



Northern Coalfields Limited

A mini ratna Company, An undertaking of Government of India
Head office: Panjreh Bhawan, Morwa , Singrauli-486889,M.P.,India

Reference: NCL/HQ/PD/Manpower/DR/2018-19/ **486**

Date: 28/08/2018

Employment Notification

Northern Coalfields Limited (NCL), a subsidiary company of Coal India Limited (A Maharatna Company of Govt. of India), is a major contributor to energy requirement of the Nation. We are for Mining with a human face through socially sustainable development. We are committed to adopting the '**Ten Principles of the UN Global Compact**' as well as ensuring energy security of our Nation. We operate highly mechanized Open-Cast Coal Mines spread in two neighboring States of Madhya Pradesh and Uttar Pradesh.

NCL endorses 'Employee-First' philosophy and provides a competitive environment for skill development with plenty of opportunities for career progression besides providing attractive pay and perks.

NCL invites applications from Indian nationals possessing minimum qualifications required for appointment to the following positions of Statutory Personnel i.e. Mining Sirdar, Junior Overman, & Surveyor (Mines), for our highly automated Coal producing Mines.

(01) Positions/ Minimum Qualification/ Vacancies:

The different Positions, Minimum Qualifications required and the Vacancy for different categories are provided in Table 01.

Table 01: Table showing Positions, Minimum Qualifications, Vacancy

S.N.	Name of the Post	Essential Qualification	Total Vacancy(Including Backlog)				
			UR	SC	ST	OBC (NCL)	Total
1	Mining Sirdar T&S grade-C	1) Matriculate or equivalent exam from any recognized Board of Exam 2) Valid Mining Sirdar certificate of competency from DGMS under Coal Mines Regulation 1957 or any other certificate in Mining which entitle to work as Mining Sirdar as per Coal Mines Regulation 1957. 3) Valid Gas Testing Certificate & Valid First Aid Certificate Or, 1) Diploma in Mining Engineering of 3 years duration from recognized Institute. 2) Valid Overman's certificate of competency from DGMS under Coal Mines Regulation 1957 or any other certificate in Mining which entitle to work as Mining Sirdar as per Coal Mines Regulation 1957. 3) Valid Gas Testing Certificate & Valid First Aid Certificate	17	09	28	04	58
2	Junior Overman T&S grade-C	1) Diploma in Mining Engineering of 3 years duration from recognized Institute. 2) Valid Overman's certificate of competency from DGMS under Coal Mines Regulation 1957 or any other certificate in Mining which entitle to work as Overman as per Coal Mines Regulation 1957. 3) Valid Gas Testing Certificate & Valid First Aid Certificate	38	40	48	11	137
3	Surveyor (Mining) T&S grade-B	1) Matriculation and Surveyors' Certificate of Competency (SCC) granted under CMR'57 or 2) Diploma in Mining/Mine Surveying + SCC granted under CMR'57	09	03	11	02	25
			64	52	87	17	220

Scale of pay (As per JBCCI X)

For Gr. B Posts: (Monthly Rated) Rs 34391.65

For Gr. C Posts: (Monthly Rated) Rs 31852.56

NOTE:-

1. The No. of vacancies shown above are tentative and may increase or decrease at the discretion of NCL management.
2. The horizontal reservation for Ex-Servicemen will be applicable across the vacancies of above shown posts and 14.5% vacancies are reserved (horizontally) for Ex-Servicemen.
3. None of the above positions fall into the Identified List of Positions for PWD candidates, by Government of India (as prescribed *vide Notification No.16-15/2010-DD-III dated 29th July 2013*), hence reservation for PWD is not applicable in this recruitment.
4. **The crucial date for determining the eligibility/suitability of a candidate for different posts as required under the Notification shall be the Closing Date for submission of Application Online by candidates.**
5. **Eligible candidates may apply for more than one post separately, with payment of application fee for each post separately.**

(02) Age Limit:

