



# 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/C-5A (III)/PESB/D(F)-WCL/8-461

Dated: 01.06.2023

## NOTICE

Ministry of Coal (MOC) has issued the advertisement for the appointment of Director (Finance), Western Coalfields Limited, a schedule 'B' CPSE vide letter No. 21/10/2021-ESTABLISHMENT dated 01.06.2023

The notice can also be downloaded from the MOC website: <http://www.coal.nic.in>

Executives, as per advertisement issued by MOC, may apply for the above mentioned post by submitting their applications, through proper channel in the attached format. The application 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.

The complete application (in duplicate) duly verified and certified by Competent Authority along with the up to date Vigilance / Departmental Clearances, should be sent to CIL on or before 15<sup>th</sup> June, 2023 for timely submission to MOC and avoiding rejection due to late receipt.

*Surapureddi V Ravindranath*  
01/06/23  
(Surapureddi V Ravindranath)  
Chief Manager/HOD(P-EE)  
*BSH*

### Distribution:

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

Ministry Of Coal  
Government of India

Appointment of Director (Finance), Western Coalfields  
Limited

<p>Applications are invited for the post of Director (Finance), Western Coalfields Limited as per the details mentioned below:</p> <p><b>1) Pay Scale of the Post</b> Rs. 1,60,000-2,90,000 p.m. + PRP + other benefits as admissible.</p> <p><b>2) Eligibility and Qualifications/Experience</b></p> <p>i. Age Minimum 45 years as on the date of advertisement</p> <p>ii. <b>Employment Status:</b> 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 including tenure/ad-hoc capacity – in one of the following:-</p> <p>(a) Central Public Sector Enterprise (CPSE) (including a full-time functional Director in the Board of a CPSE);</p> <p>(b) Central Government including the Armed Forces of the Union and All India Services;</p> <p>(c) State Public Sector Enterprise (SPSE) where the annual turnover is *Rs 10,000 crore or more;</p> <p>(d) Private Sector company where the annual turnover is *Rs 1,000 crore or more.</p> <p>(* 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)</p> <p>iii. <b>Qualification and Experience:</b></p> <p><b>Qualification:</b> The applicant should be a Chartered Accountant or Cost Accountant or a full time MBA/PGDM course having specialization in Finance with good academic record from a recognized University/Institution. Preference would be given to Chartered Accountant.</p> <p><b>Experience:</b> The applicant should have at least five years of cumulative experience at a senior level during the last ten years in the area of Corporate Financial Management / Corporate Accounts in an organization of repute. Preference would be given to candidates from Maharatna/ Navaratna/ listed Companies. Experience in Coal/ Steel/ Mining/ Energy sector will be an added advantage.</p>	<p>c) For State Public Sector Enterprises/ Private Sector</p> <p>He/She 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.</p> <p><b>3) Duration of Appointment</b> The appointment shall be for a period of five years from the date of joining or upto the date of superannuation i.e 60 years whichever is earlier.</p> <p><b>4) Submission of Applications</b> Applications in the proforma available at Ministry's website must be accompanied with a CV of the applicant, along with a brief note, not exceeding 2 pages of A4 size, on any outstanding achievements made in the career.</p> <p>Prospective candidates from the Central Public Sector and Government Officers shall submit their applications, through proper channel in the format at Annexure. The Annexure may be downloaded from the website of the Ministry of Coal (<a href="http://www.coal.nic.in">http://www.coal.nic.in</a>).</p> <p>5) Last time/date of receipt of complete applications duly forwarded to the undersigned shall be 3.00 PM of 21<sup>st</sup> day from the date of publication in the Employment news.</p> <p>6) The Search-cum-Selection Committee may recommend relaxation in the eligibility and qualifications/experience criteria enumerated in point (2) above in respect of Outstanding Candidates.</p> <p>7) For detailed advertisement and terms &amp; condition, please visit :- <a href="http://www.coal.nic.in">http://www.coal.nic.in</a></p> <p>8) All application should be addressed to:</p> <p>Under Secretary (Estt) Ministry of Coal Government of India Room No. 113-F, Shastri Bhawan, Dr. Rajender Prasad Road, New Delhi-110001 <a href="http://www.coal.nic.in">http://www.coal.nic.in</a></p>
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**iv. Pay Scale**

**a) For Officers of CPSEs**

Candidates should, on the date of advertisement, be working in the Eligible scale of pay as per job description.

**b) For Officers of Central Govt./Armed Forces of the Union/All India Services**

Candidates should, on the date of advertisement, be in the following:

- Officers of Central Govt./All India Services holding a post of the level of Director in Government of India or carrying equivalent scale of pay on the date of application.
- Officers of Armed Forces holding a post of the level of Brigadier in the Army or equivalent rank in Navy/Air Force on the date of application

Note: 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.

