



कोल इण्डिया लिमिटेड
COAL INDIA LIMITED

भर्ती विभाग
RECRUITMENT DIVISION

सूचना- 18/2026
NOTICE- 18/2026

Date: 27th-March-2026

Reference is invited to the Clause No. 6(vi) & (vii), Methodology and Other Norms of the Notification-02/2025, the marking pattern in respect to Experience (10 Marks), Qualification (10 Marks) and ACR (15 Marks), as per the circular dated 16.11.1984.

1. EXPERIENCE (10 MARKS)

SI.No.	Name of the Disciplines	Marks
A.	1. Electrical & Mechanical 2. Electronics & Telecommunication 3. Environment 4. Excavation 5. Hindi 6. Legal 7. Marketing & Sales 8. Materials Management 9. Public Relations 10. Secretarial 11. Security 12. System 13. Civil 14. (a) Finance Discipline (Semi-Qualified Group)	a) 06(six) marks for the minimum experience as prescribed in the relevant Cadre Scheme/HR Manual. b) One mark was given after each additional year's experience from T&S Grade-A onwards. <i>Maximum marks for Experience will be 10 Marks</i>
B.	14(b). Finance Discipline (Qualified Group) 15. HR(Personnel)	a) 2 marks was awarded for every year of service for the first 3 years upto a maximum of 6 marks. b) One mark was awarded for each additional year of service beyond 3 years of service. <i>Maximum marks for Experience will be 10 Marks</i>

Sl.No.	Name of the Disciplines	Marks
C.	16. Company Secretary	a) 2.5 marks for each completed year of service <i>Maximum marks for Experience will be 10 Marks</i>

Note:-Experience of 6 months and more as on the date of cut-off will be treated as one year and experience of less than 6 months shall be taken as 0.

2. **ACR (15 Marks)**: ACR's for the last three years under review i.e. Period of 2021-2022, 2022-2023 and 2023-2024.

Rating	Marks
Outstanding	5
Very Good	4
Good	3
No/nil rating available for any period	zero

3. **QUALIFICATION (10 MARKS)**

The Discipline-wise modalities for marking pattern of Qualification is at **Annexure-A**.

- ❖ In case of tie in the Final Merit panel, comprise of the Written Test(CBT), Qualification, Experience and ACRs Marks, the same norms has been followed for tie break as in the case of Written Test (CBT) for finalizing the Final Merit panel.
- ❖ Reservation to SC/ST/PwD is per GOI guidelines.

This is for information of all concerned.

महा प्रबंधक (मानव संसाधन /भर्ती)
General Manager (Human Resources /Recruitment)

APPROVED MODALITIES FOR MARKING OF QUALIFICATION (10 Marks)**1. Marks Awarding Criteria – Electrical & Mechanical Discipline**

Sl. No.	Criteria	Marks
1	For candidates possessing minimum qualification i.e Recognized Diploma (3-year duration) in relevant branch of Engineering with 7 years post-qualification experience out of which minimum 3 years in T&S Grade 'A'	6 Marks
2	Candidates having Degree (Relevant branch)	2 Marks
3	Candidates having Diploma in Computer Application (min 6 months)	1 Mark
4	Candidates having any PG Degree/ PG Diploma (2 yrs duration)	1 Mark
OR		
1	Candidates having recognized Degree in relevant branch of Engineering with 3 years' experience in T&S Grade 'A'	6 Marks
2	Candidates having PG Degree in Engineering (Relevant branch)	2 Marks
3	Candidates having Diploma in Computer Application (minimum 6 months)	1 Mark
4	Candidates having any PG Degree / PG Diploma (2 years duration)	1 Mark

2. Marks Awarding Criteria – Electronics & Telecommunication Discipline

Sl. No.	Criteria	Marks
1	For candidates possessing minimum qualification i.e Recognized Diploma (3-year duration) with 7 years post-qualification experience out of which minimum 3 years in T&S Grade 'A' in E&T discipline, in any of the following branches of engineering: Electronics and Telecommunication / Electronics and Communication/ Electronics and Instrumentation /Electronics/Telecommunication/ Instrumentation.	6 Marks
2	Candidates having Degree (Relevant branch)	2 Marks
3	Candidates having Diploma in Computer Application (min 6 months)	1 Mark
4	Candidates having any PG Degree/ PG Diploma (2 yrs duration)	1 Mark
OR		
1	For candidates possessing minimum qualification i.e Recognized Degree with minimum 3 years in T&S Grade 'A' in E&T discipline , in any of the following branches of engineering: Electronics and Telecommunication / Electronics and Communication /Electronics and Instrumentation /Electronics/Telecommunication/ Instrumentation.	6 Marks
2	Candidates having PG Degree in Engineering (Relevant branch)	2 Marks
3	Candidates having Diploma in Computer Application (minimum 6 months)	1 Mark
4	Candidates having any PG Degree / PG Diploma (2 years duration)	1 Mark

