



BHARAT COKING COAL LIMITED

(A Mini-Ratna Company)

(A Subsidiary of Coal India Limited) Koyla Bhawan, Koyla Nagar, Dhanbad, Jharkhand-826005 Website: www.bccl.gov.in CIN: U10101JHI972G01000918

Employment Notice No- 06/2016

Recruitment of Overseer (Civil), Junior Overman & Mining Sirdar

Bharat Coking Coal Limited, a Mini-Ratna Company, Govt, of India Undertaking engaged in Coal Mining activities invites applications from Indian citizens, who fulfill the prescribed qualifications, age, experience etc. for the posts indicated below through **ONLINE MODE** only.

S/N	Name of Post	Grade	Basic pay As per NCWA-IX ₹	Total Vacancy including backlog				Out of Total Vacancy Reserved for			
				UR	OBC (NCL)	SC	ST	Total	PWD	Categories of disabilities identified for job	Ex-Service-men
1	Overseer (Civil)	T&S-C	19035.02	35	07	07	17	66	1-OH 1-HH	OH (0A,0L,BL), HH	5-UR 1- 0BC(N) 1-SC 2- ST
2	Junior Overman	T&S-C	19035.02	113	29	34	134	310	-	-	-
3	Mining Sirdar	T&S-C	19035.02	62	34	64	185	345	-	-	-

The above number of vacancies is tentative and may vary depending on the requirement.

Abbreviations: PWD- Persons with disabilities, OH= Orthopedically Handicapped, OA- One Arm, OL=One Leg, BL=Both Leg, HH= Hearing Handicapped, UR-Un Reserved, OBC (NCL)-Other Backward Class (Non Creamy Layer). SC-Scheduled Caste, ST-Scheduled Tribe,, ,.

Note:

- A Candidate can apply for only one post.
- Reservations for SC/ST/OBC(Non Creamy Layer)/Ex-Serviceman/ PWD candidates will be as per Govt, of India guidelines.
- Cut of date for eligibility criteria mentioned in respect of age, qualification and experience will be as on 07.07.2016.

1. MINIMUM QUALIFICATION :

S/N	Name of Post	Minimum Qualification
1	Overseer (Civil)	i Should have passed the Matriculation or equivalent examination.

		ii	Should possess a recognised Diploma in Civil Engineering (3 Years)
2	Junior Overman	i	Diploma in Mining Engineering of 3 (Three) years duration from recognized institute.
		ii	Valid Overman's Certificate of Competency issued by Director General of Mines Safety (DGMS)
		iii	Valid Gas Testing Certificate
		iv	Valid First Aid Certificate
3	Mining Sirdar	i	Valid Mining Sirdar's Certificate issued by Director General Mines Safety (DGMS)
		ii	Valid Gas Testing Certificate
		iii	Valid First Aid Certificate

2. AGE LIMIT & RELAXATIONS :

The candidate must have completed 18 years of age and also should not be more than 30 years of age as on 07.07.2016, however, the upper age limit as mentioned above is relaxed by:-

(a) 05 years for SC & ST candidates

(b) 03 years for OBC candidates (Non Creamy Layer)

(c) The upper age limit is relaxed by 10 years for PWD candidates, 15 years for PWD candidates belonging to SC/ST and 13 years for PWD candidates belonging to OBC (NCL) on production of disability certificate having 40% or more disability as required under rules.

(d) Age relaxation by 5 years for candidates who were ordinarily domiciled in the state of Jammu & Kashmir during the period 01/01/1980 to 31/12/1989. Any applicant intending to avail the relaxation under this category shall have to submit a certificate from the District Magistrate in Kashmir Division within whose jurisdiction she/he had ordinarily resided or any other authority designated in this behalf by the Govt, of Jammu & Kashmir to the effect that she/he had ordinarily been domiciled in the Kashmir Division of the State of Jammu & Kashmir during the period from 01-01-1980 to 31-12-1989.

(e) For Ex- Serviceman: Service rendered in Armed Forces plus 03 (three) years in addition to above mentioned age limit on production of proof of services subject to maximum of 50 (fifty) years of age

(f) Ex-Servicemen who have already secured employment in civil side under Central Government in Group 'C & 'D' posts on regular basis after availing of the benefits of reservation given to Ex-Servicemen for their re-employment are NOT eligible for fee concession or for claiming benefits of reservation under ESM Category. However, they are eligible for age relaxation only.

(g) Age limit shall not be a bar for departmental candidates i.e. employees of Bharat Coking Coal Limited/CIL & its subsidiary companies fulfilling other eligibility criteria. However, they shall ensure that they are in possession of 'No Objection Certificate' from their employer and produce the same at the time of joining if selected. Candidates who do not produce 'NOC will not be allowed to join

(h) Caste Certificate in respect of SC/ST/OBC candidates is to be submitted in Prescribed Performa issued by the following Authorities:

(i) District Magistrate /Additional District Magistrate / Collector/Deputy Commissioner/Additional Deputy Commissioner /Deputy Collector/ First Class Stipendiary Magistrate/ Sub-Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/Extra Assistant Commissioner (not below the rank of First Class Stipendiary Magistrate)

ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.

iii) Revenue Officer not below the rank of Tehsildar.

iv) Sub-Divisional Officer of the area where the candidate and/or his family normally resides.

