

No. 12/4/2016-ASO  
भारत सरकार **Government of India**  
कोयला मंत्रालय **Ministry of Coal**

3<sup>rd</sup> floor, Shastri Bhawan, New Delhi  
the 2<sup>nd</sup> August, 2016

To

1. All Ministries/Departments of the Government of India with the request that this vacancy may be circulated among their Ministries/Departments and also among their attached/subordinate officers.
2. Chief Secretaries of all the State Governments,
3. Chief Secretaries of all Union Territories,
4. All Central PSEs under Government of India,
5. All Recognised Research Institutes/ Semi Government/ Statutory/ Autonomous Organisations.
6. Chairman, Coal India Limited, Coal Bhawan, Premise No.04 MAR, Plot No.AF-III, Action Area 1-A, New Town, Rajarhat, Kolkata-700156.

Sub: Selection of officers for appointment on deputation (including short term contract) basis to the post of Project Advisor in the Ministry of Coal.

Sir,

I am directed to say that a post of Project Advisor in the scale of pay of Rs. 18400-500-22400/- (pre-revised) PB-4 ₹37400 – 67000 plus Grade Pay ₹10000 (revised) in the Ministry of Coal is required to be filled up on deputation (including short term contract) in consultation with UPSC from amongst the officers under the Central Government, State Governments, Union Territories and recognized research institutes and Public Sector Undertakings and Semi Government/ Statutory or Autonomous Organisations;

- (a) (i) holding analogous post on regular basis in the parent cadre or department; or
- (ii) with 2 years' service in the grade rendered after appointment thereto on a regular basis in posts in the scale of pay of Rs. 16400-20000/- (pre-revised) or equivalent in the parent cadre/department; or
- (iii) with 3 years' service in the grade rendered after appointment thereto on a regular basis in posts in the scale of pay of Rs. 14300 –18300/- (pre-revised) or equivalent in the parent cadre/department; and
- (b) Possessing the following educational qualifications and experience –

**Essential -**

- (i) Bachelors' Degree in Mining Engineering from a recognized University or equivalent; and
- (ii) Fifteen (15) years' experience in perspective and developmental planning in coal industry at the corporate level, preparation of annual and Five year plans, appraisal of investment proposals in mining and project formulations monitoring and reviews.
- (c) The Departmental Director (Technical) with 3 years regular service in the grade shall also be considered along with outsiders and in case he is selected for appointment to the post the same shall be deemed to have been filled by promotion.

**Age** - Maximum age limit for appointment by deputation (including short term contract) shall not be exceeding 56 years as on the closing date of receipt of the applications.

Note 1 – The selection will be made in consultation with UPSC.

Note 2 – The period of deputation/contract including period of deputation/contract in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall ordinarily not exceed 5 years.

2. The selected officer will be treated on foreign service/reverse foreign terms and his pay will be regulated in accordance with the provisions contained in the Ministry of Finance (Department of Expenditure) O.M. No. F.10(24)E-III/60 dated 4<sup>th</sup> May, 1961 as amended from time to time, read with Department of Personnel and AR O.M. No. 1 /4 /84-Estt(Pay-III) dated 26.12.1984 and DOPT O.M No. 6/8/2009-Estt (Pay-II) dated 17.06.2010 as the case may be.

3. It is requested that the applications (in triplicate) in the enclosed proforma alongwith copies of upto date ACR dossiers (**duly attested on each page**) of the willing officers, who could be spared in the event of their selection, may be sent to this Ministry within **60 days** of the date of advertisement of the vacancy in the Employment News. Applications received after the last date or without upto date ACR dossiers or otherwise found incomplete will not be considered. While forwarding the applications, it may please be certified that the particulars furnished by the officers are correct and that no disciplinary/vigilance case is pending or contemplated against the officers, sponsored alongwith the statement of penalty imposed, if any, integrity certificate, cadre clearance/ employers permission may also please be sent.

Yours faithfully,



(Sanjib Bhattacharya)

Under Secretary to the Government of India

Copy alongwith proforma is also forwarded for similar action to –

1. CMDs of ECL/ BCCL/ CCL/ WCL/ MCL/ SECL/ CMPDIL/NCL
2. CMD, Singareni Collieries Company Ltd. Andhra Pradesh.
3. CMD, Neyveli Lignite Corporation Ltd., Neyveli.
4. Director, Indian School of Mines, Dhanbad.
5. Coal Controller, Coal Controller's Organization, Kolkata.
6. Secretary, UPSC, Dholpur House, Shahjahan Road, New Delhi.
7. Technical Director, NIC Cell, Ministry of Coal with the request to publish the advertisement on the Ministry's website.
8. Technical Director, NIC Cell, Deptt. of Personnel & Training, North Block, New Delhi with the request to publish the advertisement on their Ministry's website.

## BIO DATA PROFORMA

1. Name and address in block letters
2. Date of Birth (in Christian era)
3. Date of retirement under Central/State Govt. Rules
4. Educational Qualifications
5. Whether educational and other qualifications required for the post are satisfied (If any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same)

Qualification/experience  
Required

Qualification/experience  
Possessed by the officer

Essential (i)  
(ii)  
iii)

Desired (i)  
(ii)  
(iii)

6. Please state clearly whether in the light of the entries made by you above, you meet the requirements of the post.
7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient

Office/Instt/ Orgn	Post held	From	To	Scale of pay	Nature of duties
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8. Nature of present employment i.e. ad-hoc or temporary or quasi permanent or permanent

Contd.....2/-

9. In case the present employment is held on deputation/contract basis please state:

- (a) The date of initial appointment
- (b) Period of appointment on deputation/ contract
- (c) Name of the parent office/organisation to which you belong

10. Additional details about present employment  
Please state whether working under

- (a) Central Government
- (b) State Government
- (c) Autonomous Organisations
- (d) Government Undertaking
- (e) University

11. Are you in revised Scale of Pay?  
If yes, give date from which the revision took place and also indicate the pre revised scale

12. Total emoluments per month now drawn

13. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet if the above space is insufficient.

14. Whether belong to SC/ST

15. Remarks

Signature of Candidate  
Address\_\_\_\_\_

Date

Countersigned\_\_\_\_\_ (Employer)