3. Marks Awarding Criteria – Excavation Discipline

Sl. No.	Criteria	Marks
1	For candidates possessing minimum qualification i.e Recognized Diploma (3-year duration) in relevant branch of Engineering with 7 years post-qualification experience, out of which minimum 3 years in T&S Grade 'A'	6 Marks
2	Candidates having Degree (Relevant branch)	2 Marks
3	Candidates having Diploma in Computer Application (min 6 months)	1 mark
4	Candidates having any PG Degree/ PG Diploma (2 yrs duration)	1 Mark
OR		
1	Candidates having recognized Degree in relevant branch of Engineering with 3 years' experience in T&S Grade 'A'	6 Marks
2	Candidates having PG Degree in Engineering (Relevant branch)	2 Marks
3	Candidates having Diploma in Computer Application (minimum 6 months)	1 Mark
4	Candidates having any PG Degree / PG Diploma (2 years duration)	1 Mark

4. Marks Awarding Criteria – Civil Discipline

Sl. No.	Criteria	Marks
1	For candidates possessing minimum qualification i.e Recognized diploma of 3 yrs duration in the relevant branch of Engg. with 7 yrs. Post qualification experience out of which minimum 3 yrs must be in T&S grade 'A'	6 Marks
2	Candidates having Degree (Relevant branch of Engg)	2 Marks
3	Candidates having Diploma in Computer Application (min 6 months)	1 mark
4	Candidates having MBA/LLB/ Any Master Degree	1 Mark
OR		
1	Candidates having recognized Degree in relevant branch of Engineering with 3 years' experience in T&S Grade 'A'	6 Marks
2	Candidates having PG Degree in Engineering (Relevant branch)	2 Marks
3	Candidates having Diploma in Computer Application (minimum 6 months)	1 Mark
4	Candidates having MBA/LLB/ Any Master Degree other than Engg	1 Mark

5. Marks Awarding Criteria – Marketing & Sales Discipline

Sl. No.	Criteria	Marks
1	For candidates possessing minimum qualification i.e Graduate with 3 years' experience in T&S Grade 'A'	6 Marks
2	Candidates having MBA / PGDM (Marketing)	2 Marks
3	Candidates having Diploma in Computer Application (min 6 months)	1 Mark
4	Candidates having LLB/ any PG Degree/ PG Diploma (min 2 yrs duration) other than MBA (specialization in Marketing)	1 Mark

6. Marks Awarding Criteria – HR (Personnel) Discipline

SI.No	Parameters	Marks
1	Candidates having min qualification i.e. Graduate with Post Graduate Diploma or post graduate degree in Social Science or Labour Welfare as recognized by Labour Ministry for the post of Welfare Officer in Mines	6 Marks
2	Candidates having UG Degree in Law	1 Mark
3	Candidates having PG Degree in Law	2 Marks
4	Candidates having Degree/Diploma in Computer Application (min 6 months)	1 Mark

7. Marks Awarding Criteria – Finance Discipline

SI.No	Parameters	Marks
1	Candidates having min qualification i.e Final Exam of CA/ICWA	6 Marks
OR	Candidates having min qualification i.e Inter Cost/Chartered and CIL Accounts exam Pt.1 with 3 years' experience in T&S grade 'A' Post of Ministerial Accounts cadre	
OR	Candidates having min qualification i.e Graduate with 3 years' experience in T&S grade 'A' Post of Ministerial Accounts cadre	
2	Candidates having P.G Degree / Master Degree related to Finance	2 Marks
3	Candidates having Company Secretary Qualification	1 Mark
4	Candidates having Diploma in Computer Application (min 6 months)	1 Mark

8. Marks Awarding Criteria – Environment Discipline

SI. No.	Criteria	Marks
1	For candidates possessing minimum qualification i.e B.Sc with 3 years in T&S Grade'A' after passing the prescribed examination/ test conducted by CIL	6 Marks
2	For candidates possessing M.Sc in Environmental Science / Environmental Management	1 Mark
3	For candidates possessing M.Tech / ME in Environmental Engineering	2 Marks
4	Candidates having Diploma in Computer Application (min 6 months)	1 Mark
OR		
1	For candidates possessing minimum qualification i.e any course on Management/ Environment i.e. PG Degree/ Diploma awarded by the recognized Universities/ Instt. like IITs, some NITs/ RECs, BHU, BE College NEERIE, IISWBM, etc. approved by AICTE with 3 years in T&S Grade'A' after passing the prescribed examination /test conducted by CIL	6 Marks
2	For candidates possessing PG Diploma / Degree in Industrial Safety & Environmental Management/ Sustainability Management	2 Marks
3	For candidates possessing Ph.D. in Environment-related subject	2 Marks

