

No. 7/23/2016-PESB
भारत सरकार / Government of India
कार्मिक एवं प्रशिक्षण विभाग / Department of Personnel & Training
लोक उद्यम चयन बोर्ड / Public Enterprises Selection Board

ब्लॉक संख्या 14, सी जी ओ कॉम्प्लेक्स, लोदी रोड
Block No.14, C.G.O. Complex, Lodhi Road
नई दिल्ली/ New Delhi – 110003,
दिनांकित/ Dated: 29th March, 2017

Subject: Selection for the post of **Director (P&IR), Coal India Limited**, a schedule 'A' CPSE.

The Public Enterprises Selection Board (PESB) is seeking qualified candidates for the post of **Director (P&IR), Coal India Limited**, a schedule 'A' CPSE, the scale of pay of the post being **Rs. 75,000 – 1,00,000/-**. A copy of the job description for the post is enclosed.

2. It is requested that names of all candidates seniority-wise for the said post along with their applications in the prescribed format duly verified may kindly be forwarded so as to reach the PESB by 15.00 hours on **6th June, 2017**. It is also requested that advance action may be taken to keep the ACRs for last 5 years, of those candidates ready along with their latest vigilance profile [(i) penalty imposed, if any during the last 10 years (ii) details of disciplinary action initiated/being initiated if any, etc.] to be furnished as and when the selection meeting is scheduled.


3. If the relevant details are not received within the stipulated time, it will be assumed that there are no applications received to be sponsored for the post.

Encl: As above

(सी ए जैकब/CA JACOB)

उपसचिव भारत सरकार

Deputy Secretary to the Govt. of India

 24362936

MINISTRY OF STEEL
(SHRI SUSHEEL KUMAR, SECRETARY)
NEW DELHI

Copy to: CMD, Coal India Limited, 10, Netaji Subhash Road, Kolkata-700001, with the request to forward all applications to PESB, duly verified so as to reach the PESB by 15.00 hours **6th June, 2017**. ACRs and Vigilance profile may also be kept ready for being furnished as and when the selection meeting is scheduled.

- 1 All Chief Executives of other Central PSUs (including subsidiaries) for circulation among the eligible candidates.
- 2 Establishment Officer, Department of Personnel & Trg. Ministry of Personnel, PG & Pensions.
- 3 All Chief Secretaries of State Governments & UTs
- 4 (i) Defence Secretary, South Block, New Delhi.
(ii) Military Secretary MS(X), South Block, New Delhi-110011.
(iii) AOP, Air HQrs., Vayu Bhawan, New Delhi.
(iv) COP, Naval HQrs. 'C' Wing, Sena Bhawan, New Delhi.

For circulating the vacancy among
Government Officers

सी ए जैकब/CA JACOB)

उपसचिव भारत सरकार

Deputy Secretary to the Govt. of India

No. 7/23/2016-PESB
भारतसरकार / Government of India
कार्मिकएवंप्रशिक्षणविभाग / Department of Personnel and Training
लोकउद्यमचयनबोर्ड / Public Enterprises Selection Board

ब्लॉकसंख्या 14, सीजीओकॉम्प्लेक्स, लोदीरोड
Block No.14, C.G.O. Complex, Lodhi Road,
नईदिल्ली/ New Delhi – 110003

सी.पी.एस.ई.का नाम NAME OF THE CPSE	COAL INDIA LIMITED (CIL)
पदकानाम NAME OF THE POST	DIRECTOR (PERSONNEL & INDUSTRIAL RELATIONS)
रिक्तकीतारीख DATE OF VACANCY	01.06.2017
सी.पी.एस.ई.की अनुसूची SCHEDULE OF THE CPSE	'A'
पदकावेतनमान SCALE OF THE POST	Rs 75,000—1,00,000/-

I. COMPANY PROFILE:

Coal India Limited is a schedule 'A' Maharatna CPSE incorporated under the Indian Companies Act, 1956 under the administrative control of Ministry of Coal since its formation w.e.f 1975.

Coal India Limited is the single largest producer of coal in the world having 8 Indian subsidiaries and 1 overseas subsidiary in Mozambique. The company operates 413 mines including 207 underground mines spread over 8 States in India. It is a Maharatna company with a net worth of Rs. 36526.66 Crore as on 31.12.2016.. The average market capitalization was Rs. 199661.32 Crore as on 03.03.2017.

Mission of the company is to produce and market the planned quantity of coal products efficiently and economically in an eco-friendly manner with due regard to safety, conservation and quality.

Vision of the company is to emerge as one of the global players in the primary energy sector committed to provide energy security to the country by attaining environmentally & socially sustainable growth through best practices from mine to market.

