

Ref. No.: MCL HQ/SBP/ Dy. GM(MP&R)/Internal/Statutory/2015/330

Date: 11.03.2015

INTERNAL CIRCULAR

Applications are invited from the permanent employees of MCL for filling up vacancies of **Jr. Overman T&S Gr. 'C'**, who are having the following qualifications as envisaged under the CIL cadre scheme.

1. Matriculation or any equivalent examination from any recognized Board of examination.
2. Diploma in Mining Engineering of 3 years duration from recognized institute with valid Overman's competency certificate issued by DGMS
3. Valid gas testing certificate and valid first-aid certificate.

The applications shall be forwarded through proper channel in the annexed format along with the self-attested photocopies of Educational and Technical Qualification Certificates. The Bio-Data details of the employee must be verified from his/her service file/ 'B'Form. The certificates/mark sheets submitted by the employee must be attested by the personnel executives of the Project/Area with official seal & signature after verifying the same from the original documents. *The Application Form must be signed by the applicant as well as the Personnel Executive, who verifies the data from the service record / 'B' Form with his official seal & signature.* Duly completed applications, after necessary verification etc. as envisaged above, has to be forwarded by the competent authority so as to reach the undersigned on or before **31.03.2015**. For all purposes, the cut off date as regards to eligibility as per notice will be the due date/last date of receiving applications i.e. **31/03/2015**. *Applications received in this office after the due date will not be considered and no further extension in this regard will be granted.*


Dy. General Manager (P-MP&R)

Distribution:

1. All HODs, MCL HQ.
2. CGM/GMs, All Areas/CMS,NSCH, Talcher.
3. Dy.GM, MCL, Bhubaneswar/MCL, Kolkata.
4. TS to D(P), MCL.
5. APMs, All Areas.
6. Notice Board

Application Form for the post of Jr. Overman T&S Gr. 'C'.

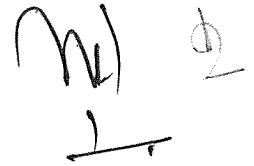
Ref. No: MCL HQ/SBP/ Dy. GM(MP&R)/Internal/Statutory/2015/330

Date: 11.03.2015

- 1) Name of the Employee:
- 2) Father's Name:
- 3) Date of Birth:
- 4) U.M. No:
- 5) Date of Appointment:
- 6) Place of Posting:
- 7) Present Designation (with category/grade):
- 8) Date of joining in present grade:
- 9) Whether Gen/SC/ST:
- 10) Mobile No. :
- 11) Educational Qualification:

Exam. Passed	Name of the Institute	Board/University	Year of Passing	%age of Marks	Division/ Grade

- 13) Tick (✓) whichever is applicable:
- Passed Matric or any equivalent examination
 - Have valid Overman Competency certificate
 - Passed Diploma in Mining of 03 years duration
 - Have valid Gas Testing certificate
 - Have valid First Aid certificate



14) Remark if any:

- 15) Details of Enclosure: 1)
2)

Declaration/Undertaking

Certified that the information given above is true and correct to the best of my knowledge and belief. If any of the information as furnished above is found to be incorrect/false or any certificate/license submitted by me is not genuine/authentic, my candidature for the post applied is liable to be cancelled.

Signature of the Employee.

Certificate

This is to certify that I have verified the above particulars submitted by the employee with the available documents and Service file/'B' Form of the employee and found these in order and accepted the same. Further, this application is being forwarded after necessary compliance as stipulated in the internal circular.

Project Officer

Personnel Executive of the Project/Unit

Area Personnel Manager