(i) Vacancies for OBC category are meant only for OBC candidates coming under Non Creamy Layer (NCL) as defined under Government Rules. Certificate should be in the prescribed format.

3. REMUNERATION AND OTHER BENEFITS

The above posts carries annual increments @3% of Basic Pay along with other allowances and benefits such as SDA, VDA, Earned leave, Sick leave, Causal Leave etc. as per provisions of National Coal Wage Agreement (NCWA). Medical facilities for self and dependent family members, Gratuity, Coal Mines Provident Fund and Pension under CMPS 1998, Company's accommodation or HRA etc. will be admissible as per Company's Rules.

4. APPLICATION FEE (Non- Refundable)

All Candidates except SC/ST, PWD/Ex-Serviceman and departmental candidates, applying for any of the aforesaid posts are required to submit APPLICATION FEE of Rs. 200/ (Rs. Two Hundred only), excluding bank charges. The bank charges, if any in addition to the above application fee shall be borne by the candidate.

Ex-Servicemen who have already secured employment in civil side under Central Government in Group 'C & 'D' posts on regular basis after availing of the benefits of reservation given to Ex-Servicemen for their re-employment are NOT eligible for fee concession.

The last date for making the Payment of Application Fee is 10.07.2016 (17:00 Hrs).

The candidates are required to submit Application Fee through "SBI-i-Collect option" only with one of the following modes-

- a) SBI Internet Banking, other major bank's Internet Banking; Debit/Credit Cards
- b) Cash Payment through e-challan at branches of SBI: Candidates have to create e-challan by providing necessary details as required in SBI, i-Collect option and necessary application fee in cash should be deposited in any SBI branch through this e-challan.
- c) The application fee is non-refundable, hence; candidates are required to confirm and satisfy themselves about the eligibility criteria etc. before submission of Application Form.

IT IS IN THE INTEREST OF THE CANDIDATES TO USE ONLINE MODE INSTEAD OF CHALLAN MODE TO INSTANTLY COMPLETE THE REGISTRATION PROCESS AND GENERATE THE REGISTERED APPLICATION FORM.

5. SELECTION PROCESS:

a) Written Test: Candidates will require to appear in a written test comprising of Objective Type Multiple Choice Questions containing Two Section: Part-A- General Awareness Test (25 Marks), Part-B- Professional Aptitude Test (75 Marks)

b) The language of the test shall be bilingual, i.e. English and Hindi.

c) The test shall be conducted by using OMR sheets. Candidates are advised to make themselves well versed with the use of OMR Sheet.

d) **Original Documents verification:** Shortlisted candidates who qualify in the written test shall be called for original documents verification as per available vacancies at the relevant period.

e) **Initial Medical Examination:** The selected candidates will have to undergo medical examination by the Company's Authorized Medical Board and the final appointment / joining will be subject to declaration of Medically Fit by the Company's Medical Board only.

f) The final selection of candidates for recruitment shall be on the basis of Merit, i.e. marks obtained in the written test. However, eligibility criteria will be pre-requisite.

6. EXAMINATION CENTRE ;

The candidate should select any one of the following examination centre while filling the online Application Form.

a) Dhanbad

b) New Delhi

c) Bangalore

d) Kolkata

No change in centre of examination will be allowed under any circumstances. Hence, the candidates should select the centre carefully and indicate the same correctly in their applications. However, BCCL reserves the right to cancel any centre or add any new Centre and ask the candidates of that Centre to appear at another Centre. Company also reserves the right to divert candidates of any Centre to any other Centre to appear in the examination.

7. PRE-REQUISITE FOR MAKING ONLINE APPLICATION

Before Registering/Submitting online application on the website, the candidates should follow the instructions given in advertisement/website and possess the following :

a) **Valid E-Mail ID and Mobile No.:** The E-Mail ID and Mobile No. entered in the Online Application Form should remain valid / active until the recruitment process is completed. No change in the E-Mail ID and Mobile No. will be allowed once submitted. The candidate himself/herself will be responsible for wrong or expired E-Mail ID & Mobile No.

b) **PHOTOGRAPH:** One recent coloured passport size photograph preferably with white background, not more than three months old is to be SCANNED AND UPLOADED in the space earmarked in the Online Application Form. File size of the photograph should be between 20kb-40kb.

c) **SIGNATURE:** Signature (in Black ink) against white background is to be SCANNED and UPLOADED in the space earmarked in the Online Application Form and as per the guidelines given on website. Candidates must ensure that the signatures are identical throughout the Recruitment process at all stages and/or places. If any variation is found between the signatures, the candidature is liable to be cancelled. Candidates are advised to confirm their uploaded signature is clearly visible/identifiable at the appropriate place. File size of signature should be between 10kb-20kb.

