

CCO-Admn088/15/2022-Admn /E-351385  
Government of India  
Ministry of Coal  
(Office of the Coal Controller)

Scope Minar, 5th Floor, Core-II  
Laxmi Nagar Delhi-110092  
Date: 02.01.2024

**OFFICE MEMORANDUM**

**Subject:** Extension of time for Inviting application for engagement of Seven (07) Young Professionals in Mining Division of Coal Controller's Organization, Delhi -reg.

In pursuance to this office earlier advertisement dated 04.09.2023 and subsequent OM dated 31.10.2023 & 17.11.2023 and 01.12.2023 on the above mentioned subject, it has been decided to further extend the time line for submission of individual application in the enclosed Annexure (A-I) for further period of **30 days w.e.f. 30<sup>th</sup> Dec. 2023.**

The advertisement may be uploaded on NIC website link [starrating.coal.gov.in/yp\\_cco](http://starrating.coal.gov.in/yp_cco).

This issues with the approval of Director & HO.

*Am*  
21/1/24  
(Aarti Mahawar)  
Dy. Director

To

- 1, Shri Deep Kumar Bansal with the request to publish the notice in NIC website ([starrating.coal.gov.in/yp\\_cco](http://starrating.coal.gov.in/yp_cco)) for YPs in Mining.
3. Notice Board of CCO Delhi.
4. Office order file.

CIRCULAR

Inviting application for engagement of Seven (07) Young Professionals in Mining Discipline in Mining Division of Coal Controller's Organization, Delhi -reg.

Coal Controller Organization under Ministry of Coal proposes to engage Seven (07) Young Professionals in Mining discipline for various technical Mining activities at Coal Controller Organization at Delhi.

2. Application from eligible Candidates are invited in the enclosed proforma (Annexure - I) along with the copies of Certificates of Qualification and Experience.
3. Application received incomplete or after due date will not be considered. Only shortlisted candidates will be intimated and call for the interview.
4. The duly filled application from along with the relevant documents should be furnished in online format as published on the NIC website link [starrating.coal.gov.in/yp\\_cco](http://starrating.coal.gov.in/yp_cco).
5. **The last date for applying for the post on or before 30<sup>th</sup> January, 2024 upto 17.00 Hrs.**

*Aar i Mahawar*  
21/1/24

(Aar i Mahawar)  
Dy. Director

### Terms of Reference of Young Professionals in Mining

1.	Name of Post	<b>Young Professionals in Mining Discipline on Contractual Basis</b>
2.	No, of Posts	<b>Total:- 07</b>
3.	Essential Qualification	Degree/Master's Degree (B.Tech or BE/M.Tech) in Mining Engineering from any Govt. recognized Universities/Institutions.
4.	Experience	05 years working experience in OC/UG Coal/Lignite Mines in India
5.	Age limit	Not more than 35 Years .
6.	Scope or Work	To Handle all technical matter (coal) related to determination of Coal grade, Inspection of coal mines in connection to compilation and monitoring of Mine Closure Plan, Approval of Mining & Mine Closure Plan, Determination of Star ratings of Coal Mines, Monitoring of washeries and its allied products, Inspection under Opening/Reopening of coal mines, Road and Rail Infrastructure under CCDA, Production monitoring and illegal mining etc. Frequent coal/lignite mines visit and any other works as to be assigned by Senior Officer of CCO.
7.	Method of Engagement	Short Term Contract basis.
8.	Period of Contract	The tenure of <b>Young Professionals (Mining)</b> is initially for one year, extendable up to 3 years on yearly basis subject to satisfactory performance. The decision of the department (CCO) shall be final in this regard. No right will be accrued in favour of <b>Young Professionals (Mining)</b> regarding renewal of contract etc.
9.	Remuneration	Consolidated remuneration of Rs. 75,000/- (Rupees Seventy Five thousand only) per month
10.	Other Terms of Engagement	<p>i. The <b>Young Professionals (Mining)</b> will not be entitled for any separate monthly allowance including conveyance allowance, House Rent Allowance etc. However, in case, he/she is required to travel outside posting place in the context of the work/assignment, the Coal Controller Office shall reimburse the actual cost of travel and daily allowance as per Rules/regulations of the Central Government applicable to Group B Gazetted Officer.</p> <p>ii. The <b>Young Professionals (Mining)</b> will not be eligible for any other facilities such as residence, telephone, residential accommodation, CGHS and Medical reimbursement, personal support staff, transport facilities etc.</p> <p>iii. The <b>Young Professionals (Mining)</b> shall be eligible for 08 days leave in a calendar year on pro-rata basis. Therefore, the <b>Young Professionals (Mining)</b> shall not draw any remuneration for the absence in case of absence beyond 08 days in a year (Calculated on a prorata basis). Also unavailed leave in a year cannot be carried forward to next calendar year.</p> <p>iv. The <b>Young Professionals (Mining)</b> will be required to discharge the duties as assigned to him/her by the department.</p>

