



वेस्टर्न कोलफील्ड्स लिमिटेड

Western Coalfields Ltd.

(भारत सरकार का मिनरीरल श्रेणी - 1 उपक्रम)

ISO 9001: 2008 Certified

पंजीकृत कार्यालय: कोल ईस्टेट, सिविल लाइन्स, नागपुर - ४४०००१

Regd. Office : Coal Estate, Civil Lines, Nagpur - 440 001

औद्योगिक संबंध विभाग

INDUSTRIAL RELATIONS DEPARTMENT

email: gmir1.wcl@coalindia.in

Ph. No. का/0 : 0712-2510439

CIN : U10100MH1975GOI018626

Website: http://westerncoal.nic.in

WCL/IR/MP/SELECTION/MINING SIRDAR/2024-25/764

Date: 18.07.2024

INTERNAL NOTIFICATION (ONLY FOR EMPLOYEES OF WCL)

Applications through proper channel are invited from eligible departmental candidates of Western Coalfields Limited against the vacancies for selection to the following post as per the pay scale of NCWA - XI, who fulfil the following eligibility criteria according to Cadre Scheme:-

Post	Vacancy	Minimum Qualification & Eligibility	Mode
Mining Sirdar in T&S Grade 'C'	220	Qualification: (a) Valid Certificates of Mining Sirdarship issued by DGMS, First Aid & Gas Testing Experience: 03 years of experience of working in Underground Mines. OR (b) Diploma in Mining & Mine Surveying and Overman Certificate of Competency issued by DGMS, Valid Certificates of Gas testing and First Aid	Selection

The following norms shall be adopted for empanelment of the candidates who are having eligibility as above:-

1. Candidates having valid Mining Sirdar Certificate with 3 years of experience of working in Underground Mines or Overman Certificate or higher statutory certificate and having valid Gas Testing and First Aid Certificates shall be considered for selection/empanelment.
2. Candidates having higher qualification with requisite valid Statutory Competency Certificates shall also be considered for empanelment. However, candidates with restricted competency certificate will not be considered for empanelment.
3. Those candidates who are newly appointed as dependent/PAP and who have not completed their 06 months training period as on the date of notification will not be considered for empanelment.
4. Empanelment shall be done in the order of passing of Statutory Certificate, i.e. Mining Sirdar /Overman certificate/higher statutory certificate. In case, date of passing of Statutory Certificate is same, then date of appointment and if both are same then date of birth shall be taken into consideration for empanelment. In cases, where date of passing of the Statutory Certificate, i.e. Mining Sirdar/Overman certificate/higher statutory certificate of candidates is before their appointment in the company, then their date of appointment in the company shall be considered for empanelment.
5. Reservations norms for SC/ST and PWD candidates will be followed as per rule.

Instructions for filling up applications

1. The candidates are advised to go through the complete notification carefully for assessing & ensuring eligibility in accordance with the qualifications and other norms before submitting the application.
2. The candidates should send their applications in prescribed proforma (enclosed), affixing recent photograph duly attested by the controlling officer/unit-in-charge, along with self-attested educational/statutory certificates as per eligibility prescribed above **through proper channel only.**
3. The respective Controlling Officer/Unit In-charge shall ensure correctness of the details mentioned in the application, counter sign with seal the documents enclosed with the application in each case (on the basis of original document) and also ensure that the **Annual Performance Ratings** and **Departmental Clearance Certificate** in the application proforma are duly certified before forwarding the same to the concerned APM.
4. The APM must ensure that the original complete applications of only those eligible candidates, who have secured minimum **Good rating** in performance should be physically forwarded to GM(P/IR) for consideration. In case of candidates of WCL HQ, the concerned HOD shall forward the applications to Dy. GM(P/IR) as above.
5. The data of candidates in excel format (as per enclosed proforma) shall also be provided in soft copy for the notified post separately to Dy. GM (P/IR) through email on **gmir1.wcl@coalindia.in.**
6. Applications submitted in any format other than the prescribed form may not be accepted. Applications received directly from any candidate shall not be entertained.

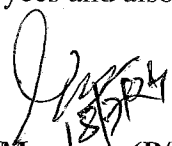
Important Note

1. Only those candidates who are willing to work in any Areas/Establishments of WCL on selection may apply against this notification.
2. The selected candidates shall be posted in the Areas/Establishments in UG/OC mines of WCL as per the requirement.

Important Dates

1. **Cut-off date** for determining the eligibility of the candidates as per cadre scheme will be the date of issue of the internal notification.
2. Last date of receipt of application & soft copy of proforma of verified data at IR Department, WCL HQ is **08.08.2024** and **applications received after 08.08.2024 will not be entertained.**

All concerned are requested to please arrange to give wide publicity amongst the employees and also display a copy of this Notification on Notice Boards.