- I. Applicant must have completed a minimum age of 18 years as on the Last Date for Submission of Applications (Crucial date) as provided in the Notification.
- II. The Upper-age Limit will be 30 years as on the Last Date for Submission of Applications (Crucial date) as provided in the Notification.
- III. The Upper-age limit will be relaxed by 5 years for SC/ST candidates and 3 years for OBC (Non Creamy Layer) candidates.
- IV. The Upper-age limit will be relaxed by 5 years to all candidates who had originally been domiciled in the state of Jammu & Kashmir during the period from 01/01/1980 to 31/12/1989 and candidate has to provide the certificate of the same issued by District Magistrate/ Block Development Officer/ Sub-Divisional Officer along with the application.
- V. For Ex-Servicemen, age relaxation is applicable as prescribed by Government of India Order issued from time to time.
- VI. No Upper-age limit is applicable for employees of NCL, CIL and other Subsidiaries of CIL.
- VII. The Date of Birth as recorded in the Matriculation/ SSC/ High School or Equivalent Examination certificates only will be accepted. No subsequent request for change in Date of Birth will be entertained.

(03) Selection Process:

- i. Eligible candidates meeting the age and the minimum eligibility criteria as on the last date of submission of Application as specified under this Notification will be required to appear for a Written Test. The selection will be based on a candidate's relative performance in the written test.
- ii. Candidates will be allowed to appear in the written test merely on the basis of their declaration regarding their eligibility as opted in the application form. Scrutiny/ Verification of the applications and documents submitted by candidates will be done post declaration of result of the written test, only for those candidates who shall pass the written test as per the laid down cut-off marks. In the post-written test scrutiny/verification of documents, if the particulars in the application and the attached documents are found not in conformity with the eligibility criteria and parameters mentioned in this

advertisement, the candidature of such applicants shall stand disqualified regardless of the marks scored in the written test.

- III. Written tests for direct recruitment of statutory posts will be OMR based and it will be in bilingual format (Hindi/English).
- IV. Written test will consist of a single examination paper with two sections i.e. 'A' & 'B'. The Section 'A' will comprise technical part specific to post for which recruitment is to be carried out and section 'A' will comprise 70 questions of 'One' marks each, similarly section 'B' of test paper will comprise questions for assessment of mental ability, quantitative ability, logical & reasoning skills, general knowledge/awareness etc. and there will be a total of 30 questions of 'one' mark each.
- v. *There will be a sectional cut-off for Section A & B individually and will be equal to 20 % that is 14 marks for Section 'A' and 6 marks for Section 'B'. There shall be no relaxation in sectional cut-off for SC/ST/OBC/Ex-Army Men or any category. Additionally, overall cut-off marks (By adding the scores of both section) will be applicable as following:*

S.N.	Posts	Maximum Marks (Section A+ Section B)	Category of Candidates	Cut-Off Marks required for Selection
1.	All Posts	100	UR & OBC (Creamy Layer)	50 marks
			SC/ST/ OBC (NCL)	45 marks

- VI. The written examination will be conducted for 90 minutes duration.
- VII. The Written test will comprise of objective type questions with four choices of answer and there will be no negative marking for any wrong answer. Question booklet (in Hindi/English) will be provided along with a separate OMR sheet for marking the correct answers, at the start of written examination. Instructions (Bilingual) for candidates will be given on the question booklet as well as on the OMR sheet.
- VIII. The Written test will be conducted at different centers in District Singrauli /Varanasi only.
- IX. Result of the Written Test will be published through official website of NCL as early as possible.
- X. Successful candidates, in the order of their marks scored in the written test, will be notified for appearance for scrutiny/verification of their testimonials. The candidates shall have to appear along with all original certificates/documents as per eligibility criteria notified in this advertisement for scrutiny/verification. The date and venue for scrutiny/ verification shall be notified in the official website of NCL and the candidates shall have to report accordingly.
- XI. Post scrutiny/ verification of eligibility, 'Provisional merit panels' of candidates who score the requisite cut-off marks and above and fulfilling the eligibility criteria will be published, in the order of marks scored, in the official website of NCL.
- XII. In case of a tie of marks, obtained in the written test, it will be resolved first on the basis of percentage of marks scored in matriculation, then by the year of passing (earlier being the first), Date of Birth (elder being the first) and then by alphabetic order of their first and last name as appearing in the matriculation certificate.
- XIII. The provisional merit panels for all posts will be published on the official website of NCL only.
- XIV. Provisional offer of appointment will be issued to the successful candidates in accordance with their relative merit position and with due consideration of the reservation of posts to the reserved category candidates and against vacancies.
- XV. If it is found during the Scrutiny/ Verification, or even after that during the course of training, or even during the course of employment, that the candidate is not fulfilling the criteria of eligibility in any respect, his/her candidature will be cancelled.

