



No. NCL/SGRL/MP/Notification/19/328

Date : 10.09.2019

## **NOTIFICATION**

Applications are invited from deserving / qualified persons for the following services on contract basis at Northern Coalfields Limited (A Subsidiary of Coal India Limited). Retired employees of CIL & its subsidiaries, PSUs/autonomous organizations of Central/State governments may apply for providing their services.

### **TITLE : SERVICE PROVIDER (REVENUE)**

**Services to be provided (SCOPE of WORK)** :- The candidate shall have to work under the direction and supervision of General Manager(L&R), NCL and shall assist the department in following :-

1. In getting Khasra Plan & Khasra records from District Revenue authorities;
2. In getting legal documents from various courts and handling/processing of various court cases including Estate Officer court cases;
3. Verification/authentication of revenue records, land plans, land records and documents related to payment of compensation of land and assets, physical verification of land and assets, preparation of land acquisition details;
4. Preparation & processing of compensation roll and R&R benefits for disbursement; Preparation, verification/authentication and processing of employment files;
5. Assistance in eviction, demolition of houses and physical possession of land;
6. Any other job related to Land and Revenue as and when assigned.

### **Terms & Conditions :-**

1. **Service provider should be an individual with following qualification & experience** **Qualification** : Matriculation or equivalent examination passed from any recognized Board of examination AND Amanat examination certificate or Surveyorship certificate from I.T.I./equivalent recognized certificate in Surveyorship.  
**Experience** : Should have retired from CIL or its subsidiaries, PSUs/Revenue department of Central/State governments with minimum 02 years' experience as Amin under State/Central Govt. or experience in the relevant filed as stated in the Services to be provided/Scope of work.
2. **Service charge payable to service provider** : An estimated consolidated service charge @ Rs.17,706/- p.m. shall be paid to each service provider for their engagement excluding Sundays (@ Rs.681/- p. day i.e. Minimum wages for Highly skilled employees for Mines as Notified by Central Government (as on date) subject to revision from time to time as may be notified.
3. **Accommodation** : Shared accommodation will be provided by the Company.
4. **Period of engagement** : Through one year contract, extendable for another one year depending upon requirement and satisfactory performance subject to maximum upto 65 years of age during contract period.

### **Other terms and conditions :-**

1. Age should not be more than 63 years on the date of application. However their age should not exceed 65 years during the period of engagement.
2. The selected candidates would be stationed at any of the Estb./ Areas or HQrs. of Northern Coalfields Ltd.
3. The engagement of Service provider shall be subject to medical fitness to be certified by Company's Medical Officer.

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4. For Outstation services, if required, TA/DA will be paid as per CIL TA Rules, 2010 as amended from time to time as applicable for non-executives.
5. **LEAVE** : One day paid leave for every 20 days of attendance shall be allowed to the service provider. Un-availed leave shall not be allowed to be encashed after expiry of contract period.
6. **Medical Facility** : Free Medical facility will be provided in the Company's Hospital/Dispensary.
7. **Notice period for termination of contract** – One month's notice or consolidated compensation amount in lieu of, from either side shall be payable. The contract shall stand terminated on attaining the age of 65 years.
8. The Service provider, so engaged, has to maintain absolute integrity and secrecy of the Company's business and shall not engage him/herself with any other business during his/her tenure as Revenue Inspector with Company. He/ She shall perform the duties with full diligence.
9. Number of service providers will be decided by the NCL management according to requirement.
10. Selection will be done through interview process by the NCL management.
11. **Engagement of Service Provider (Revenue) in NCL is purely temporary and no claim for permanent employment or regularization to any post shall be entertained at any stage of their engagement or thereafter.**

**Application containing** – (1) Ref. No. & date of Advertisement/notification; (2) Name ; (3) Father's/ Husband's name ; (4) Date of birth ; (5) Present/Permanent address for communication ; (6) Contact No. & Mail ID ; (7) Caste – Gen/SC/ST/OBC ; (8) Educational/Tech. qualification (self attested certificates to be enclosed) ; (9) Experience ; (10) Special achievements, if any ; (11) Designation held and Employee No. (prior to retirement), if retired from CIL or its subsidiary ; (12) Name of the organization from where retired; (13) Details of any departmental/court case pending, if any, on the date of application ; (14) Any other information - **must reach in the office of "General Manager(Pers), NCL, Post – Singrauli, Distt-Singrauli (MP) PIN-486889" through registered post/Speed post or through personal delivery not later than 30.09.2019 by 5.00 pm.**

**Date of birth proof, Educational/Technical Qualification certificate, Experience certificate from previous employer/organization or relieving certificate issued at the time of retirement.**

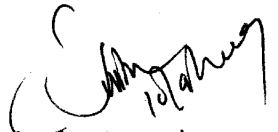
The Company or NCL management shall not be held responsible for delay in transit, if any. Applications received in this office after due date will not be considered.

All correspondence with the candidate shall be made on the address given on the body of application.

Selection of the candidate will be done based on the suitability of the candidate through an assessment/interview process.

NCL management reserves the right to shortlist candidates for interview/selection process. No TA/DA will be paid to any candidate for appearing in interview/selection process.

The decision of Competent Authority in the matter will be final and binding upon all.



(Charles Juster)

General Manager(Pers), NCL

Distribution :-

1. The TS to CMD, NCL.
2. The TS to D(T/O)/D(T/P&P)/D(F), NCL.
3. All HODs, NCL HQrs.
4. All CGMs/GMs of Area, NCL.
5. All Notice Boards, NCL HQrs.

Copy to :-

1. All GM(P/MP/IR) – ECL/BCCL/CCL/CMPDIL/SECL/MCL/WCL.
2. The Dy.GM(System)/HOD, NCL – to arrange to upload the Notification on NCL website.
3. The Dy Manager(PR)/ PRO, NCL- to arrange to publish the notification in one Hindi and one English local newspaper.