9. Marks Awarding Criteria - Company Secretary Discipline

SI.No	Parameters	Marks
1	Candidates having acquired Company Secretary Qualification with Associate membership of ICSI	6 Marks
2	Candidates having acquired UG/PG Degree in Law	2 Marks
3	Candidates having CA/ICWA	2 Marks
OR		
1	Candidates having acquired Company Secretary Qualification with Fellow membership of ICSI	8 Marks
2	Candidates having acquired UG/PG Degree in Law	2 Marks

10. Marks Awarding Criteria – Hindi Discipline

SI.No	Parameters	Marks
1	For candidates having minimum qualification i.e MA in Hindi from a recognized University with 10 years post qualification experience, out of which 03 years working experience as Office Supdt (OL)/ Sr Translator (OL)/ Sr PA (OL) in T&S grade 'A'	6 Marks
2	For candidates having M.Phil/ Ph.D in the relevant field	2 Marks
3	For candidates having Degree/ Diploma in Computer Application (min 6 months)	1 Mark
4	For candidates having MBA/ LLB/ Any Master Degree	1 Mark

11. Marks Awarding Criteria – Legal Discipline

SI.No	Parameters	Marks
1	For candidates having minimum qualification i.e Law Graduate with 3 yrs. experience in Tech. & Supv. Grade 'A'	6 Marks
2	Candidates having Master's Degree in Law	2 Marks
3	Candidates having Degree/ Diploma in Computer Application (min 6 months)	1 Mark
4	Candidates having any other Master Degree excluding Law	1 Mark

12. Marks Awarding Criteria – Public Relations Discipline

SI. No	Parameters	Marks
1	Candidates having min qualification i.e. Post graduate degree/ Post graduate diploma (full time course) in Journalism/ Mass Communication/ Public Relation from a recognized Institute/ University with 3 years working in T&S grade 'A' after acquiring prescribed qualification	6 Marks
2	Candidates having PG Diploma in Digital Marketing / Social Media Management / Corporate Communication	2 Marks
3	Candidates having Degree/Diploma in Computer Application (min 6 months)	1 Mark
4	Candidates having MBA	1 Mark

13. Marks Awarding Criteria – Materials Management Discipline

SI. No.	Criteria	Marks
1	For candidates having minimum qualification i.e Graduate in Arts/ Science/ Commerce with 3 yrs experience as inspector of Stores/ Purchase or Chief Store Keeper in the Tech. & Superv. grade 'A'	6 Marks
OR	For candidates having minimum qualification i.e Recognized Diploma in Engg. (3 yrs duration) with 3 yrs experience as inspector of Stores/ Purchase or Chief Store Keeper in the Tech. & Superv. grade 'A'	
OR	For candidates having minimum qualification i.e 2nd/1st Class Mine Manager's Certificate with 3 yrs experience as inspector of Stores/ Purchase or Chief Store Keeper in the tech. & Superv. grade 'A'	
OR	For candidates having minimum qualification i.e MBA with 3 yrs experience as inspector of Stores/ Purchase or Chief Store Keeper in the Tech. & Superv. grade 'A'	
2	Candidates having recognised Degree in Engg. / PG Degree or Diploma in MM	2 Marks
3	Candidates having Degree/ Diploma in Computer Application (min 6 months)	1 Mark
4	Candidates having any LLB/ Any Master Degree	1 Mark

14. Marks Awarding Criteria – Secretarial Discipline

SI. No	Parameters	Marks
1	Candidates having min qualification i.e. Graduate in Arts/ Science/ Commerce with 3 yrs. experience as Sr.PA in T&S grade "A"	6 Marks
2	Candidates having PG Diploma in any discipline	1 Mark
3	Candidates having PG Degree in any discipline	2 Marks
4	Candidates having Degree/Diploma in Computer Application (min 6 months)	1 Mark

15. Marks Awarding Criteria – Security Discipline

SI.No	Parameters	Marks
1	Candidates having min qualification i.e. Graduate with 3 yrs. experience in T&S grade "A"	6 Marks
2	Candidates having any NCC certificate "B" & "C"	2 Marks
3	Candidates having Degree/Diploma in Computer Application (min 6 months)	1 Mark
4	Candidates having NCC certificate "A"	1 Mark

16. Marks Awarding Criteria – System Discipline

SI.No	Parameters	Marks
1	Candidates having min qualification i.e. 1st class or High 2nd class degree in Engg/ Computer Science with 3 yrs Exp in T&S Grade 'A'	6 Marks
OR	Candidates having min qualification i.e. PG Degree in Mathematics/ Electronics/ Science/ Management /ICWA/ CA with 3 yrs Exp in T&S Grade 'A'	
OR	Candidates having min qualification i.e. Graduate in Arts/ Science/ Commerce with 3 yrs Exp in T&S Grade 'A'	
2	Candidates having MCA	1 Mark
3	Candidates having PhD in relevant field	3 Marks