(04) General Instructions for Candidates:

1. Before submitting the application, the candidate must ensure that he/she fulfills all the eligibility and other norms mentioned in the advertisement. He/she may cross check the information such as date of birth, category, sub-category, contact details, etc. furnished in the application form before finally submitting the same online as no correction would be possible later.
2. The decision of NCL management regarding eligibility criteria, acceptance or rejection of applications, mode of selection to the post etc. shall be final and binding on all candidates. Mere fulfilling of minimum qualification and job requirements will not vest any right on candidates for being called for written test / document verification. No correspondence will be entertained from the candidates found ineligible and not called for written test / documents verification.
3. Mere issuance of Admit Card/ Call Letter to a candidate will not imply that his/ her candidature has been finally cleared by NCL. The candidature shall remain provisional till such time NCL verifies the eligibility conditions with reference to original documents after the candidate qualifies in the written test and confirms appointment.
4. Candidates should ensure that they fulfill the eligibility criteria prescribed for the post for which they have applied. In case it is found at any stage of the selection process or even after the appointment that the candidate has submitted false or incorrect information and suppressed any relevant information/ material facts or does not fulfill the eligibility criteria, his candidature/ service is liable for rejection/ termination without notice.
5. No relaxation in the educational qualification, as prescribed in Table 01, is admissible for any category of candidate.
6. Wherever CGPA/OGPA/DGPA is awarded, equivalent percentage of marks must be indicated in the application form as per the norms adopted by Board.
7. Age and all other eligibility criteria shall be reckoned as on the last date of submission of Online Application as prescribed under Notification.
8. Candidates should carefully fill up their category (General/ SC/ ST/ OBC/ Ex-Servicemen etc.) in the Online Application form. No change of category shall be allowed at the later stage of selection process.
9. Vacancies reserved for OBC category are available to OBC candidates belonging to Non-Creamy Layer (NCL) category only.
10. Candidates applying against vacancies reserved for OBC should note that they are required to submit a valid caste certificate along with the printed Online Application in support of their belonging to OBC community in the central list of OBC issued by Govt. of India, in the prescribed format for this purpose so as to prove that they do not belong in the 'Creamy Layer' of OBC. OBC (NCL) certificate for admission to educational purpose will not be considered.
11. SC/ ST/ OBC(NCL)/ Ex-Servicemen certificates issued by Competent Authority should either be in Hindi or English.
12. Ex-servicemen must be discharged from his services up to the last date prescribed for submission of Online Application.
13. All documents (Caste Certificate, Educational Qualification etc.) as per applicability and as provided by the candidate will be verified from the issuing authority and candidature will be cancelled if the certificates are not found satisfactory/genuine at any subsequent stage of written test.
14. At any stage of recruitment or later, if a candidate is found guilty of any misconduct such as:
 - a. Impersonating or procuring impersonation by person; or
 - b. Resorting to any irregular means in connection to his/ her candidature during selection process; or

