



Ref. No.: MCL HQ/Recruitment/Internal/2018/ 214

Date: 31/08/2018

To  
The General Manager (P/Rectt),  
CIL, NCL, BCCL, ECL, CCL, SECL, WCL, CMPDIL & NEC.

Sub: Requirement of Manpower-Applications from Eligible Departmental Candidates

In continuation to the earlier letter Ref. No. MCL HQ/Recruitment/Internal/2018/188 dated 10/08/2018, the due date has been extended up to 08/09/2018. It is to notify that MCL is in the process of filling up the following vacancies:-

S. No.	Designation	Vacancy	S. No.	Designation	Vacancy
1	Jr. Overman T&S Gr. C	160	7	Technician (Dietician) Trainee T&S Gr. C	02
2	Mining Sirdar T&S Gr. C	199	8	Technician (Pathological) Trainee T&S Gr. C	06
3	Dy Surveyor T&S Gr. C	18	9	Technician (Radiographer) Trainee T&S Gr. C	01
4	Staff Nurse (Trainee) T&S Gr. C	78	10	Physiotherapist (Trainee) T&S Gr. C	03
5	Audiometry Technician (Tr.) T&S Gr. D	01	11	Dresser Gr. II (Trainee) T&S Gr. E	26
6	Technician (Dental) Trainee T&S Gr. D	03		<b>Total</b>	<b>497</b>

In this regard, it is requested that if in your company there is any

- Useful surplus manpower working in any of the above posts may be spared for MCL on transfer (OR)
- Existing employees on roll fulfilling the requisite eligibility norms as per the cadre scheme (Copy of eligibility norms Enclosed – Annexure-A) willing to apply for MCL on transfer in the prescribed format. (Application Format Enclosed – Annexure-B).

The details of the same may kindly be sent to us by 08/09/2018 as per the Performa given below:

Details of the Surplus Sparable Manpower from “Concerned Subsidiary” willing to work in MCL:

Sl. No.	Name of the post	No. of Surplus Sparable Manpower working in the above posts willing to transfer to MCL (Attach Consolidated details in enclosed Performa – Annexure-C)	No. of Sparable eligible candidates fulfilling the requisite norms (Attach applications in format-Annexure-B) (No age bar for Departmental Candidates)	Total
1	2	3	4	5=3+4

MCL will seek transfer of the selected candidates from CIL with due approval of the Competent Authority.

As per the instruction received from CIL vide ref.no.2394 dated.13/08/2018 by Sr.Manager(MP&IR), at serial no. 3(b), a copy of the circular may also be uploaded in the subsidiary website and CIL website.

In case of non-availability of eligible departmental candidates/manpower, kindly send the ‘NIL’ report. The above information /details may kindly be sent by 08/09/2018 to this office. In case of no information is received within the period mentioned above, it will be presumed that there are no eligible persons in your subsidiary for the above posts.

Encl: As above

  
(A.P. Vishwakarma)  
GM(P/Co-ordn/Rectt.)

**Copy to:**

1. TS to D(P) CIL,NCL,BCCL,ECL,CCL,SECL,WCL,CMPDIL & NEC.
2. TS to D(P), MCL: for kind information please.
3. GM(System),MCL- with a request to upload in the company website.

## Annexure-A

S. No	Designation	Cat./Gr.	Minimum Qualification (Educational/ Tech.) & Experience
1	Jr. Overman	T&S Gr.C	<ul style="list-style-type: none"> <li>•Diploma in Mining Engineering of 3 years duration from recognized Institute with valid Overman's Competency Certificate issued by DGMS.</li> <li>•Valid Gas Testing and valid First-Aid Certificates.</li> <li>•1 year Post Diploma Practical Training in Coal Mines.</li> </ul>
2	Mining Sirdar	T&S Gr.C	<ul style="list-style-type: none"> <li>•Mining Sirdarship Certificate of Competency issued by DGMS along with Valid Gas Testing Certificate and First Aid Certificates.</li> <li>•3 years of experience of working in underground mines.</li> </ul> <p><b>(OR)</b></p> <ul style="list-style-type: none"> <li>•Diploma in Mining Engineering of 03 years duration from recognized Institute with valid Overman's Competency Certificate issued by DGMS.</li> <li>•Valid Gas Testing and First Aid Certificates.</li> </ul>
3	Dy.Surveyor	T&S Gr.C	Matriculate with Survey Certificate of competency granted by DGMS.
4	Staff Nurse (Trainee)	T&S Gr.C	10+2 Plus 'A' Grade Nursing Diploma or Certificate from a recognized Institute approved by the Govt. After successful completion of one year training they will be confirmed in T&S Gr.C
5	Audiometry Technician (Trainee)	T&S Gr.D	Higher Secondary (10+2)/ Intermediate plus Diploma in Audiometry from Govt. Recognized Institute. After successful completion of one year training they will be confirmed in T&S Gr.D
6	Technician (Dental) Trainee	T&S Gr.D	Higher Secondary (10+2)/ Intermediate plus Diploma in Dentistry/Dental Technology from Govt. Recognized Institute. After successful completion of one year training they will be confirmed in T&S Gr.D
7	Technician (Dietician) Trainee	T&S Gr.C	Recognized Diploma in Dietics After successful completion of one year training they will be confirmed in T&S Gr.C
8	Technician (Pathological) Trainee	T&S Gr.C	Diploma in respective Technology from an Institute recognized by the Government After successful completion of one year training they will be confirmed in T&S Gr.C
9	Technician (Radiographer) Trainee	T&S Gr.C	Diploma in respective Technology from an Institute recognized by the Government After successful completion of one year training they will be confirmed in T&S Gr.C
10	Physiotherapist (Trainee)	T&S Gr.C	Diploma in Physiotherapy from Govt. recognized Institute (minimum 3 years course) After successful completion of one year training they will be confirmed in T&S Gr.C
11	Dresser Gr.II (Trainee)	T&S Gr.E	<ul style="list-style-type: none"> <li>•Matric with one year training certificate from company Hospital/ Recognized Institute/Government Hospital.</li> <li>•Two years' service in the coal industry</li> <li>•After successful completion of one year training they will be confirmed in T&amp;S Gr.E</li> </ul>

