


कोल इण्डिया लिमिटेड (महारत्न कम्पनी) न्यू टाउन, राजारहाट, कोलकाता- 700 156 कॉर्पोरेट पहचान सं. L23109WB1973GOI028844 फोन: 033 22236615		Coal India Limited (A Maharatna Company) Coal Bhawan, New Town, Rajarhat KOLKATA-700156 (WB) WEBSITE : www.coalindia.in CIN No.L23109WB1973GOI028844
कार्मिक विभाग अधिकारी स्थापना	PERSONNEL DEPARTMENT EXECUTIVE ESTABLISHMENT	

Ref No. CIL/C-5A(v)/CRC/ED/ 2022/B-334

Dated: 20.04.2022

NOTICE

Sub : Inviting applications for the post of Executive Directors in E-9 grade in the scale of pay of Rs. 1,50,000/- to Rs. 3,00,000/-

Applications from the eligible and willing Executives of E8 grade are invited to fill up the following 06 posts of Executive Director at CIL HQ:

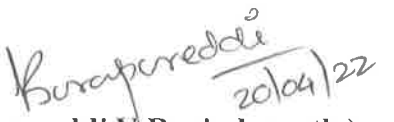
S.No.	Post
1	ED(Internal Audit)
2	ED(Personnel)
3	ED(Exploration)
4	ED(Marketing & Logistics)
5	ED(Finance)
6	ED(Environment)

Guidelines for promotion from E8 to E9 is as per CIL OM no.484 dated 01.10.2020 and subsequent amendment vide OM No.509 dated 17.11.2020. The Minimum qualification and experience is as per CIL's OM No. 470 dated 17.08.2020 and subsequent amendment vide OM No.774 dated 24.09.2021. Guidelines, Minimum qualification and experience are as per updated HR Manual which is available on CIL's website .

Date of the notification i.e. 20.04.2022 is the cut-off date for eligibility.

The applicants should submit their applications in the prescribed format, within 10 days from the date of issue of the notification, i.e. by 29th April 2022; thereafter subsidiary companies to verify, certify and forward eligible applications to CIL Hq, within one week i.e by 06th May, 2022.

This issues with approval of Competent Authority.


 (Surapureddi V Ravindranath)
 Chief Manager (P)/HoD(EE)

Encl: Application Format

Distribution:

1. CMDs- ECL/BCCL/CCL/SECL/WCL/NCL/MCL/CMPDIL
2. Director(Finance)/ Director(Marketing)/ Director(P&IR)/Director(Technical), CIL.
3. CVO, CIL
4. D(P)/D(F)/D(T)- ECL/BCCL/CCL/SECL/WCL/NCL/MCL
5. Director(T/CRD), CMPDIL
6. ED (Coord)/TS to Chairman, CIL
7. GM(P/EE)/Dy. GM(P/EE)- BCCL, CCL, NCL, SECL, WCL, MCL, ECL/ GM(P&A), CMPDIL
8. GM (Systems), CIL- with a request to upload the above circular in CIL website, under “employee corner- transfers/promotions-DPC”
9. TS to Director(P&IR), CIL.
10. Chief Manager (P/EE)(iv), CIL.
11. Guard file

APPLICATION FORM FOR THE POST OF EXECUTIVE DIRECTOR IN E9 GRADE IN CIL

1. Name of the post applied for: _____

2. (a) Name: _____

(b) EIS No.: _____

(c) Date of Birth (DD/MM/YYYY): _____

(d) Designation: _____

(e) Present Place of Posting: _____

(f) Deemed Date of entry in E8 grade: _____

(g) e-Mail id: _____

(h) Mobile No.: _____

3. (i) Educational/Professional Qualifications*:

Sl. No.	Qualification with Specialization(s)	Name of Institution	Period of Study	
			From	To

* Qualification should be exactly as per Certificate issued by the University/ Institute.

(ii) Positions held during the last ten years till date (in descending order):

Sl. No.	Grade and Designation	Place of posting	Period		Assignment/duties performed
			From	To	

NB : The positions should be indicated in order of the most recent assignments.

4. In case of application for ED (Environment) post, the following information may be provided for 07 years (in descending order):

ED Post applied for	Details of experience		
	Period	Place of posting	Brief of duties performed
ED(Environment)			

5. Any Remarkable/Special achievement during last 10 years:

DECLARATION

I, Designation: hereby certify that the details furnished by me in Columns 1 to 5 wherever applicable are true to the best of my knowledge & belief.

(Name & Signature of the Applicant)

Note:

1. Please attach a separate write-up, not exceeding 400 words, in support of your candidature.
2. Full form of all abbreviations used while making entries in the application form should be suitably explained i.e. in footnotes or a separate attachment.

VERIFICATION

It is certified that particulars furnished above have been scrutinized and found to be correct as per official records.

Signature
Name and Designation of HoD EE Dept.

Note:

In case of experience given at Sl no.4 of the application, this is to be certified by CMDs/ concerned Director of Subsidiary Companies where applicant is working/ by Concerned Director, in case of executive of CIL. A separate certificate to this effect may sent to CIL Hq preferably along with application.