Government of India  
Ministry of Coal

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NAME OF CPSE	WESTERN COALFIELDS LIMITED (WCL)
NAME OF THE POST	DIRECTOR (FINANCE)
DATE OF VACANCY	01/01/2022
SCHEDULE OF THE CPSE	B
SCALE OF THE POST	Rs. 1,60,000-2,90,000/- (IDA)

### I. COMPANY PROFILE

Western Coalfields Limited (WCL) was incorporated under the Indian Companies Act, 1956 with the objective to reorganise the nationalised Coal Industry and to produce coal efficiently and economically with due regard to safety, conservation and quality. WCL is a subsidiary of Coal India Limited. It is a schedule-'B' Mini ratna CPSE with the administrative jurisdiction of Ministry of Coal.

The company employed 34390 regular employees (Executives- 2148 & Non-executives-32242) as on 31.03.2023.

Its Registered and Corporate Offices are at Nagpur, Maharashtra.

The authorized and paid up share capital of the Company was Rs. 800 crore and Rs. 297.10 crore respectively as on 31.03.2023.

WCL is a wholly owned subsidiary of Coal India Limited.

### II. JOB DESCRIPTION AND RESPONSIBILITIES

The Director (Finance) is a member of Board of Directors and reports to Chairman and Managing Director. He/She is overall in-charge of finance and accounts of the organization and is responsible for evolving and formulating policies relating to finance and accounts as well as implementation thereof.

### III. ELIGIBILITY

1. **AGE:** Minimum 45 years as on the date of advertisement.

#### 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 including tenure/ad-hoc capacity – in one of the following:-

(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 1,000 crore or more;

(d) Private Sector in company where the annual turnover is \*Rs 1,000 crore or more.

(\* 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:

(i) The applicant should be a Chartered Accountant or Cost Accountant or a full time MBA/PGDM course having specialization in Finance with good academic record from a recognized University/Institution. Preference would be given to Chartered Accountant.

(ii) Officers of Organized Group 'A' Accounts Services [i.e. Indian Audit and Accounts Service, Indian Defence Accounts Service, Indian Railway Accounts Service, Indian Civil Accounts Service, Indian P&T Accounts & Finance Service and Indian Cost Accounts Service] working in the appropriate level are exempted from these educational qualifications.

(iii) Further, applicants from the Central Govt/Armed Forces of the Union/All India Services, will also be exempted from the educational qualifications as per (i) above provided the applicants have the relevant experience' as mentioned in Para 4(iii) below.

In respect of applicants from Organized Group A' Accounts Services/Central Government/Armed Forces of the Union/All India Services, Chartered Accountant/Cost Accountant/MBA/PGDM will be a desirable educational qualification.

### 4. EXPERIENCE:

(i) The applicant should have at least five years of cumulative experience at a senior level during the last ten years in the area of Corporate Financial Management / Corporate Accounts in an organization of repute. Preference would be given to candidates from Maharatna/ Navaratna/ listed Companies. Experience in Coal/ Steel/ Mining/ Energy sector will be an added advantage.

(ii) Applicants from Organized Group 'A' Accounts Services should have at least five years cumulative experience at a senior level during the last ten years in the area of Corporate Financial Management/ Corporate Accounts.

(iii) 'The relevant experience' in respect of applicants from Central Government/Armed Forces of the Union/All India Services would include at least seven years of cumulative experience at a senior level during the last ten years in the area of Corporate Financial Management/ Corporate Accounts.

### 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.

#### **7. Relaxation in Eligibility**

The Search-Cum-Selection Committee may consider relaxation in the eligibility criteria in respect of outstanding candidates.

### **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 i.e 60 years whichever is earlier.

### **V. SUBMISSION OF APPLICATIONS**

**Applicants should send their applications 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 Ministry of Coal.

2. Candidates 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) 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.

**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. How to submit an application form**

The applications may submit their applications in the attached format to the Ministry of Coal.

Last time/date of receipt of complete application duly forwarded, to the undersigned shall be 3:00 PM of 21<sup>st</sup> day from the date of publication in the Employment News. 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**. Government reserves the right to shortlist candidates for interview. Applications are to be addressed to

Shri Kishore Kumar  
Under Secretary  
Ministry of Coal  
Room No. 113, F-Wing, Shastri Bhawan,  
New Delhi-110001

APPLICATION FORM FOR THE POST OF DIRECTOR (FINANCE), WCL

(Through Proper Channel, except candidates from the Private Sector)

1. Name of the post applied or \_\_\_\_\_

Paste  
Photo

2. (a) Applicant's Name (as per official records Mr./Mrs./Ms.) \_\_\_\_\_

b. Designation of the Applicant (in full)

c. Name of the company

(d) Category as per Employment Status :-  
(Please tick as applicable)

