

अधिकारी स्थापना विभाग / Executive Establishment Department

CIN- U10102MP1985GOI003160

An ISO 9001, ISO 14001, ISO 27001 & ISO 45001 Certified Company

पोस्ट-सिंगरौली कोलियरी, जिला -सिंगरौली, म. प्र., पिन486889 / Post- Singrauli Colliery, Distt- Singrauli, M.P. PIN-486889

Phone: 07805- 256500, email: gmee.ncl@coalindia.in website : www.nclcil.in

No. NCL/SGRL/EE/Notification/Advisor (M&S)/2024/825

Date: 02.08.2024

Notification For Engagement of Full Time Advisor (Marketing & Sales) in NCL on Contract Basis as per CIL'S Policy For Availing Services of the Retired CMD'S/Directors/Sr. Level Executives, etc. As Full Time/Part Time Advisors.

Northern Coalfields Limited (A Subsidiary of Coal India Limited) invites applications for engagement of one (01) **Full Time Advisor (Marketing & Sales)** from retired executives of CIL & its subsidiaries and other Coal PSUs on fixed tenure basis for an initial period of one year which may be extended further in accordance with clause 4.1 (b) of the CIL'S Policy for Availing Services of the Retired CMD'S/Directors/Sr. Level Executives, Etc As Full Time/Part Time Advisors as amended thereof depending upon requirement and satisfactory performance. **VRS optees** will not be considered.

The eligibility criteria, terms of engagement, pay & allowances, other benefits are mentioned below.

Sl.	Particulars	Description
1.	Name of Post	Full Time Advisor (Marketing & Sales)
2.	No. of Posts	01 (One)
3.	Nature of work	The services of Full Time Advisor (Marketing & Sales) will be utilized for assistance/advise to Directors/GMs/HODs/M&S Department as per requirement on day to day basis with following Jobs & Responsibilities: a) Providing advice regarding augmentation of overall coal dispatch of NCL in order to maximize coal offtake. b) Advise regarding compliance of directives/guidelines regarding M&S issued by MoC/CIL.



नॉर्दर्न कोलफील्ड्स लिमिटेड

(मिनीरत्न कंपनी)

(कोल इण्डिया लिमिटेड की अनुषंगी कंपनी)



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		<p>c) Providing advice on key marketing & sales strategies and commercial issues related to coal sales for keeping fully protected NCL's interest at all times.</p> <p>d) Any other jobs assigned as per requirement from time to time.</p>						
4.	Maximum age limit for eligibility	Not more than 65 years during the Contract period.						
6.	Experience	The Candidate must have retired from the post of Chief Manager (E7 grade) or General Manager (E8 grade) in Marketing & Sales discipline from CIL or its subsidiaries or any other Coal PSU and having at least 10 years' experience of working in Marketing & Sales Department in Subsidiary Headquarter/Corporate office including Area/Project of CIL or its subsidiaries or any other Coal PSU.						
7.	Remuneration and other Benefits	<p>(i) Consolidated monthly compensation/ Honorarium</p> <table border="1"><thead><tr><th>Grade of Retd. Executive</th><th>Compensation /Honorarium (Rs./month)</th></tr></thead><tbody><tr><td>For Retd. E-8 Gr. Executive</td><td>₹1,05,000/- p.m</td></tr><tr><td>For Retd. E-7 Gr. Executive</td><td>₹90,000/- p.m</td></tr></tbody></table> <p>ii) Conveyance charges: Company shall provide conveyance for Full-time Advisors as per availability. However, where conveyance is not provided, they shall be eligible for 5% of consolidated pay per month as conveyance charge.</p> <p>iii) Accommodation Facility: Suitable company's accommodation shall be provided on availability. However, if company's accommodation is not available, a consolidated amount will be paid as under:</p>	Grade of Retd. Executive	Compensation /Honorarium (Rs./month)	For Retd. E-8 Gr. Executive	₹1,05,000/- p.m	For Retd. E-7 Gr. Executive	₹90,000/- p.m
Grade of Retd. Executive	Compensation /Honorarium (Rs./month)							
For Retd. E-8 Gr. Executive	₹1,05,000/- p.m							
For Retd. E-7 Gr. Executive	₹90,000/- p.m							