- c. Using undue influence for his/ her candidature by any means; or
 - d. Submitting false certificates/ documents or suppressing any information at any stage; or
 - e. Giving wrong information regarding his/her category (SC/ ST/ OBC/ Ex-Serviceman), while appearing in the examination or thereafter; his/ her candidature will be summarily rejected and will be terminated from service, apart from initiating any other action or taking legal recourse as deemed fit.
15. All correspondences with the candidates shall be done through Postal Mode/ Speed Post/ Registered Post and all general information shall be provided through NCL website. **However admit card will be provided only through official website and the candidates will have to download the admit card.** The responsibility of receiving, downloading and printing of application form, Admit Card and other information shall be of candidates. NCL will not be responsible for any loss of document due to invalid/ wrong/ incomplete contact details provided by the candidate or for delay/ non-receipt of information.
 16. Candidates are advised to apply much before the closing date for submission of Online Application mentioned in this advertisement to avoid last minute network congestion and not to wait for submission of the hard copy through post till the last date to avoid the possibility of delay on account of postal delivery, etc.
 17. NCL will not take any responsibility for the candidates not being able to submit their applications (Online/ Printed copy through post) within the prescribed last dates on account of any reasons beyond the control of NCL.
 18. NCL will not bear any liability on account of service bond/ salary/ leave salary/ pension contribution, etc, if any, of previous employment of any candidate already working in Central Govt./ State Govt./ Autonomous Body/ Public Sector Undertaking.
 19. Candidates employed in Govt./ Semi Govt./ Public Sector Undertaking/ Autonomous Bodies are required to produce 'No Objection Certificate' along with the application and produce relieving order from the Organization in the event of selection.
 20. Selected candidates could be posted in any mines of NCL and are liable to be transferred to other subsidiaries of Coal India Limited any time during their service as may be required.
 21. Appointment of selected candidates will be subject to their passing the Company's Medical Examination as per the laid down medical standards of the Company.
 22. Selection of candidate shall be provisional, subject to verification of documents relating to eligibility criteria, character, antecedents and other documents submitted by the candidate and is also subject to his/ her meeting other requirements applicable for appointment under the rules of NCL.
 23. The date of written examination and other details will be subsequently informed. Candidates will have to appear at the Centre/ Venue allotted to them by NCL for the written test. No change in Centre/ Venue is permissible and no application shall be entertained in this regard.
 24. SC/ ST candidates called for written examination will be reimbursed up to 2nd Class Non-AC fare as per rules on production of railway receipt / bus receipt ticket for the shortest route.
 25. No TA/ DA will be paid for appearing in the written test, scrutiny/ verification of certificates and documents or for joining on being selected except otherwise as provided in this advertisement.
 26. NCL management reserves the right to modify/ alter/ restrict/ enlarge/ cancel the recruitment process, and revise the number of vacancies, at its discretion without assigning any reasons whatsoever. The decision of the NCL management will be final and no appeal will be entertained in this regard.
 27. All future communication/ information regarding this recruitment will be made available on NCL website. Candidates are advised to check/ visit NCL website (www.nclcil.in) regularly for further updates.

28. Court of jurisdiction for any dispute will be Jabalpur High Court.

29. In case of any ambiguity/ confusion, English Version of Employment Notification will be considered valid.

(05) How to Apply:

- a) Candidates are advised to login into the official website of NCL by using URL www.nclcil.in.>Career>Recruitment >Online Application.
- b) Advertisement is available in both English and Hindi. Candidates may select either of them at their convenience.
- c) Candidates are advised to go through the provisions of the complete advertisement carefully for assessing his/her eligibility in accordance with the qualifications and other norms of Age and caste etc.
- d) Candidates belonging to SC/ ST/ OBC/ Ex-Servicemen should submit self-attested copies of certificates issued by the Competent Authority to that effect along with the application. OBC candidates are required to produce latest Other Backward Class certificate (Non-Creamy Layer) in the format as applicable for applicant to post under Govt. of India.
- e) Candidates belonging to categories other than SC/ST/Ex Servicemen & Departmental categories are required to pay a non-refundable application fee of Rs 500/- (Five Hundred Rupees only) only through the online facility of 'SB Collect'.
- f) If a candidate has gone through the advertisement properly then they have to utilize the links as given below for making their application to the posts as per their qualification.

Step1: Registration

Step2: Fee payment

Step3: Apply

Step4: Submission

Step 5: Generation of Hard copy for sending it to the office of General Manager
(Recruitment/Manpower) NCL

Step 1: Registration:

- a. Please enter an email id & Mobile number for registration. Email id and password as provided during registration will be your login id and password.
- b. The name, email id & mobile number provided during registration cannot be changed/ corrected later and will appear on the application form. Please ensure to fill in the correct name as per your matriculation (10th) certificate.
- c. Password Policy: Password should have minimum six characters with at least one alphabet, one numeric character and one of the following characters! @ # \$ % ^ * _ : } { ; = () + | ?
- d. Before proceeding for Registration, please read the Terms and Conditions and accept the same.

Step 2: Fee Payment

- a. Please ensure that pop-ups are not blocked in browser settings; if it is blocked please ensure to allow pop up for this site.
- b. SC/ST/ Ex Servicemen/ Departmental candidates may directly proceed to fill the Application form since they are exempted from payment of Application Fee.

