

EASTERN COALFIELDS LIMITED
Notification for engagement of full time Advisor in Legal, C.S.R, L.R.E, H.R.M discipline in ECL on contract basis.

Eastern Coalfields Limited (Subsidiary of Coal India Limited) invites application for engagement of Advisor in Legal, C.S.R, L.R.E, H.R.M discipline on contractual basis for a period of two years. VRS optees will not be considered. Discipline wise requirement and eligibility criteria is mentioned below:

Sl no	Discipline	No of Vacancy	Eligibility	Nature of Work
1	Legal	01	Retired Executives of E8 grade of Legal discipline from CPSU's Or Retired Officers of Legal Discipline from Autonomous organization of Central/State Govt. in Grade analogous to E8 grade of CPSU's Or Retired officers of Central/State Govt. of Judicial/Legal Service in Grade analogous to E8 grade of CPSU's.	The Incumbent will be responsible for vetting of legal statements in respect of court cases, briefing of advocates on court cases especially for those at the Higher Courts, Advise management on various legal matters such as Labour Laws, Land Acquisition Matters, Service Matters etc, Tracking of court cases and planning their expeditious and logical conclusion etc.
2	H.R.M	01	Retired Executives of E8 grade of HRM discipline from CPSU's Or Officers of Autonomous Organization of Central/State Govt. professionally qualified and having experience of HRM in grade analogous to E8 grade of CPSU's. Or Member of National Level Professional Institutions on HRM in the grade analogous to E8 executive of CPSU's	The incumbent will be responsible for Preparation of T&D plan for ECL keeping in consonance with our HRD Policy and dynamic growth needs. Incumbent will be responsible for implementation of D.P.E's guidelines for PSUs and will be required to organize and plan training & developmental activities for employees at various levels and functions. He/she shall also be responsible for empanelment of specialized faculty members on various subjects etc.
3	C.S.R	01	Executives of E8 grade retired from CPSU's experience of Planning, Implementation, documentation etc of CSR activities. Or Officers retired from Autonomous Organizations, Central/State Govt. officers of Class-C and above. Central and State Govt. and members of National Professional Institutions, having sufficient experience in CSR activities, in grade analogous to E8 executive of CPSU's	The Incumbent will be responsible for implementation of CSR policies as per D.P.E's guidelines and CIL CSR policy. He/She will be responsible for arranging baseline survey etc, liasioning with various Govt. Bodies, execution and monitoring of CSR activities etc.
4	L.R.E	02	Retired executives of E8/E7 grade of Revenue/Land Acquisition background from CPSU's having sufficient experience of work mentioned under nature of work for L.R.E. Or Retired Officers of Autonomous Organizations of Central/State officers of Class - C and above of Central and State Govt. and members of National Level Professional Institutions in grade analogous to E7/E8 of CPSU's.	The Incumbent will be responsible for preparation of Land Acquisition and rehabilitation on a long term basis. Liasoning and Coordination with various Govt. Bodies for facilitating Land Acquisition and Rehabilitation activities. Preparation, upkeep and maintenance of ECL's Land and Property records including Revenue records etc.

Pradley

Benefits and Conditions

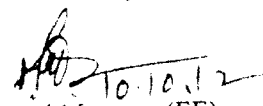
1	Maximum Age Limit for Continuance as Advisor	On Attaining 65 years of age.
2	Remuneration and Other Benefits	For Executives Retired in the post of E8 or equivalent -Consolidated monthly compensation/Honorarium payable - Rs.70,000 /P.M. along with other benefits such as conveyance charge @ Rs.2,500/- P.M, Reimbursement of Mobile Phone Telephones on actual basis or Rs.750/- whichever is less. Suitable Company Accommodation or Rs.2500/- P.M. Medical Facilities as per CIL's Post Retiral Medical Benefits Scheme. Leave - One day for 20 days of Actual Working, T A/D.A as per entitlement. For Executives Retired in the post of E7 or equivalent (Applicable only for L.R.E. Discipline) - Consolidate monthly compensation/Honorarium payable - Rs.60,000/- P.M. Other benefits as above.
3	Terms and Conditions	a. Selected advisors would be stationed at the H.Q. of ECL or at different Coalfields falling under the command are of ECL. b. The engagement of Advisor shall be subject to Medical Fitness to be certified by Company/Govt. Medical Officer. c. Notice period for Termination of Contract - one month's notice or consolidated compensation amount from either side. d. The Advisor so engaged has to maintain the integrity and secrecy of the companies business and shall not engage himself with any other business during his tenure as Advisor. He shall perform the duties of the advisor with due diligence e. Tax- Incase payment of service tax is required, then the same shall be reimbursed on production of proof of such payment. f. Other Terms and Conditions as per CIL's Policy in vogue.

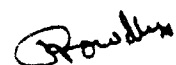
The Application Forms can be downloaded from ECL's Website www.easterncoal.gov.in under the caption "Notices" & "Recruitment"

Interested candidates fulfilling the above criteria may submit their resume along with relevant testimonials (Attested/Self Signed) documents including the documentary proof of eligibility as mentioned against each position to the office of Dy.G.M (EE) ,Executive Establishment Department, ECL HQ , Sanctoria , P.6. Dishergarh, Pin - 713333, Burdwan (W.B) within 30 days (i.e. by 12-11-2012) from the date of publication of this advertisement by registered post only .

Following important points may also be noted:

- Application received after the stipulated 30 days period from the date of publication of advertisement will not be considered and the company will not be responsible for any postal delay/loss in transit in submission of application within the specified time.
- ECL reserves the right to change the number of vacancies and cancel/restrict/modify/alter the engagement process, if required, without issuing any further notice or assigning any reason thereof. Any modification/amendments, if any, in this notification will be given in ECL's website only.
- The application has to be made only in the format given in ECL's website. Unsigned application or application without the required testimonials as proof of qualification, experience, superannuation etc will be rejected and no correspondence in this regards will be entertained.
- All correspondence with the candidate shall be made as per address given in the application. However important information will also be available in ECL's website.
- ECL reserves the right to shortlist candidates for interview/selection process.No.T.A will be paid to any candidate,for appearing in the interview/selection process.


Dy. General Manager (EE)



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APPLICATION FORMAT

For the Post of Advisor (.....) in Eastern Coalfields Limited

Please paste your
colour passport
size photograph

1. Reference No & Date of Advertisement :
2. Name (In Block Letter) :
3. Father's Name :
4. Present address for communication :
5. Contact No : Telephone/Mobile :
6. E- mail ID :
7. Permanent Address :
8. Caste (Gen/SC/ST/OBC) :
9. Date of Birth (dd/mm/yyyy) :
10. Educational Qualification :
11. Experience :
12. EIS No (If retired from CIL) :

Name of Organization/Deptt.	Post Held with Grade	Period	Remark

13. Special Achievement (If any) :
14. Details of any Departmental Case or Court Case (if pending) :
15. Superannuation Notice No & Date :
(Enclose Documents)
16. Any Other Information :

I declare that the above information is true to the best of my knowledge.

List of Enclosures :

Signature of the Candidate with Date