Officer of a CPSE/Central Government/Armed Forces of the Union/All India Services/SPSE/Private Sector

e. Office Address:

f. Address for communication

3. Telephone No: Office No.

Residence

Mobile

E-Mail id

4. Date of Birth(DD/MM/YY) Age as on date of advertisement  
(Years/Months/Days)

5 (i) Educational/Professional Qualifications:

Sl. No	Qualification*	Name of Institution	Period of Study	Tick the relevant	Tick the relevant	Self-Declaration Whether meets the eligibility qualification



													Education requirements
1	2	3	4	5	6			7					
			From	To	Part time	Full time	Correspondence	Degree	Diploma	Certificate	Mandatory	Desirable	Other

\* Should be exactly as per Degree/Certificate issued by the university.

(ii) Positions held during the last ten years

Sl. No.	Complete Designation & Place of posting *	Name of the Organization	Pay scale**	Period		Reporting to Designation*	Self-Declaration Whether meets the mandatory experience requirement		If yes, nature of duties in support of the declaration
				From	To		Yes	No	
1	2	3	4	5		6	7		8
				From	To		Yes	No	

\* Should be exactly as per specific office order issued by the CPSE/Ministry/SPSE/Employer

\*\* Private Sector-CTC/remuneration/emoluments drawn

NB: the positions should be indicated in order of the most recent assignments.

6. (a) Do you hold lien in any organization other than where currently working?

Yes	No
-----	----

If yes:

- Name of the organization in which the lien is held :
- Date from which the lien is held:

Yes	No
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(b) Are you on deputation?

If yes :

- Name of parent organization:
- Date from which on deputation:

7.(a) Whether any penalty/punishment was awarded to the applicant during the last 10 years.

- If yes, the details thereof
- i. Civil / Criminal
  - ii. Departmental Inquiry

Yes	No
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(b) Whether any civil or criminal action or inquiry is going on against the applicant as far as his / her knowledge goes

Yes	No
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If yes, the details thereof

- i. Civil / Criminal
- ii. Departmental Inquiry

I certify that the details furnished by me in Columns 1 to 7 wherever applicable are true to the best of my knowledge & belief.

(Name & Signature of the Applicant)

**STATE PUBLIC SECTOR ENTERPRISES**

Year wise Audited Annual Turnover of the Company for 3 financial years preceding the calendar year in which the post has been advertised(e.g: 2019-20, 2020-21 and 2021-22 for a post advertised in the calendar year 2023).

Year	Company in which candidate is/was serving	Annual Turnover of the Company & F.Y.

I certify that the details furnished by me in Columns 1 to 7 wherever applicable are true to the best of my knowledge.

(Name & Signature of the Applicant)

**PRIVATE SECTOR**

Year wise Audited Annual Turnover of the Company for 3 financial years preceding the calendar year in which the post has been advertised (e.g: 2019-20, 2020-21 and 2021-22 for a post advertised in calendar year 2023).

Year	Company in which candidate is/was serving	Annual Turnover of the Company & F.Y.

- i. the annual report for the last 3years
  - a. may be accessed over (please provide URL),or
  - b. enclosed
- ii. I certify that I am

a. Working at Board level position

Yes	No
-----	----

b. Working at least a post of the leve immediately below Board level.

Yes	No
-----	----

c. Whether the company is listed if yes;

Yes	No
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Proof of listing may be accessed over (please provide URL)

- iii. Self certified copies for proof of age and educational qualifications(enclosed)
- iv. The relevant jobs handled in the past with details/particular references

I certify that the details furnished by me in Columns 1 to 7 wherever applicable are true to the best of my knowledge & belief.

(Name & Signature of the Applicant)

### **Declaration**

I ..... Son/Daughter of ..... hereby certify that I have not been disqualified to act as a Director under Section 164 or any other relevant sections of the Indian Companies Act, 2013.

(Name & Signature of the Applicant)

### **UNDERTAKINGS**

I hereby undertake to join the post, if selected. In understand that :

- a. if I convey my unwillingness to join after the interview is held, I would be debarred for a period of two years from the date of interview, for being considered for a Board level post in the CPSE.
- b. further, if I convey my unwillingness to join after the issue of offer of appointment I 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 the CPSE.

(Name and Signature of the applicant)

Date:

### **Verification**

**(To be filled in by the designated officer for CPSE/Central Government/Armed Forces of the Union/All India Services/SPSE)**

It is certified that the particulars furnished above have been scrutinized and found to be correct as per official records.

Signature & Designation of the Competent Authority  
with Telephone No.& e-mail address