The company produced 538.75 million tonnes of coal during 2015-16 and has set a target of doubling the production to 1 billion tonnes by 2019-20. As per the report of the Working Group

set up by the Planning Commission, capital expenditure envisaged for the company during the XII Plan period is Rs. 25,400 Crore from 12-13 to 15-16 actual capital expenditure is Rs. 18541.61 Crore. In 16-17, it is expected that CIL will achieve the targeted capital expenditure i.e. rs. 7765 Crore.

Its Registered and Corporate offices are at Kolkata, West Bengal.

The authorized and paid up capital of the Company is Rs. 8904.18 Crore (including preference capital of Rs. 904.18 Crore) and Rs. 6207.41 Crore respectively as on 31st December, 2016.

The shareholding by the Government of India is 79.11%.

II. JOB DESCRIPTION AND RESPONSIBILITIES:

Director (Personnel & Industrial Relations) is a member of the Board of Directors and reports to Chairman and Managing Director. As the head of the Personnel Division, he is responsible for the formulation and implementation of personnel policies of Coal India Limited and its subsidiaries.

III. ELIGIBILITY:

1. **AGE:** On the date of occurrence of vacancy (DOV)

Age of superannuation 60 years			
Internal		Others	
Minimum	Maximum	Minimum	Maximum
45	2 years of residual service as on the date of vacancy w.r.t the date of superannuation	45	3 years of residual service as on the date of vacancy w.r.t the date of superannuation

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/ad-hoc capacity – in one of the followings :-

- (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 10000 crore or more**;

- (d) Private Sector in company where the annual turnover is *Rs 10000 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:

The applicant should be a graduate from a recognized University/Institute with good academic record.

Persons with Post Graduate Diploma /Degree in Personnel Management or MBA with specialization in Personnel Management/Industrial Relations or Degree in Law or Industrial Engineering from a recognized University or Institute will have an added advantage.

4. EXPERIENCE:

The applicant should have at least five years' cumulative experience during the last ten years at a senior level in various aspects of Personnel/Human Resource Management in an organization of repute.

5. PAY SCALE/RANK/ LEVEL:

The minimum length of service required in the eligible scale/rank/level will be one year for internal candidates and two years for others, as on the date of vacancy.

- a) Applicants from CPSEs should be working in the following or a higher pay scale:

<u>Eligible Scale of Pay</u>	
Rs. 7250--8250 (IDA)	Pre 01.01.1992
Rs. 9500--11500 (IDA)	Post 01.01.1992
Rs. 20500--26500 (IDA)	Post 01.01.1997
Rs. 51300--73000 (IDA)	Post 01.01.2007
Rs. 18400--22400 (CDA)	Pre-revised
Rs. 37400--67000 + GP	Rs. 10000 (CDA)

b) Eligibility Level/Rank

- (i) **Applicants from Central Govt. / All India Services** should be holding a post of the level of Joint Secretary in Govt. of India or carrying equivalent scale of pay.
 - (ii) **Applicants from the Armed forces of the Union** should be holding a post of the level of Major General in the Army or equivalent rank in Navy/ Air Force.
- 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.

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.

IV. DURATION OF APPOINTMENT:

The appointment shall be for a period of five years from the date of joining or up to the date of superannuation or until further orders, whichever is earlier.

V. SUBMISSION OF APPLICATIONS:

All applicants should send their applications as per the format at Annexure.

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 PESB

2. Applicants from Private Sector must submit the following documents along with the application form:

- (a) Annual Reports of the Company for the last 3 years preceding the calendar year in which the post was advertised (**please provide URL or attach/enclose**);
- (b) Whether the company is listed or not; if yes, the documentary proof (**please provide URL or attach/enclose**);
- (c) Evidence of working at Board level;
- (d) Self-attested copies of documents in support of age and qualifications;
- (e) The 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) The appointment is on immediate absorption basis.
- (b) 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.
- (c) 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. The applicants can either:

- a) fill up the Application Form online against this Job Description on the website of PESB - <http://pesb.gov.in/> and thereafter forward it online, as specified in paraV(1);

Or

- b) fill up the Application Form online, take a printout and send it offline, as specified in paraV(1);

Or

- c) download the blank Application Form, fill it up manually and submit offline as specified in para V(1).

Last time/date of receipt of complete applications duly forwarded, in PESB is **by 15.00 hours on 6th June, 2017**. 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. Board reserves the right to shortlist candidates for interview.

Applications are to be addressed to

SHRI RAJIV RAI,
Secretary,
Public Enterprises Selection Board, Public Enterprises Bhawan,
Block No. 14, CGO Complex, Lodhi Road, New Delhi-110003.

ALL CORRESPONDENCE WITH THE PUBLIC ENTERPRISES SELECTION BOARD SHOULD BE ADDRESSED TO **SECRETARY, PUBLIC ENTERPRISES SELECTION BOARD ONLY**.