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		For X Class Cities	For Y Class Cities	For Z Class Cities
		24% of Consolidated Pay per month	16% of Consolidated Pay per month	8% of Consolidated Pay per month
		<p>iv) Re-imbusement for Mobile Telephones: Re-imbusement for the use of mobile telephones based on the actual bills or ₹750/- per month whichever is less.</p> <p>v) Medical: All executives of CIL covered under the Post Retiral Medical Benefits Scheme will continue to be governed by the said scheme. Those appointed, who were not under the roll of CIL, will be given the same coverage of benefit, if they are not covered under any post retiral medical scheme.</p> <p>(vi) Leave: The Advisor shall be entitled for paid leave of 15 days in every six months spell in addition to the paid holidays in the establishment. The paid leave shall be regulated as per the provisions of EL (Earned Leave) applicable to the executive cadre employees under the CIL Executive Leave Rules. However, the paid leave admissible as above is not encashable. The accumulated leave shall stand lapsed on the expiry of each period of engagement of Advisor.</p> <p>(vii) TA/DA and other boarding/ lodging charges: shall be payable as per entitlement applicable to the existing executives of equal grades whenever tours are undertaken for the jobs related to assignment.</p>		
8.	Terms & Conditions	(a) The selected Advisor (Marketing & Sales) would be stationed at NCL HQ, Singrauli MP and will report to Director (T/P&P), NCL.		

[Handwritten Signature]

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(कोल इण्डिया लिमिटेड की अनुषंगी कंपनी)



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	<p>(b) The engagement of Advisor (Marketing & Sales) shall be subject to Medical Fitness to be certified by Company's Medical Officer.</p> <p>(c) Notice period for termination of contract – one month's notice or consolidated compensation amount from either side.</p> <p>(d) Extension of Fixed Tenure - Tenure of engagement can be extended on the approval of the Chairman-cum-Managing Director, NCL as the case may be.</p> <p>(e) The Advisor will maintain all information/ documents/ materials gathered during the course of the engagement in strict confidence. They will not copy or make notes of such information/ documents except in conjunction with the work for the Company. They will not divulge to anyone outside the Company or use any of the information/ documents/ materials gathered during the course of engagement for their own or anyone else's benefit, either during or after the terms of engagement with the Company. The aforesaid obligation shall also apply to proprietary/ confidential information/ documents of third parties received by them or the company in the normal course of the engagement with the Company.</p> <p>The Advisor shall, while demitting the office, handover all information/ documents/ materials (in soft/ hard format) under their possession, during the engagement period, to the concerned HOD</p> <p>(f) Vigilance/ Departmental Clearances – The rules of promotion on the matter of Vigilance/ Departmental shall hold good on the matter of appointments/engagements of retired officials of Coal India Limited.</p> <p>Further, compliance to circular No. 07/05/21 dated 03.06.2021 of Central Vigilance Commission to be made regarding procedure for obtaining Vigilance clearance</p>
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		before engaging retired officials other than that of Coal India Limited. (g) Tax - In case payment of GST is required, then the same shall be reimbursed on production of proof of such payment. (h) Other Terms and Conditions will be as per CIL's policy in vogue.
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The Application forms can be downloaded from NCL's website www.nclcil.in under the caption "Career-> Recruitment".

Cut-off date for the eligibility will be 02.08.2024.

Interested candidates fulfilling the above eligibility criteria may submit their resume along with following (self-attested) documents:

1. Proof of Age (Matriculation Certificate).
2. Superannuation Notice.
3. Certificates of Qualifications.
4. Details of Experience & Promotion.
5. Certificate of scale of pay.

