

CENTRAL COALFIELDS LIMITED
DARBHANGA HOUSE, RANCHI

No. HOD (P-EE)/CCL/PESB/2023/ 4509-85

Date: 15/03/2023

CIRCULAR

In pursuance of HOD(P-EE), CIL, Kolkata Notice ref. no. CIL/C-5A(v)/PESB/D(P)-SECL/B-208 dated 14.03.2023, applications (in triplicate) from the eligible willing officers who are having qualification and experience as per PESB notification No.7/3/2023-PESB dated 14.03.2023, may be forwarded to this office positively on or before **27/04/2023** for selection for the post of **Director (Personnel), South Eastern Coalfields Limited (SECL)** in Schedule 'B' of CPSE for needful at this end. In this connection, it may kindly be noted that no Bio-Data/Applications will be entertained after the stipulated date i.e. **27/04/2023**.

Date of Vacancy: 01.02.2024

Scale of the post: Rs. 160000-290000/- (IDA)

Eligibility:

1. **AGE:** On the date of occurrence of vacancy (DOV)
 - (I) Minimum: 40 years.
 - (II) Maximum: 2 years of residual service as on the date of vacancy w.r.t. the date of superannuation.

The age of superannuation is 60 years.

1. QUALIFICATION:

The applicant should be a Graduate with good academic record from a recognized University/Institute. Applicants with Post Graduate Diploma or Degree in Personnel Management/Human Resources Management or Masters in Business Administration (MBA)/ Post Graduate Diploma/ Programme in Management (PGDM/PGPM) from a recognized University/Institution is desirable.

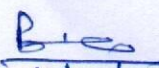
2. EXPERIENCE:

The applicant should have at least five years of cumulative experience/exposure during the last ten years in various aspects of HR/Personnel Management/ Industrial Relations in an organization/establishment.

2. Duration of Appointment:

The appointment shall be for a period of five years from the date of joining or upto the date of superannuation or until further orders, whichever is earlier. The minimum length of service required in the eligible scale will be one year for internal candidates, as on the date of vacancy.

All eligible executives are advised to apply for the above mentioned post by filling up the **Online Application Form through PESB's e-Application system** against the job description on the website of PESB – <https://pesb.gov.in/Home/Vacancies> and take printout in triplicate and submit it offline through proper channel only. The same should be submitted along with self-certified Declaration (A) & (B) available in page 03 of OM No.CIL/GM(P)/OM/PESB/B-954 dated 28th Sept. 2016 available in CIL website.


15/03/23
(P.K. Sinha)
HOD (Pers.-EE)

Copy to:

1. TS to CMD, CCL.
2. TS to D(T/O)/ D(F)/ D(P)/ D(T/P&P), CCL, Ranchi.
3. GM, NK/ Piparwar/ Rajhara/ Magadh-Sanghmitra/Amrapali-Chandragupta/ Kuju/ Argada/ Rajrappa/ Hazaribagh/ Barka-Sayal/ B&K/ MRS/ CWS/CS Barkakana/ Dhori/ Kathara Area - with a request to kindly circulate amongst the eligible executives under your control and forward the application to this office within stipulated date for onward transmission to CIL, Kolkata.
4. All GMs/HODs, CCL, Ranchi.
5. GM (System), CCL, Ranchi: **with a request to kindly direct the concern official to upload this circular in the official website of CCL.**



COAL INDIA LIMITED

(A MAHARATNA COMPANY)
PERSONNEL DEPARTMENT
EXECUTIVE ESTABLISHMENT / PESB CELL

Reg. Add:
Coal Bhavan, Premises No 04 MAR,
Plot AF-III, Action Area - I,
New Town, Rajarhat,
Kolkata - 700 156, WB
CIN : L23109WB1973GOI028844
Web Address : www.coalindia.in

(An ISO 9001:2015, ISO 14001:2015 & ISO 50001:2011 Certified Company)

Ref. No. CIL/C5A(v)/PESB/D (P)-SECL/B- 208

Dated:14.03.2023

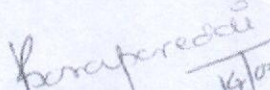
NOTICE

PESB has notified the post of **Director (Personnel), South Eastern Coalfields Limited**, a schedule 'B' CPSE vide Notification No. **7/3/2023-PESB dated 14.03.2023**.