8. HOW TO APPLY :

Online Applications for the posts shall be submitted in three steps as under:

Step-1 : Filling up of Online Application Form

Step-2 : Payment of Application Fee (if applicable)

Step-3 : Dispatch of 'Registered Application Form, and supporting documents to The Advertiser (BCCL), Post Box No: 9248, Krishna Nagar Head Post Office, Delhi - 110051

Step-1 Filling up of Online Application Form

- a) In Step-1, Candidates are required to visit the Company's Website www.bccl.gov.in and click on "Career in BCCL"
- b) Candidate will have to fill up the requisite information like Candidate's Name, Gender, Date of Birth, Category, Religion, whether Person with Disability, whether Departmental employee, Written Test Centre, Post applied for, Educational Qualification, E-mail ID, Mobile Number, Experience, Communication Address, Registration No of Employment Exchange, if registered, Declaration, etc. On submission of Details, Candidate will be prompted to check the filled up details and fill/make corrections if any. At this stage candidates should verify the entries and make corrections, if required.
- c) Photograph and Signature are to be up-loaded as per instructions given on the website in the link "Guidelines for scanning the Photograph and Signature". The image file of Photograph and Signature should be in JPG or JPEG format. There will be 2 separate links for uploading Photograph and Signature. Click on the respective link "Upload Photograph and Signature". Online Application Form will not be Accepted/Registered unless the candidate uploads his/her photograph and signature as specified.
- d) After uploading, Candidates have to preview the uploaded images. Here the candidate is advised to see that, his/her uploaded photograph is clearly visible/ identifiable in the appropriate row and the specimen signature is also visible in appropriate space. If for any reason uploaded images are not up to the mark then the candidate can upload these images again by following the same procedure. In no case these spaces should be swapped. If the candidate is satisfied with the uploaded images, he/she may proceed further.
- e) Submission of Application: The candidate may review all the filled information before clicking on the declaration. The candidate should cross check all the details filled in the Online Application, before finally submitting the same, as no correction will be possible after submission. If a candidate finds that all the filled in information are correct then he/she can select the declaration and click on final SUBMIT button given on page, otherwise EDIT the information and thereafter click on the SUBMIT button.

Step-2: Payment of Application Fee

A. For the candidates Exempted from Application Fee (SC/ST, PWD, Ex-Serviceman and departmental candidates)

- a) Once a candidate clicks on SUBMIT button a 'Registered Application Form' will be generated having unique Registration Number. Candidates are advised to take a print of the 'Registered Application Form' for their records and future reference. A copy of the printed 'Registered Application Form' along with other documents satisfying eligibility of the candidate is also required to be sent to The Advertiser (BCCL), Post Box No 9248, Krishna Nagar Head Post Office, Delhi-110051.
- b) Candidates exempted from Application fee will get a Registration Number as confirmation through SMS and/or E-mail, which can be used along with combination of Date of Birth to print the Registered Application Form. Thus the process for registration of Candidates exempted from Application Fee gets completed. The Registration number along with Date of Birth can also be used for downloading the Admit Card 15 (fifteen) days prior to the date of examination which shall also be notified in the designated website (www.bccl.gov.in). In case the candidate is not able to take the printout of the Registered Application Form and also does not receive SMS and/or Email indicating Registration Number, the candidate can download / access the same by link "Click here to Print/Reprint Registered Application Form."

B. For the candidates who have to pay Application Fee (Non-Refundable)

1. A link will be provided on the website for payment which would take the candidate to <https://www.onlinesbi.com/> after making the PROVISIONAL Registration. The candidate would then follow the instruction as given on SBI Link to complete the payment. The candidate can make payment through Internet banking/ Debit Card (Visa or Masters) / Credit Card (Visa or Masters) / Bank e- Challan. **After making the payment a Payment Slip will be generated on screen, the candidates should take the print of that payment slip or save for further reference.**

2. Candidates who wish to make payment through e-Challan will visit the same link <https://www.onlinesbi.com/> and follow the instructions to download the e-Challan. The candidate will visit the nearest SBI branch to make cash payment and obtain SBI Collect Reference Number and revisit the online portal to furnish the necessary payment details to complete the registration process.

3. Candidates who wish to make the payment later on should click on the link: "Click here to Print/Reprint Registered Application Form" to make the Payment of Application Fee if earlier attempt was not successful the candidates should click on "RE-LOGIN" given on the website (www.bccl.gov.in).

4. It is mandatory to submit the details of SBI Collect Reference Number (10 digit alphanumeric reference number starting with DU) printed on e-receipt and deposit date again in online portal by login through Unique Payment Reference Number after making the payment. If a candidate fails to submit these details in online portal within due date after making the payment, his/her application shall be treated as INCOMPLETE and summarily be rejected.

5. Bank commission charges will be borne by the Applicants. In case the candidate deposits the fee in a wrong account, BCCL will not be responsible. Application Fee deposited after 10.07.2016 (17:00 Hrs) will not be valid.

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