These documents along with Application Format must reach in the office of "Dy. General Manager (Personnel)/HOD(EE), NCL, Post – Singrauli, Distt-Singrauli (MP) PIN-486889" latest by **17.08.2024 by 3.00 PM** by Registered Post/ Speed Post or through email on gmeencl@coalindia.in.

The applicant should super scribe "Application for the post of Advisor (Marketing & Sales) NCL" on the envelope. In case of Application through E-mail "Application for the post of "Advisor (Marketing & Sales) NCL" should be mentioned in the subject.

Following important points may also be noted:

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- (i) Applications received after **17.08.2024 by 3.00 PM** to the office/email of Dy. General Manager (Personnel)/HOD(EE), NCL, Post – Singrauli, Distt-Singrauli (MP) PIN-486889 will not be considered and company will not be responsible for any postal delay/lost in transit in submission on application within specified time.
- (ii) NCL reserves the right to change the number of vacancies and cancel/restrict/modify/alter the engagement process, if required, without issuing any further notice or assigning any reason thereof. Any modifications/amendments, if any, in this notification will be given in NCL website only.
- (iii) All correspondence with the candidates shall be made as per his/her address given in the application. However, important information will also be available at NCL's website. NCL reserves the right to shortlist candidates for personal talk for the selection of the post of Full Time Advisor (Marketing & Sales). No T.A. will be paid to any candidate for appearing in personal talk.

Victor
02/08/2024

(Victor Kujur)

Dy. General Manager (P)/HOD (EE)
Northern Coalfields Limited, Singrauli

Distribution:

1. TS to Director(P&IR), CIL, Kolkata
2. GM (Min)/TS to CMD, NCL
3. TS to D(P)/ D(F)/D(T/O)/D(T/P&P), NCL
4. All GM/HOD(P-EE) - CIL/MCL/ECL/BCCL/CCL/SECL/WCL/CMPDIL/NEC – For wide circulation in their Subsidiary Company
5. All GMs/HODs, NCL HQ
6. All GMs of Areas/Units, NCL.
7. CMS, NCL
8. GM (System) /HOD (System)-CIL/MCL/ECL/BCCL/CCL/SECL/WCL/CMPDIL/NEC - With a request for uploading of Notification on Company's website.

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9. Manager (P-EE)/Dy Mgr (P-EE)-I NCL(HQ)
10. All Notice Boards, NCL HQ.

Copy for kind information:

1. CMD, NCL
2. Director(Pers)/Director(Fin)/Director(T/O)/ Director(T/P&P), NCL
3. CVO, NCL

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APPLICATION FORMAT

FOR THE POST OF FULL TIME ADVISOR (MARKETING & SALES) IN NORTHERN COALFIELDS LIMITED, SINGRAULI

- 1 Name (in block letter):
- 2 EIS No. (if retired from CIL):
- 3 Father/Husband's Name:
- 4 Present address for communication:
- 5 Contact Number:
- 6 Email ID:
- 7 Permanent address:
- 8 Caste- Gen/SC/ST/OBC:
- 9 Date of Birth :
- 10 Date of Superannuation with Superannuation Notice No.:
- 11 Educational qualification:

Experience:

(A) Whether the applicant has at least 10 years' experience of working in Marketing & Sales Department in Subsidiary Headquarter/Corporate office including Area/Project of CIL or its subsidiaries or any other Coal PSUs.(YES/NO)

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(B) If Yes, details thereof:

S. No.	Name of Company with details	Details of Posting (Designation, Place of posting)	Period of Work		Nature of Work
			From	TO	

13. Detail of employment before superannuation:

Name of Organization/ Deptt.	Last Post Held	Grade	Basic Pay with Grade Pay (where applicable)	Discipline	Period of last post held	Remark

14. Special Achievement (if any):

15. Details of any Vigilance/Departmental/Safety/Court/Police case (if pending):

16. Any other Information relevant to the post:

Declaration

I, _____ (Name), hereby certify that the details furnished by me in point no. 1 to point 16 are true to the best of my knowledge and belief.

Signature of the Candidate with date

List of Enclosures:

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