The notice can be downloaded from the PESB website: <http://pesb.gov.in/Home/Vacancies>.

Eligible executives, as per PESB notification, may apply for the above mentioned post by **filling up the ONLINE APPLICATION FORM** through PESB's e-Application system for board level posts in CPSE(s), <https://pesb.gov.in>, take a printout and submit it through proper channel. **The same should be submitted along with self-certified declaration (A) & (B)** available in page 03 of OM No. CIL/GM (P)/OM/PESB/B-954 dated. 28th September 2016 available in CIL website.

It may also be brought to the notice of all concerned that the complete applications for the post of **Director (Personnel), SECL** duly verified and certified by Competent Authority along with the up to date Vigilance/Departmental/Safety Clearances, as applicable, should be submitted to CIL sufficiently in advance i.e. **on or before 8th May'2023** so that the duly verified applications are submitted to PESB within the stipulated time & date.


(Surapureddi V Ravindranath)
Ch. Manager (Pers.) / HOD (EE)

Copy to :

1. CMD - ECL/BCCL/CCL/WCL/SECL/NCL/MCL/CMPDI
2. D(P) - ECL/BCCL/CCL/WCL/SECL/NCL/MCL
3. DIR (T/ES), CMPDIL
4. ED (Coordination)/TS to Chairman, CIL
5. TS to D(T)/ TS to D(P&IR)/ TS to D (F)/ TS to D (M)/TS to D(BD),CIL
6. GM, NEC
7. GM, CIL New Delhi
8. GM(System), CIL - with a request to kindly upload the Notice in the CIL Website under INFO BANK > PESB
9. Ch. Manager (P/EE), C5A(iv), CIL

विज्ञापनसंख्या. 11/2023

भारत सरकार
लोक उद्यम चयन बोर्ड

साउथ ईस्टर्न कोलफील्ड्स लिमिटेड
में
निदेशक (कार्मिक)

पद के लिए आवेदन आमंत्रित करता है।
लोक उद्यम चयन बोर्ड में आवेदन प्राप्त करने की
अंतिम तिथि
23 मई, 2023 (15.00 बजे तक) है।

जानकारी के लिए वेबसाइट
<http://www.pesb.gov.in>
में लॉग इन करें।

Advertisement No. 11/2023

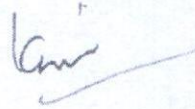
Government of India
Public Enterprises Selection Board
invites applications for the post of
Director (Personnel)

In

South Eastern Coalfields Limited

Last date of receipt of applications in PESB is
by 15.00 hours on
23rd May, 2023.

For details login to website
<http://www.pesb.gov.in>



No. : 7/3/2023-PESB

भारत सरकार
Government of India
कार्मिक एवं प्रशिक्षण विभाग
Department of Personnel & Training
(लोक उद्यम चयन बोर्ड)
(Public Enterprises Selection Board)

ब्लॉक संख्या 14, सी.जी.ओ. कॉम्प्लेक्स, लोदी रोड
 Block No.14, C.G.O. Complex, Lodhi Road
 नई दिल्ली / New Delhi- 110003

Dated : 14-03-2023

सी. पी. एस. ई. का नाम NAME OF THE CPSE	South Eastern Coalfields Ltd.
पद का नाम NAME OF THE POST	Director(Personnel)
रिक्ति की तारीख DATE OF VACANCY	01-02-2024
सी. पी. एस. ई. की अनुसूची SCHEDULE OF THE CPSE	Schedule B
पद का वेतनमान SCALE OF THE POST	Rs. 160000-290000 (IDA)