		<p>v. The Income Tax or any other tax liable to be deducted as per the prevailing rules will be deducted at source before effecting the payment for which the Coal Controller Office will issue TDS Certificate (s).</p> <p>vi. The <b>Young Professionals (Mining)</b> shall in no case, work for or represent in court or before any other authority tribunal etc or give opinion/advice to any person other than Department in any matter during the period of his/her engagement with CCO. Further in no case the <b>Young Professionals (Mining)</b> shall act or conduct anything with regard to any person or render any advice to CCO</p> <p>vii. The contract of <b>Young Professionals (Mining)</b> may be terminated, after giving one month notice in following situations:</p> <ul style="list-style-type: none"> <li>• If <b>Young Professionals (Mining)</b> is unable to do the assigned work.</li> <li>• Quality of the assigned work is not to the satisfaction of the Department.</li> <li>• If the <b>Young Professionals (Mining)</b> is absent from duty without due authorization.</li> <li>• If the Department, elects not to renew the contract of the Young Professional at the end of period.</li> </ul>
		<p>viii. Termination shall be effected by written notice of 30 days served to the <b>Young Professionals (Mining)</b>. The termination will be without prejudice to either party's rights accrued before termination.</p> <p>ix. CCO reserves the rights to terminate the contract without giving any explanation or whatsoever with immediate effect without any remuneration or notice period on the ground of proven misconduct.</p> <p>x. The <b>Young Professionals (Mining)</b> is required to give 30 days notice to the Department (CCO) in case he/she opts to quit the assignment.</p> <p>xi. Jurisdiction for legal disputes, if any arising during the period of the contract, will be in Delhi courts only.</p> <p>xii. The person who has worked as <b>Young Professionals (Mining)</b> shall not disclose the information received by him/her during the period of such engagement to any persons other than CCO at any time whether during continuance of such engagement or after its severance. Further, the <b>Young Professionals (Mining)</b> shall not represent, advice or work for any person for 02 years from the date of termination which may be detrimental to the CCO.</p>
11.	Selection Process	Selection of the <b>Young Professionals (Mining)</b> will be done on the basis of personal interview by a Selection Committee. Only the short-listed candidates shall be called for the interview. No TA or DA will be paid for attending the interview. At the time of interview, the shortlisted candidates shall have to produce their Certificates in original for verification.
12	Attendance and working days	<p>a. The Working hours of the <b>Young Professionals (Mining)</b> shall be same as regular Government employees working in CCO. No extra remuneration shall be allowed for working beyond office hours or on Saturdays/Sundays/ Gazetted Holidays. Compensatory leave in such cases shall be at the discretion of the competent authority.</p> <p>b. The attendance shall be marked in the attendance register.</p>

13	Confidentiality and Secrecy	<p>During the period of assignment with CCO, the <b>Young Professionals (Mining)</b> would be subject to the provisions of India Official Secrecy Act, 1923 and will not divulge any information gathered during the period of his/her assignment to anyone who is not authorized to know the same.</p> <p>Selected candidates shall provide integrity certificates from 2 references known to them</p> <p>A self undertaking shall be provided by the candidate to the effect that no criminal record or criminal case in any court is pending against him/her.</p>
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*Aarti Mahawar*  
21/1/24  
Aarti Mahawar)  
Dy. Director  
CCO/Delhi

## APPLICATION PROFORMA

Photo self attested

1. Post of which applying with mention station of posting :-
2. Format for Application
  - i. Name :
  - ii. Date of Birth:
  - iii. Address for correspondence:
  - iv. Contact No. Landline.....
  - v. Mobile.....
  - vi. Email.....

V. Academic Qualification (in reserve order, starting from the latest):

Sl. No.	Degree	year	Subjects	University/Institute	Class/Division	D distinction (if any)

- Attach separate copy if required.

vi. Professional Qualification (in reverse order, starting from the latest):

Sl. No.	Degree	year	Subjects	University/Institute	Class/Division	D distinction (if any)

- Attach separate copy if required.

vii. Details of working Experience (in OC/UG Coal Mines) in handle of Mining matter:-

viii. Relevant experience:-

- a. Total years of experience and name of organization.
- b. Year wise tasks of similar nature carried out during last three years
- c. Works of similar nature in hand and the expected date of completion.

ix. A short note on your suitability for the post.

Name & Signature of the applicant

Date :-

Place:-