

Government of India
Ministry of Coal

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NAME OF THE CPSE	COAL INDIA LIMITED (CIL)
NAME OF THE POST	CHAIRMAN & MANAGING DIRECTOR
DATE OF VACANCY	01/09/2017
SCHEDULE OF THE CPSE	'A'
SCALE OF THE POST	Rs. 80,000-1,25,000/-

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 394 mines (ug-193 nos; OC-177 nos& Mixed 24 nos) spread over 8 States in India. It is a Maharatna company with a net worth of Rs. 26,870 Crores as on 30.06.2017. The average market capitalization was Rs. 1,72,721.16 Crores as on 20.11.2017.

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 554.14 million tonnes of coal during 2016-17 and has set a target of coal production of 908 million tonnes by 2019-20. In 16-17, CIL has incurred capital expenditure of Rs 7700.06 crs against targeted capital expenditure of Rs 7765 Crore with a utilization of 99 %. In 2017-18, CIL has envisaged a capital expenditure target of Rs 8500 Crs.

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

The authorized equity share capital of the Company is Rs. 8000 Crore, out of which, Issued, Subscribed & paid up capital is Rs 6207.41 Crores on 31.03.2017.

The shareholding by the Government of India is 78.857 %.

II. JOB DESCRIPTION AND RESPONSIBILITIES:

The Chairman and Managing Director is the Chief Executive of the Corporation and accountable to its Board of Directors and Government of India/Shareholders. He/She is responsible for the efficient functioning of the Corporation, and for achieving its corporate objectives and performance parameters.

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) Schedule 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) Chief Executive Officer (CXO) of State Public Sector Enterprise (SPSE);
- (d) Chief Executive Officer (CXO) Private Sector

3. QUALIFICATION:

The incumbent should be graduate from a recognized university/institute. Persons with Technical/MBA qualifications will have added advantage.

4. EXPERIENCE:

The incumbent should possess adequate experience at a senior level of management in an organisation of repute.

Experience in Production especially in Coal/Mining industry will have an added advantage.

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 Board level post in any of the Schedule A CPSE or working as CMD of any Schedule B CPSE, the following or a higher pay scale:

Rs.75000-90000 (IDA) Post 1.1.2007
Rs. 75000-10000(IDA) Post 01.01.2007
Rs. 37400-67000 (CDA) + GP 10000 Pre-revised

b)(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 possess at least 25 years or post-qualification experience in any organization of repute out of which at least 3 years should be at a CXO level.

6. CONDITION OF IMMEDIATE ABSORPTION FOR GOVERNMENT OFFICERS

Relaxation from the rules of immediate absorption has been obtained for a period of five years for officers of Central Govt./All India Services including those of the Armed Forces of the Union.

7. RELAXATION IN ELIGIBILITY

The Search-Cum-Selection Committee may consider relaxation in the eligibility criteria in respect of outstanding candidates.

IV. DURATION OF APPOINTMENT

The appointment shall be for a period of not exceeding five years. However, in case successful candidate attains superannuation i.e. 60 years before completion of 5 years, his/her tenure can be extended for a further period, as may be decided by the government, on contract basis.

V. SUBMISSION OF APPLICATIONS

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

The candidates 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) CMDs/MDs/ in State PSE: through the concerned Administrative Secretary and Cadre Controlling Authority, if any, of the State Government.
- d) Private Sector: directly to the Ministry of Coal.

2. Candidates 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 provides URL or attach/enclose**);
- c) Evidence of working as CEO;
- 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.

- (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 the 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 the CPSE.

VII. HOW TO SUBMIT AN APPLICATION FORM

The applicants may submit their applications in the attached format to the Ministry of Coal.

Last time/date of receipt of complete applications duly forwarded, to the undersigned shall be 3.00 PM of 28th day from the date of publication in the Employment News. 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**. Government reserves the right to shortlist candidates for interview. Applications are to be addressed to :-

Shri Sanjib Bhattacharya
Under Secretary
Ministry of Coal
Room No. 351-A Wing, Shastri Bhawan,
New Delhi-110001

APPLICATION FORM FOR THE POST OF CMD, CIL

(Through Proper Channel, except candidates from the Private Sector)

1. Name of the post applied for _____

2. (a) Applicant's Name (as per official records Mr./Mrs./Ms.) _____

(b) Designation of the Applicant (in full) _____

(c) Name of the company _____

(d) Category as per Employment Status :-
(Please tick as applicable) Officer of a CPSE/Central Government/Armed Forces of the Union/All India Services/SPSE/Private Sector