I. COMPANY PROFILE

The coal reserves of SECL are spread over two states, viz., Chhatisgarh (CG) and Madhya Pradesh (MP) and the company is currently operating 65 mines with 39 mines situated in the state of Chhatisgarh and 26 mines situated in Madhya Pradesh. These 65 mines comprise of 46 Underground mines and 19 Opencast mines including one Custodian mine. The company also operates a Coal Carbonization Plant, namely, Dankuni Coal Complex (DCC) at Dankuni, Hooghly District in the State of West Bengal on lease basis from Coal India Limited. For effective administrative control & operations, the mines have been grouped into three coalfields, namely, 'Central India Coalfields' (CIC), 'Korba Coalfields' and 'Mand-Raigarh Coalfields' administratively divided into 13 Operating Areas. SECL has achieved Coal Production of 142.52 Million Tonnes (MT), coal dispatch of 155.77 Million Tonnes (MT) and 196.88 Million Cu. Mtrs. (M Cum) OB Removal for the FY 2021-22.

Its Registered and Corporate offices are at Bilaspur, Chhattisgarh.

The authorized and paid up share capital of the Company was Rs. 1300 crore and Rs.668.06 crore respectively as on 31.03.2022.

SECL is a wholly owned subsidiary of Coal India Limited.

The company employed 43458 regular employees [Executives 2693, Non-executives 40765] as on 01.07.2022.

II. JOB DESCRIPTION AND RESPONSIBILITIES

Director (Personnel) is a member of the Board of Directors of SECL and reports to Chairman and Managing Director of SECL. He is overall incharge of coordinating and implementing personnel and industrial relations policies, management functions, administrative control etc. in the organisation.

III. ELIGIBILITY

1. **AGE** : On the date of occurrence of vacancy (DOV)

Age of superannuation 60 years			
Internal		Others	
Minimum	Maximum	Minimum	Maximum
40	2 years residual service as on the date of vacancy w.r.t. the date of superannuation.	40	3 years residual service as on the date of vacancy w.r.t. the date of superannuation.

2. EMPLOYMENT STATUS:

The applicant must, on the date of application, as well as on the date of interview, be employed in a regular capacity – and **not** in a contractual/ad-hoc capacity – in one of the followings:-

(a) Central Public Sector Enterprise (CPSE) (including a full-time functional Director in the Board of a CPSE);

(b) Central Government including the Armed Forces of the Union and All India Services;

(c) State Public Sector Enterprise (SPSE) where the annual turnover is ***Rs 1000 crore or more**;

(d) Private Sector in company where the annual turnover is ***Rs 1000 crore or more**.

Preference would be given to candidates from listed Companies.

(* The average audited annual turnover of three financial years preceding the calendar year in which the post is advertised shall be considered for applying the approved limits)

3. QUALIFICATION:

The applicant should be a Graduate with good academic record from a recognized University/Institute.

Applicants with Post Graduate Diploma or Degree in Personnel Management/ Human Resources Management or Masters in Business Administration (MBA)/ Post Graduate Diploma/ Programme in Management (PGDM/PGPM) from a recognized University/Institution is desirable.

4. EXPERIENCE:

The applicant should have at least five years of cumulative experience/exposure during the last ten years in various aspects of HR/ Personnel Management/ Industrial Relations in an organization/establishment.

5. PAY SCALE:

(a)Central Public Sector Enterprises-

Eligible Scale of Pay

- (i) Rs. 6250-7475 (IDA) Pre 01/01/1992
- (ii) Rs. 8520-10050 (IDA) Post 01/01/1992
- (iii) Rs. 18500-23900 (IDA) Post 01/01/1997
- (iv) Rs. 43200-66000 (IDA) Post 01/01/2007
- (v) Rs. 100000-260000 (IDA) Post 01.01.2017
- (vi) Rs. 14300-18300 (CDA) Pre-revised
- (vii) Rs. 37400-67000 + GP 8700 (CDA)
- (viii) Rs. 123100-215900 (Level 13) CDA

The minimum length of service required in the eligible scale will be one year for internal candidates, and two years for others as on the date of vacancy.

(b)

(i) Applicants from Central Government / All India Services should be holding a post of the level of Director in Government of India or carrying equivalent scale of pay on the date of application.