Dy. General Manager (P/IR)

Encl: Application format & proforma for verified data

Copy to:

- GM – S&C/Prod., WCL, HQ, Nagpur
- TS to D(P), WCL, HQ, Nagpur
- All HODs/GM, WCL, HQ, Nagpur.
- All Area General Managers WCL Areas & CWS Tadali
- All Area Personnel Managers WCL Areas & CWS Tadali
 - a) To ensure submission of applications from the eligible candidates within the specified date.
 - b) Forward the applications of those candidates only whose CR rating is GOOD & above.
 - c) Vigilance Clearance of eligible candidates should be sent separately.
- All Notice Board, WCL HQ, Nagpur.



वेस्टर्न कोलफील्ड्स लिमिटेड
आवेदन का प्रारूप
(बायो डाटा , सीआर एवं विभागीय अनापत्ति)

अधिसूचना क्र. एवं पद जिसके लिए आवेदन किया गया है : _____

नाम : _____

पिता का नाम : _____

एन ई आई एस क्र. : _____

वर्तमान पदनाम : _____

ग्रेड / श्रेणी / केटेगरी : _____

जन्म तारीख : _____

लिंग : _____

प्रारंभिक नियुक्ति की तारीख : _____

मोबाइल नं. _____ ईमेल : _____

यदि अनुसूचित जाति / जनजाति के हैं तो (जाति प्रमाण पत्र संलग्न करे) : **SC / ST / NA** (PLEASE TICK ANY ONE)

वर्तमान कार्यस्थल : क्षेत्र _____ इकाई: _____ विभाग: _____

शैक्षणिक / तकनीकी योग्यता (साक्ष्यांकित प्रतियां संलग्न करे)

क्र.	शैक्षणिक / तकनीकी योग्यता	वर्ष / पास होने की तारीख	श्रेणी	%	बोर्ड / यूनिवर्सिटी / संस्था
1					
2					
3					
4					
5					

लंबित आरोप पत्र / जांच कार्यवाही / दंडादेश (यदि हो तो) कि जानकारी : _____

घोषणापत्र

मैं यह घोषणा करता / करती हूँ कि मेरे द्वारा दी गई उपरोक्त जानकारी/विवरण सत्य है तथा उपरोक्त जानकारी / विवरण असत्य पाए जाने पर दंडात्मक कार्यवाही का हकदार रहूँगा / रहूँगी। मैं यह भी सहमति देता / देती हूँ कि उपरोक्त पद पर चयन होने पर जिस क्षेत्र / इकाई / विभाग में मेरी पदस्थापना की जाएगी मैं वहाँ अपना कार्यभार निर्धारित समयावधि पर ग्रहण करूँगा / करूँगी।

दिनांक :

स्थान:

(अभ्यर्थी का हस्ताक्षर)

नोट: उपरोक्त सभी फ़ील्ड अनिवार्य रूप से भरे अन्यथा आवेदन अस्वीकार किया जा सकता है।

पिछले तीन वर्षों के दौरान कार्य निष्पादन

वर्ष	आउटस्टैंडिंग	बहुत अच्छा	अच्छा	()
2020-21	आउटस्टैंडिंग	बहुत अच्छा	अच्छा	()
2021-22	आउटस्टैंडिंग	बहुत अच्छा	अच्छा	()
2022-23	आउटस्टैंडिंग	बहुत अच्छा	अच्छा	()

नियंत्रण अधिकारी / यूनिट प्रभारी के हस्ताक्षर
(कार्यालयीन सील एवं दिनांक)

विभागीय क्लियरंस

यह प्रमाणित किया जाता है कि श्री / श्रीमती / कु _____ के विरुद्ध कोई भी विभागीय कार्यवाही लंबित नहीं है ;

अथवा

श्री / श्रीमती/ कु _____ के विरुद्ध आरोप पत्र क्र. _____ दिनांक _____ जारी किया गया है जिसकी जांच कार्यवाही लंबित है।

नियंत्रण अधिकारी / यूनिट प्रभारी के हस्ताक्षर
(कार्यालयीन सील एवं दिनांक)

क्षेत्रीय कार्मिक प्रमुख के हस्ताक्षर
(कार्यालयीन सील एवं दिनांक)

Proforma for verified data for the departmental selection to the post of Mining Sardar in T&S grade 'C' 2024.

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22		
SL. NO.	NAME OF THE EMPLOYEE	FATHER'S NAME	NEIS NO.	GEN DER	PRESENT DESIGNATION	PRESENT GRADE / CAT	DATE OF APPOINTMENT	DATE OF BIRTH	WHETHER SC/ST	UNIT AREA	MOBILE NO.	EMAIL	Educational Qualification	Overman/ Second Class Manager's/Mining Sirdar Certificate		GT Certificate	First Aid Certificate	VC (YES/ NO)	DC (YES/ NO)	CR	Remark		
														Certificate No. and Date	Date of Passing							GT Certificate No.	Date of Passing
1																							
2																							
3																							

Instruction for filling the verified data in the proforma.

- 1 Applicants data should be verified from the service records, only verified and authentic data should be entered in the proforma.
- 2 Proforma should be filled using font style **Calibri** and font size **11**.
- 3 Dates should be entered in **DD-MM-YYYY** format.
- 4 Present designation & present grade / cat should be filled separate respective columns
- 5 Whether SC / ST column should be filled as per applicability **SC for SC candidate, ST for ST Candidates for all other categories NA.**