(e) Office Address: _____

(f) Address for communication _____

3. Telephone No: Office _____ Residence _____ Mobile No. _____

E-Mail id _____

4. Date of Birth (DD/MM/YY) _____ Age as on date of vacancy (Years/Months/Days)

5 (i) Educational/Professional Qualifications:

Sl. No.	Qualification*	Name of Institution	Period of Study	Tick the relevant		Tick the relevant				Self-Declaration Whether meets the eligibility qualification requirement			
				5	6	7	8	9	10	11	12	13	14
1	2	3	4	5	6	7	8	9	10	11	12	13	14
			To	Full time	Correspondence	Degree	Diploma	Certificate	Mandatory	Desirable	Other		

* Should be exactly as per Degree/Certificate issued by the university.

(ii) Positions held during the last ten years

Sl. No.	Complete Designation & Place of posting *	Name of the Organization	Pay scale**	Period		Reporting to Designation *	Self-Declaration Whether meets the mandatory experience requirement		If yes, nature of duties in support of the declaration
				5	6		7	8	
1	2	3	4	5	6	7	8		
				From	To		Yes	No	

* Should be exactly as per specific office order issued by the CPSE/Ministry/SPSE/Employer

** Private Sector-CTC/remuneration/emoluments drawn

NB: the positions should be indicated in order of the most recent assignments.

6. (a) Do you hold lien in any organisation other than where currently working?

Yes	No
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If yes:

- a) Name of the organisation in which the lien is held :
- b) Date from which the lien is held:

(b) Are you on deputation?

Yes	No
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If yes :

- a) Name of parent organisation:
- b) Date from which on deputation:

7.(a) Whether any penalty/punishment was awarded to the applicant during the last 10 years.

Yes	No
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If yes, the details thereof

- i) Civil / Criminal
- ii) Departmental Inquiry

(b) Whether any civil or criminal action or inquiry is going on against the applicant as far as his / her knowledge goes

Yes	No
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If yes, the details thereof

- i) Civil / Criminal
- ii) Departmental Inquiry

I certify that the details furnished by me in Columns 1 to 7 wherever applicable are true to the best of my knowledge & belief.

(Name & Signature of the Applicant)

STATE PUBLIC SECTOR ENTERPRISES

Year wise Audited Annual Turnover of the Company for 3 financial years preceding the calendar year in which the post has been advertised(e.g: 2013-14, 2014-15 and 2015-16 for a post advertised in the calendar year 2017).

Year	Company in which candidate is/was serving	Annual Turnover of the Company & F.Y.

I certify that the details furnished by me in Columns 1 to 7 wherever applicable are true to the best of my knowledge.

(Name & Signature of the Applicant)

PRIVATE SECTOR

Year wise Audited Annual Turnover of the Company for 3 financial years preceding the calendar year in which the post has been advertised (e.g: 2014-15, 2015-16 and 2016-17 for a post advertised in calendar year 2017).

Year	Company in which candidate is/was serving	Annual Turnover of the Company & F.Y.

- (i) the annual report for the last 3 years
 (a) may be accessed over ___ (please provide URL), or
 (b) enclosed

(ii) I certify that I am

- (a) Working at Board level position
 (b) Working at least a post of the level immediately below Board level.
 (c) Whether the company is listed if yes;

Yes	No
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Yes	No
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Yes	No
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Proof of listing may be accessed over _____ (please provide URL)

(iii) Self certified copies for proof of age and educational qualifications (enclosed)

(iv) The relevant jobs handled in the past with details/particular references

I certify that the details furnished by me in Columns 1 to 7 wherever applicable are true to the best of my knowledge & belief.

(Name & Signature of the Applicant)

Declaration

I Son/Daughter of hereby certify that I have not been disqualified to act as a Director under Section 164 or any other relevant sections of the Indian Companies Act, 2013.

(Name & Signature of the Applicant)

UNDERTAKINGS

I hereby undertake to join the post, if selected. In understand that :

- (a) if I convey my unwillingness to join after the interview is held, I would be debarred for a period of two years from the date of interview, for being considered for a Board level post in the CPSE.
 (b) further, if I convey my unwillingness to join after the issue of offer of appointment I 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 the CPSE.

(Name and Signature of the applicant)

Date:

Verification

(To be filled in by the designated officer for CPSE/Central Government/Armed Forces of the Union/All India Services/SPSE)

It is certified that the particulars furnished above have been scrutinized and found to be correct as per official records.

Signature & Designation of the Competent Authority
 with Telephone No. & e-mail address