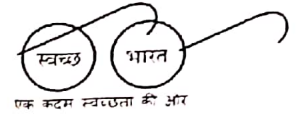




सेंट्रल कोलफील्ड्स लिमिटेड
CENTRAL COALFIELDS LIMITED
(A subsidiary of Coal India Limited)



No. NEE/SE-A/cs/RNC/Jr.DEO /Selection /19-20/ 3355

Date : 10-12-2019

CIRCULAR

Applications are invited in the enclosed prescribed format, from the permanent departmental employees working as minimum three years' services in the company, and who are interested to work in Centralized EDP Cadre as Jr. DEO (T) T&S Grd-E, in the NCWA-X pay scale, as per the vacancy / requirement of post in M.P.Budget 2019-20.

- 1..Minimum Qualification : Matriculation or equivalent examination from any recognized board of Examination.
2. Minimum Experience : Any permanent employee having matriculate or equivalent certificate with 3 year service in the company.
- 3.Mode of Selection : Aptitude test for computer application and having typing speed of 30 words per minute .

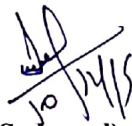
All CGMs/GMs/HODs of CCL HQ/ Area / CMO/CMS, GNH/ CH Ramgarh/ MRS Ramgarh/ HOD, CCL, Kolkata & IICM, Ranchi are requested to forward the applications of the eligible departmental candidates having minimum three years experience in services of the company and having minimum matriculation certificate in the enclosed format duly verified from service record & recommended by S.O.(P) of the concerned area, so as to reach the undersigned **on or before 28-12-2019.**

The selected candidates can be posted any where as per requirement of the Company.

The incomplete applications or application not received in the enclosed prescribed format will be rejected. **The applications received at Hq. Ranchi after 28-12-2019 will not be entertained.**

This issue with the approval of the competent authority.

Encl: Format overleaf.


(S. Jamal)

Sr. Manager (P-NEE)
Sr. Manager (P-NEE)
वरिय प्रबन्धक (का० एन० ई० ई०)
CCL, Darbhanga House, Ranchi
सी०सी०एल०, दरभंगा हाउस, राँची

FORMAT

APPLICATION FOR THE POST OF Jr. DEO (T) T&S Grd - E

- 1) NAME (IN BLOCK LETTER) :-
- 2) DESIGNATION (With date) :-
- 3) PIS NO. :-
- 4) DATE OF BIRTH :-
- 5) ACADEMIC QUALIFICATION :-
(Photocopy of matriculate and above qualification certificates duly self attested or by personnel executive must be enclosed)
- 6) EXPERIENCE IN COMPUTER SKILL :-
- 7) WHETHER SC-ST CANDIDATES :-
(Photocopy of certificate duly self attested or by personnel executive must be enclosed)
- 8) DATE OF INITIAL APPOINTMENT :-
(Photocopy of appointment letter duly self attested or by personnel executive must be enclosed)
- 9) DATE OF JOINING:-
- 10) PRESENT BASIC :-
- 11) PRESENT PLACE OF POSTING :-
- 12) WORKING EXPERIENCE :-
- 13) NAME OF THE DEPARTMENT/PROJECT/AREA :-

SIGNATURE
(In full of Candidate.)

Signature of HOD's in HQ / Personnel Executive of Unit / Area
(Along with Stamp)

*****Details to be filled in case of employees posted in Areas*****

Name, Designation and PIS No.	Date of Initial Apptt.	Date of Joining	Qualification as per service record	Caste as per Service record	Place of Posting (Deptt/ Unit/ Area)	Probation period closed (YES/NO) in case of Cat-I employees

Personnel Executive of Unit / Area
(Along with Stamp)

Signature of S. O. (P&A) of the Area
(Along with Stamp)