


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

RefNo. CIL/C-5A(v)/CRC/ED/ 2022/ 835

Dated: 03.11.2022

### 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 02 posts of Executive Director at CIL HQ:

S.No.	Post
1	ED(Land & Rehabilitation)
2	ED(Solar)

The Job allocation/role, Minimum qualification and Minimum experience is as per OM no. CIL/C5A(PC)/ED posts/977 dated 03.11.2022, and Guidelines for promotion from E8 to E9 is as per provisions contained in CIL HR Manual in the chapter "Cadre Scheme & Promotion Procedures", which are available on CIL's website.

Date of the notification i.e. 03.11.2022 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 12<sup>th</sup> November, 2022; thereafter subsidiary companies to verify, certify and forward eligible applications to CIL Hq, within one week i.e by 19<sup>th</sup> November'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(Fin.)/ Director(P&IR)/Director(Tech.)/Director (BD)/Director (Mktg.), 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. ED (Personnel), CIL, Kolkata.
8. ED, IICM, Ranchi.
9. GM(P/EE)/Dy. GM(P/EE)- NCL ,BCCL,CCL, SECL, WCL, MCL, ECL/ GM(P&A), CMPDIL
10. GM (Systems), CIL- with a request to upload the above circular in CIL website, under “employee corner- transfers/promotions-DPC”
11. GM, CIL Delhi.
12. GM, NEC, Assam.
13. TS to Director(P&IR), CIL.
14. Chief Manager (P/EE)(iv), CIL.
15. Guard file

# APPLICATION FORM FOR THE POST OF EXECUTIVE DIRECTOR/ 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	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 (Land & Rehabilitation), the following information be provided for last 10 years (in descending order) along with supporting documents:

ED Post applied for	Details of experience related to Land/R&R department			
	Period		Place of posting(s)	Brief of duties performed
	From	To		
ED(L&R)				

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 in a separate attachment.
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**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, the same is to be certified by CMDs/ concerned Director of Subsidiary companies where applicant is working/ by Concerned Director, in case of Executives of CIL. A separate certificate to this effect may be sent to CIL Hq preferably along with application.