

(कोल इण्डिया की एक सहायक कंपनी)

कार्मिक/ कर्मचारी स्थापना विभाग

दरभंगा हाउस, रांची-834029

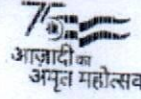
दूरभाष संख्या-0651-2360049/Extn-5341

ई-मेल- gmnee.ccl@coalindia.in

वेब साइट: <http://centralcoalfields.in>



एक मिनिरतना कंपनी
A Miniratna Company



Central Coalfields Limited(A

Subsidiary of Coal India Limited)

Personnel/NEE Department

Darbhanga House, Ranchi-834029

Phone No. 0651-2360049/Extn-5341

CIN: U10200JH1956GOI000581

E-mail Id: gmnee.ccl@coalindia.in

Website: <http://centralcoalfields.in>

Ref No-CCL/Departmental Selection/Legal Insp./2022/892- Date- 22/2/2022

INTERNAL NOTIFICATION

Applications are invited from the departmental candidates, possessing Minimum eligible qualification/Experience, required for selection to the under mentioned post, to fulfill the vacancies as per Manpower Budget 2021-22.

Post/Minimum Qualification/Service period:

Sl. No.	Post & Grade	Minimum Qualification/ Service period	Total Vacancy	UR	SC	ST
1.	Legal Inspector T&S Gr 'C'	a) L.L.B (3 or 5 yrs. Integrated course) b) 3 yrs service in the company	13	11	01	01

Terms and Conditions:

- The admissibility of application of a candidate shall be subject to the following conditions:
 - Only permanent employees who have fulfilled the minimum prescribed qualification/service period as mentioned against the post, as on 01.02.2022 may apply.
 - Trainees are not eligible to apply.
 - If a candidate in a higher post/grade applies for a notified post he has to submit an undertaking that if selected, he is ready to accept lower post/grade and will not raise any dispute on this issue. However his basic pay will be protected on selection.
 - Candidate must have minimum "GOOD" CR rating for the immediate preceding 03 years.
 - Vigilance/Departmental Clearance of the candidate shall be "Clear".
- The selection of candidate shall be subject to vacancy as per the Approved Manpower Budget of CCL for the year 2021-22.

3. The selection of a candidate shall be based on the relative performance of the candidate in the selection test to be conducted for assessment of suitability of candidates. The Examination shall be held in two sessions. In the First session, written test shall be conducted. The question paper shall comprise of 100 multiple choice questions of 01 mark each (Total 100 marks). The written examination shall be of 120 minutes duration and in two parts. Part-I shall be for General Knowledge and General Awareness for 40 marks and Part-II shall be for Professional Aptitude Test for 60 marks. For General candidates the pass marks will be 40 out of 100 marks and for SC/ST candidates pass marks will be 35 out of 100 marks. There will be no negative marking for wrong answers.
4. In the Second session, Computer Proficiency Test will be conducted for 20 marks. The CPT shall be of 30 minutes duration. For General candidates Pass marks will be 08 out of 20 marks and for the SC/ST candidates Pass marks will be 07 out of 20 marks.
5. The candidates must pass in both the written test as well as the Computer Proficiency Test. Failing in either of the tests will disqualify them.
6. If the Question or the Answer choice given in the written examination (for 100 marks) is found wrong, marks for that particular question will be awarded to all the appearing candidates.
7. On the basis of marks obtained in both the written test and CPT a panel will be prepared:
- a) In case two or more candidates secure equal marks in written test, the candidate who secures more marks in professional aptitude test will be kept above in the panel.
 - b) Even then if the tie persists, the date of appointment will be taken into consideration for determining the seniority of the candidate.
 - c) Even after considering the date of appointment the tie persists, the DOB of the candidate shall be taken into consideration for determining the final seniority and the candidate senior in age will be kept above in the panel.
8. Final Merit list will be drawn from the panel as per vacancy position, norms, Cadre Scheme, Vigilance clearance etc. and the name of eligible candidates will be recommended as per the merit list.
9. Professional certificates of the candidates will be sent to the concerned authorities for verification.
10. Reservation quota for SC&ST candidates shall be considered as per govt. norms.

11. The language of the written test shall be bilingual.
12. Candidate shall note that at any stage of selection or later, if he/she is found indulging in any misconduct, the candidature will be summarily rejected and disciplinary action will be initiated as per the Certified Standing Orders.
13. Director (Personnel), CCL reserves the right to modify/ alter/ restrict/ cancel the selection process, at his discretion without assigning any reasons whatsoever. The decision of Director (Personnel), CCL shall be final.
14. Selected candidates could be posted in any Area/Unit/HQ Establishment of CCL.
15. Candidates are required to bring the Identity card bearing the photograph of the candidate, issued by the company for appearing in the written test.
16. Candidates who reach at the examination centre more than 30 minutes after the start time, will not be allowed to appear for the examination.
17. Any amendment/modification relating to this internal notification will be notified on CCL website only. Candidates are advised to check the CCL website regularly.
18. The list of eligible and Not Eligible candidates will be notified on CCL website.
19. In case of any doubt, English Version of Internal Notification will be treated as final and valid.

How to Apply:

1. Eligible candidates are advised to apply in the prescribed application for selection to the post. The application format may be downloaded from CCL website i.e. www.centralcoalfields.in under the tabs "What's New" and "Careers".
2. Candidates are advised to go through the terms and conditions of the notification carefully, assessing his/her eligibility in accordance with the qualification, caste, other norms etc.
3. Please attach self-attested copies of all relevant documents from the following list :
 - a) Professional qualification certificate as required for the post.
 - b) Valid Caste Certificate issued by the competent authority (if applicable).

