Executive Director (Technology)
- ii. Executive Director (Services)
- iii. Executive Director (Admn. & Finance)

4. Job Description:

The CEO will be called upon to shoulder the following main duties and responsibilities:

a. Planning

- i. Develop a comprehensive Master Plan for achieving the objectives of GSTN described in its Memorandum of Association,
- ii. Create annual operating plans consistent with the Master Plan taking into account the strategic direction set by the Board, bearing realistic correlation with annual budgets,

b. General and Corporate Management

- i. Develop strategies for effective implementation of the approved plan,
- ii. Oversee all implementation activities and ensure timely achievement of targets,
- iii. Set up a comprehensive monitoring system to continually assess project performance and keep a close eye on slippages,
- iv. Collect and analyze evaluation information that measures the success of the GSTN's efforts and bring about refinements or changes in response to such information,
- v. Adopt an inclusive and consensus based approach for stakeholder management while objectively pursuing the milestones of the GSTN project
- vi. Advise the Board on human, organizational and technical aspects of the operations of GSTN,

vii. Promote a work culture that would reflect the organization's values, encourage good performance and reward productivity

viii. Oversee the corporate issues of GSTN and ensure compliance with legal and regulatory requirements

c. Technical Oversight

i. Oversee design, delivery, and quality of IT infrastructure and services GSTN is required to deliver,

ii. Assess hardware, software and knowledge requirements of the stakeholders and devise solutions to address them,

iii. Supervise the operation and maintenance of the IT system of GSTN and ensure uninterrupted services to stakeholders,

iv. Stay abreast of current trends related to the IT products and services relevant to the functioning of GSTN and anticipate future trends likely to have an impact on its work

d. Budgeting and Financial Management

i. Develop a comprehensive business model for the GSTN with the intent of profit-making and not profit-maximising,

ii. Develop detailed Investment and budgetary plan that is aligned to approved Master Plan of the GSTN and obtain Board's approval for the same,

iii. Oversee and guide staff in developing annual budgets that support operating plans,

iv. Prudently manage the organization's resources within budget guidelines; monitor budgetary variances and take corrective action with the approval of the Board,

v. Ensure that accounting procedures are in compliance with the Generally Accepted Accounting Principles (GAAP).

vi. Provide prompt, thorough, and accurate information regarding the organization's financial position to the Chairman and the Board

e. HR Management

i. Develop a detailed organization plan across the GSTN Project lifecycle from planning, initiation, implementation up to operations and maintenance phase,

ii. Establish clear and transparent Delegation of Powers across the organization with functional and financial accountability,

iii. Hire, manage, and fire the human resources of the organization according to authorized personnel policies with the approval of the Chairman and the Board,

iv. Set up Performance management, review and improvement systems.

5. Academic Qualifications

Degree in Engineering and /or Post Graduate Diploma / Degree in Management.

6. Age

55 years or lower.

7. Work Experience

Essential:

- **For candidates from the private sector:** Minimum 18 (eighteen) years' work experience in an organisation specialising in large scale IT transaction processing in financial services/ government sector serving large cross section of retail and business users, of which at least 5 (five) years should have been spent as part of the top management team (Managing Director/ Executive director or equivalent).
- **For Government Servants and PSU Employees:** All India Services / Central Services / Central PSU officers with minimum 18 (eighteen) years of service, of which at least 5 (five) years should have been spent in Finance and / or IT.

Desirable:

- Experience of heading an organization (company, society or trust),
- Experience of managing a multi-stakeholder driven organization and a demonstrated ability to both lead and build the capabilities of a driven, bright, diverse team,
- Ability to think strategically, anticipate future consequences and trends, and incorporate them into the organization plan,
- High level of business acumen, including successful P&L management and the ability to balance the delivery of the programs against the realities of budget,
- Capacity for managing and leading people; a team builder who has experience in scaling up organization; ability to connect staff both on an individual level and on large groups.

8. Salary and Benefits

- a. The CEO will be paid market based salary together with Performance Linked Incentive. In addition, perks such as house, car & driver, telephone & internet at home, club memberships,

medical attendance, LTA, etc will also be applicable in consonance with market practices.

- b. If a serving Government servant is selected for the position of the CEO, he would be paid the salary described in sub-para (a) above only if he quits government service and joins GSTN. He will, however, have the option of joining GSTN on deputation while retaining his lien in Government, in which case he will be paid salary in HAG+ scale together with Performance Linked Incentive which could be up to 50% of his base compensation i.e. basic salary plus admissible DA. In addition, he will be entitled to perks described in sub-para (a) above as per company rules.
