

Ref. No. MCL/SBP/GM(A/MP&R)/Selection(HEMM)/2014/692

Dated. 13/10/14

**INTERNAL CIRCULAR**

Applications are invited from the permanent employees of MCL for filling up vacancies of Dumper Operator (Tr.), Dozer Operator (Tr.) and Surface Miner Operator (Tr.) in Excv. Gr. 'D'. who are having the following minimum qualification (Educational/Technical) & experience (as applicable):-

Sl No	Designation	Category/Grade	Qualification	Eligibility for Promotion/Selection	Mode of Selection/ Pomotion
1	Dumper Operator (Tr.)	Excv. Cat 'D'	Class VIII with HMV License.	Any permanent employee having 1 (one) year service and Heavy Vehicle driving license with qualification of min. class VIII standard found suitable for taking training in HEMM operation will be placed as Trainee in his existing grade. On successful completion of one year training/trade test and found successful, will be placed in Excv. Cat-D.	Selection/ Aptitude Test
2	Dozer Operator (Tr.)	Excv. Cat 'D'	Class VIII with HMV License and endorsement for tractor driving.	Any permanent employee having 1 (one) year service and found suitable for training and after one year successful completion training in HEMM.	Selection/ Trade Test
3	Surface Miner Operator (Tr.)	Excv. Cat 'D'	Matriculate with valid HMV License.	Any permanent employee having 02 (two) year service with minimum qualification and found suitable in selection/aptitude test will be placed as Trainee in his existing grade. On successful completion of one year training/trade test and found successful, will be placed in Excv. Cat-D.	Selection/ Aptitude Test

**Note:** The employees working in Clerical cadre, System cadre, Paramedical cadre, Security cadre, Maintenance cadre and holders of statutory posts, Quality Control Cadre, E&T Cadre, L&R Cadre & apprentices or any shortage category shall not be considered for the above post.



The applications shall be forwarded through proper channel in the annexed format along with the self attested photocopies of valid HMV Licence and class VIII/Matric pass Marksheet/Certificate. 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 **03/11/2014**. 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. **03/11/2014**. *Applications received in this office after the due date will not be considered and no further extension in this regard will be granted.*

  
Chief Manager (MP&R)

MCL HQ

**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 for the post of Dumper Operator (Tr.)/Dozer Operator (Tr.)/Surface Miner (Tr.) Excv.Gr.'D'**

Internal Circular No: MCL HQ/GM(A/MP&R)/ Selection(HEMM)/2014/692 , dt.13/10/14

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

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

- 11) HMV License No: Issue Date: Valid up to:
- 12) Whether endorsed for Tractor Driving: Yes / No Date of endorsement:
- 13) Remark if any:
- 14) 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