4. Incomplete applications or applications received after the due date or without signature of the candidate/without relevant documents/ not through proper channel will be rejected.

Important Dates

Start Date of Submission of Applications	23.02.2022
Last Date of Receipt of Applications at Area/HQ unit.	05.03.2022
Last Date of Receipt of Applications with all relevant documents at NEE Dept, CCL, HQ	07.03.2022
Tentative Date of Written Examination and CPT.	22.03.2022

Encl: Application Proforma

18/22/2022
GM (P/NEE)

Copy to (through E-mail)

1. All Area GMs, CCL
2. All GMs/HoDs, CCL HQ
3. GM (System)- For uploading the notification on CCL website please under the tabs "What's New" and "Careers".
4. CMS I/c, GNH/CHR
5. All SO(P&A) CCL- For wider circulation. Further the details furnished by the employee in his/her application must be verified from his/her Service Records and certified by the concerned Personnel Executive. Applications along with all the relevant documents duly attested and forwarded by the controlling authority should reach the SO(P&A)/HOD by 05.03.2022 and the SO(P&A)/HOD shall forward the same which should reach the office of GM, NEE latest by 07.03.2022 upto 5 PM. The SO(P&A) shall send a confirmation on the next day, of the last date of receipt of applications at area, furnishing the name wise details of all the applicants and certifying that list of all the applications received are furnished and none is left.
6. SO(P&A)- All Area, CCL
7. Sr. Manager(P)/NEE, CCL, Ranchi.
8. Notice Board- HQ/Concerned File.

-: आवेदन का प्रारूप :-

आवेदित पद का नाम:-

नियंत्रण पदाधिकारी
द्वारा सत्यापित
नवीनतम पासपोर्ट
साइज फोटोग्राफ
चिपकारें

- 1) आवेदक का नाम :
- 2) पदनाम :
- 3) भूमिगत या सतह पर :
- 4) पिता / पति का नाम :
- 5) कर्मी संख्या :
- 6) वर्तमान कैटेगरी / ग्रेड :
- 7) वर्तमान कैटेगरी / ग्रेड में आने की तिथि :
- 8) जन्म तिथि (कंपनी रिकॉर्ड्स के अनुसार) :
(शैक्षणिक योग्यता प्रमाण पत्र या कंपनी
रिकॉर्ड्स जिसमें जन्म तिथि अंकित हो
की स्व - सत्यापित प्रति संलग्न करें)
- 9) नियुक्ति तिथि :
(नियुक्ति पत्र की स्व - सत्यापित प्रति संलग्न करें)
- 10) शैक्षणिक योग्यता :
(शैक्षणिक योग्यता प्रमाण पत्र की स्व - सत्यापित प्रति संलग्न करें)
- 11) तकनीकी योग्यता :
(तकनीकी योग्यता प्रमाण पत्र की स्व - सत्यापित प्रति संलग्न करें)
- 12) क्या अनुसूचित जाति / जनजाति है :
(अनुसूचित जाति / जनजाति की अवस्था में वैध जाति प्रमाण पत्र की स्व - सत्यापित प्रति संलग्न करें)
- 13) वर्तमान पदस्थपना स्थल :
(विभाग / इकाई / क्षेत्र / मुख्यालय दर्शाये)

संलग्न:-

1. शैक्षणिक योग्यता प्रमाण पत्र जिसमें जन्म तिथि अंकित हो की स्व - सत्यापित छायाप्रति ।
2. शैक्षणिक योग्यता एवं तकनीकी योग्यता की स्व - सत्यापित छायाप्रति ।
3. नियुक्ति पत्र की स्व - सत्यापित छायाप्रति ।
4. पहचान पत्र की स्व - सत्यापित छायाप्रति ।
5. पासपोर्ट साइज फोटोग्राफ की नियंत्रण पदाधिकारी द्वारा सत्यापित 02 (दो) प्रति ।
(एक प्रति आवेदन फॉर्म में चिपकाना है)
6. अनुसूचित जाति / जनजाति की अवस्था में वैध जाति प्रमाण पत्र की स्व - सत्यापित छायाप्रति ।

घोषणा

मैं यह घोषित करता / करती हूँ कि मेरे द्वारा दी गयी सारी जानकारी सत्य और सही है। यदि यह गलत पाया जाता है तो मेरे ऊपर कंपनी द्वारा नियमानुसार अनुशासनात्मक कार्यवाही की जा सकती है एवं मेरे उम्मेदवारी को रद्द किया जा सकता है। ऊपर दी गयी जानकारी से संबंधित स्व सत्यापित कागजातों को संलग्न कर दिया गया है।

आवेदक का हस्ताक्षर:

दिनांक:

For Official use only

आवेदक द्वारा उपरोक्त में दिया गया विवरण को कंपनी रिकॉर्ड से चेक किया गया है, जो सही पाया गया है।

संबन्धित कार्मिक अधिकारी

नियंत्रण पदाधिकारी का हस्ताक्षर :
नाम :
पदनाम :
कोनिचरी / क्षेत्र / मुख्यालय :
दिनांक :

UNDERTAKING

Sub: Acceptance of lower post / grade on Departmental Selection
Ref: Notification dt.

I, _____ (name), _____ (PIS No.),
_____ designation / grade / category, posted at
_____ (Place of Posting) have applied for the post of
_____ (designation / grade). If I am selected
to the said lower post / grade, I will accept it and will not raise any dispute on this
issue in any form.

(Signature)

Date-