



Sample Application form for the post of ED (ICM)

Registration No: _____

Name:		<i>Recent Passport size self-attested Photograph</i>				
Gender:						
Father's / Spouse's Name:						
Nationality:						
Date of Birth:						
Category: << SC/ ST/ OBC(NCL)/ EWS >>		Religion:				
AADHAR No.		PAN No.				
Bank A/c No. along with Bank & Branch Name		IFSC Code:				
Address for Communication						
House No./ Flat No:						
Street:						
Post Office:		Pincode:				
District:		State:				
Mobile No.:		e-Mail ID:				
Qualification Details (from Graduate level onwards)						
Sl. No.	Examination Passed	Specialization (if applicable)	Year of Passing	Name of the Institute	Board/ University	% of Marks



Experience details since beginning of the career						
Sl. No.	Name of Organization	Details of Organization	Post held with scale of Pay or equivalent	Nature of work/ Tasks performed	From Date	To Date
Details of Publications and Research works:						
Details of experience/ proficiency in HRD:						
Two page write-up on your vision of IICM & how you will contribute to CIL's Vision & Mission (to be attached as mentioned below)						

Enclosures: The following documents are to be enclosed along with the application form in 2 copies:

1. Passport size photograph
2. Copy of proof of Date of Birth
3. Copy of Category certificate, if applicable
4. Copy of Qualification certificates
5. Self-attested Copy of Experience certificates supporting details given in the application.
6. Copy of necessary documents depicting experience in training and development functions.
7. **For candidates from Private Sector**-Copy of physical and financial summary as mentioned in the Annual Report.
8. **Two page write-up by candidate on his/ her vision of IICM & how he/ she will contribute to CIL's Vision & Mission {Not more than 1000 words in Times New Roman font size 12 with single spacing}**



Note:

1. The candidates would be required to present themselves along with the above mentioned documents in original plus two copies at the time of the interview.
2. Any candidate whose application is found having discrepancy w.r.t. eligibility criteria, then such candidate will not be considered for interview / selection. However, if any candidate who has not submitted the requisite number of documents along with the application but otherwise found eligible, his candidature may be considered provisionally for interview purpose provided he furnishes the same at the time of interview.
3. If space becomes a constraint, the information may be attached in a separate sheet as per the prescribed format.
4. The applications of candidates from PSEs/ Government sector will be considered only if it is received through proper channel or with No Objection Certificate.

Declaration

I do hereby declare that the above information as furnished by me is true to the best of my knowledge. I also give undertaking that at any point of time, if any of the above information is found false, it will automatically lead to cancellation of my contract and will also make me liable for prosecution under law.

I also certify that I am not facing any charge nor have been convicted in any corruption/ illegal gratification/ criminal case and also I have not been dismissed or removed or compulsorily retired from the services of my previous Organization(s).

Station:

Date:

Signature of the Applicant