(ii) Applicants from the Armed forces of the Union should be holding a post of the level of Brigadier in the Army or equivalent rank in Navy/Air Force on the date of application.

(c)

Applicants from State Public Sector Enterprises/ Private Sector should be working at Board level position or at least a post of the level immediately below the Board level on the date of application.

6. CONDITION OF IMMEDIATE ABSORPTION FOR CENTRAL GOVERNMENT OFFICERS

Central Government Officers, including those of the Armed Forces of the Union and the All India Services, will be eligible for consideration only on immediate absorption basis.

IV. DURATION OF APPOINTMENT

The appointment shall be for a period of five years from the date of joining or upto the date of superannuation or until further orders, whichever is earlier.

V. SUBMISSION OF APPLICATIONS

Applicants should submit their applications on-line only as per the format.

1. The applicants should submit their applications through proper channel as follows:

- (a) Government Officers, including those of the Armed Forces of the Union and All India Services: through Cadre Controlling authority;
- (b) CMDs/MDs/Functional Directors in CPSE: through the concerned Administrative Ministry;
- (c) Below Board level in CPSE: through the concerned CPSE;
- (d) CMDs/MDs/Functional Directors in State PSE: through the concerned Administrative Secretary and Cadre Controlling Authority, if any, of the State Government;
- (e) Below Board level in SPSE: through the concerned SPSE
- (f) Private Sector: directly to the PESB.

2. Applicants from Private Sector must submit the following documents along with the application

form:

- (a) Annual Reports of the Company in which currently working for the 3 financial years preceding the calendar year in which the post is advertised (**please provide URL or attach/enclose copies**);
- (b) Whether the company is listed or not; if yes, the documentary proof (**please provide URL or attach/enclose copies**);
- (c) Evidence of working at Board level or at least a post of the level immediately below the Board level;
- (d) Self-attested copies of documents in support of age and qualifications;
- (e) Relevant Jobs handled in the past with details.

VI. UNDERTAKING BY THE APPLICANT

An applicant has to give an undertaking as a part of the application that he/she will join the post, if selected. If an applicant does not give such undertaking, the application would be rejected.

1. For candidates from Central Government/Armed Forces of the Union/ All India Services

- (a) The appointment is on immediate absorption basis.
- (b) If a candidate conveys his/her unwillingness to join after the interview is held, he/she would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE.
- (c) Further, if a candidate conveys his/her unwillingness to join after the issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE.

2. For candidates from CPSE

- a. If a candidate conveys his/her unwillingness to join after the interview is held, he/she would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE other than the one to which the candidate belongs.
- b. Further, if a candidate conveys his/her unwillingness to join after the issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE other than the one to which the candidate belongs.

3. For candidates from SPSE/ Private Sector

- a. If a candidate conveys his/her unwillingness to join after the interview is held, he/she would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE.
- b. Further, if a candidate conveys his/her unwillingness to join after the issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE.

4. In the above cases, no request for relaxation or otherwise would be entertained.

VII. THE APPLICANTS CAN EITHER

(a) fill up the **Application Form online only** against this Job Description on the website of PESB - <http://pesb.gov.in/> and thereafter **forward it online**, as specified in para V(1);

Or

(b) fill up the **Application Form online only** against this Job Description on the website of PESB -

<http://pesb.gov.in/>, take a printout and send it offline, as specified in para V(1).

Last time/date of receipt of complete application duly forwarded to PESB is by 15.00 hours on 23-05-2023. No application shall be entertained under any circumstances after the stipulated time/date. Incomplete applications and applications received after the stipulated time/date shall be REJECTED. Board reserves the right to shortlist applicants for interview.

Applications are to be addressed to

Smt Kimbuong Kipgen

Secretary,

Public Enterprises Selection Board, Public Enterprises Bhawan,

BlockNo. 14, CGO Complex, Lodhi Road, New Delhi-110003.

ALL CORRESPONDENCE WITH THE PUBLIC ENTERPRISES SELECTION BOARD SHOULD BE ADDRESSED TO SECRETARY, PUBLIC ENTERPRISES SELECTION BOARD ONLY.