**Application Format  
FOR DEPT. CANDIDATES ONLY**

**Annexure – B**

Subsidiary Company .....  
Sign and Seal of the Competent Authority  
MCL - 2018

1.	Name of the Post applied for in MCL:						Affix Recent Passport Size Photograph
2.	NAME (In Block Letters):						
3.	Father's Name (In Block Letters):						
4.	Present Address for Communication (Pincode Must) & Mobile No:						
5.	Permanent Address (Pin code Must):						
6.	Caste (UR/SC/ST/OBC with Non Creamy Layer): (OBC Certificate not more than one year old)	UR	SC	ST	OBC	Certificate No.	
7.	Religion:						
8.	Date of Birth(DD/MM/YYYY): (Attach attested supported documents Like 10 <sup>th</sup> mark sheets clearly indicating DOB).	DOB		/	/		
9.	Age as on 08/09/2018:						
10.	Place of Birth and country:						
11.	Details of Physically Handicapped/Disability: (Enclosed copy)	Type:					
		Certificate No:		Issue Date:			
12.	Departmental Candidate to give Emp. No., Designation, CIL Subsidiary Name/Place of Posting	Employee No:					
		Designation & Grade					
		Subsidiary/Area/Place					
13.	Details of Project Affected Person (if any): (Attach copy of Certificate/Documents Issued by R&R Dept.)	(Y/N) Project Name..... Area.....					
		Certificate No. & Date:					
14.	Name of Examination Passed with year of Passing, Division/Class(Matric & onwards including Technical/Professional Qualifications) (Attach self- attested copies of Supporting Documents) (Attach Self Attested copies of valid (as on 08/09/2018) Statutory Certificates issued By DGMS & others if applicable.	Class/Degree	Year of Passing	Stream	Marks Obtained/ Total Marks	%	
		10 <sup>th</sup>					
		12 <sup>th</sup>					
		Diploma / Gas Testing/First Aid /Training certificate					
15.	Details of Apprenticeship (Attach Attested copy of PDPT Completion Certificate)	Company Name	Started from(dd/mm/yy)	Completed on (dd/mm/yy)	Trade		
16.	Experience (if any):						

The above furnished information is true, complete and authentic as per my knowledge. I possess relevant qualification for the posts applied for, as stipulated by MCL in Annexure-A. In case, the above information/declaration is found to be false, MCL management has the right to cancel my candidature.

Date ..... Place ..... Name ..... Full Signature .....

**Note:** The above application with all documents must reach the office of GM(P-Co-ord/Rectt),MCL through proper channel after due verification and certification from the subsidiary company. **There is no age bar for departmental candidates.** Once departmental candidates may apply for more than one post if eligible. **Cutoff date is 08/09/2018 for all purpose.**

MCL Recruitment Drive 2018

Annexure - 'C'

Post Wise-Sorted-Consolidated Details of Useful Surplus Spareable manpower Working in \_\_\_\_\_ (Subsidiary Name)

Sl.No	Employee Name	Father's /Husband's Name	Present Designation	NEIS No.	Caste			Date of Birth	Date of Appointment	Date of Coming to Present Grade	Educational Qualification	Professional Qualification	Details of Pending Departmental & Vigilance Enquiry (if any)	Willingness of Employee to transfer to MCL (YES/NO)	Post Applied for
					Gen	OBC	SC/ST								
1															
2															
3															
4															
5															

Signature & Seal of Competent Authority