- c. Candidates are required to click on the link **Fee Payment** which will directly open SB Collect window (Please follow step by step process as appears on the screen of SB Collect).
- d. Candidates are requested to read the instruction and to accept the terms and conditions for making payment through SB Collect.
- e. Each candidate is required to make entries like Name, Fathers' name, Caste Category, Post name etc. before making payment.
- f. Candidates have to follow the instructions on the SB Collect and after completing the process of fee payment, a Payment acknowledgement Receipt of Application Fee 'or' Challan bearing the "SB Collect Reference Number" starting with DU will be generated, which will be required while filling the application form in *Step:3*

Step 3: Apply:

After completing the first two steps of Registration and Fee payment, candidates have to click on **Apply** which will open a blank application form, candidates have to make all relevant entries in complete as required. Before filling the online application form, please ensure the following documents are ready.

(i) Payment Receipt of Application Fee or Challan bearing the "SB Collect Reference Number" starting with DU.

(ii) Scanned recent color passport size self-attested photograph.

(iii) All educational & professional marks sheet and percentages of marks

(iv) Please click on the relevant option for which you are going to apply.

Start filling the application with Name (as per Matriculation Certificate), Father's Name, Mother's Name, Address (present & permanent), date of birth, gender, etc., select the minimum required educational & professional qualifications, and 'Yes' or 'No' for compliance as and when required. Complete the form in all respect by filling relevant fields and do follow the instructions.

(v) After completing the step 3 an 'Application reference number' will be generated, for future references.

Step 4: Final Step:

a. Print the application form, and sign at the required place. Please attach all relevant documents from the following list as applicable:-

1. Print out of application as generated by system.
2. Self attested copies of Matriculation/SSC/ High School or equivalent.
3. Self attested copies of Valid, Overman's certificate of competency / Mining Sirdar certificate of competency / Valid Gas Testing Certificate & Valid First Aid Certificate/ Surveyors' Certificate of Competency (SCC) granted under CMR'57/ Diploma in Mining/Mine Surveying (As applicable with respect to the applied post).

4. Four (4) Passport size recent photographs (other than the one pasted in Application form) with name of the candidate on the back side.
5. Receipt of acknowledgement of Application fees (if applicable).
6. Self attested valid Caste Certificate issued by Competent Authority (if applicable).
7. Self Attested copies of Ex-Servicemen certificate (if applicable).
8. Self attested copies of valid Domicile certificate for candidates of state of J&K.

Incomplete on-line applications or applications received after the due date or without signature /

Relevant documents will be rejected.

Step 5: Submission Of Application: Candidates should send the **Print-out of the application form submitted Online along with all the relevant documents in a sealed envelope** to “The General Manager (Personnel-Recruitment) NCL, Recruitment Department, with a caption on the envelope ‘Application For The Post ofin NCL & Application reference number.....’ by Registered/ Speed post only. Applications submitted by hand or sent through any other mode will stand rejected. Applications should reach the office latest by 24/10/2018. Each applicant is advised to complete the registration/Fee payment/form filling in well advance to the last date and to send the hard copies as desired to the office of General Manager (Recruitment / Manpower) before the declared last date. Candidates applying for more than one post please note that they have to send applications for different posts separately on the mailing address given under following all formalities.

Mailing Address for Submission of Application:

The office of General Manager (P/MP & Rectt.),
 Manpower Department, Panjreh Bhawan,
 Northern Coalfields Limited Head Quarters,
 Thana: Morwa, P.O. Singrauli, District: Singrauli,
 Madhya Pradesh - 486889

Please note that submission of online application is not sufficient enough to call for written test. It is mandatory to send the physical copy of online application along with the desired self attested copies of relevant documents contained in an envelope super scribed as mentioned above through Registered/speed post to the address mentioned above within the date specified under. Admit cards will not be enabled in respect of those candidates whose hard copies of applications along with all relevant certificates are not received within the due date mentioned above.

(06) Important Dates:

Starting Date of online application & Payment Gateway	03/09/2018
Closing Date of Online application & Payment Gateway	24/09/2018
Last Date of Submission of Application online	24/09/2018
Last date of receipt of Hard copy of application with relevant documents	24/10/2018
Tentative date of downloading the admit card for eligible candidates	Will be notified on website
Tentative Date of Written Test	Will be notified on website
Tentative date of declaration of results	Will be notified on website

Contact for any clarification: Office Hours- 09:00 AM to 5:00 PM (Monday to Friday)
 09:00 AM to 01:00 PM (Saturday)
 Office shall remain close on Sunday

Landline Phone numbers: 07805-256573 / you may also write to us on rectt.ncl@gmail.com