

ईस्टर्नकोलफील्ड्सलिमिटेड

(कोलइंडियाकाएकअंग)

अध्यक्ष सह-प्रबन्धक निर्देशक का

कार्यालय,

संक्टोरिया, पो-दिशेरगढ़, जिला-वर्धमान,

पश्चिम बंगाल-713333

महाप्रबंधक(का/ओ.स.) का कार्यालय

CIN-U10101WB1975GOI030295.

फैक्स- 0341-2523586.

**EASTERN COALFIELDS
LIMITED**

(A Subsidiary of Coal India Limited)

Office of the Chairman-Cum-

Managing Director,

Sanctoria, PO: Dishergarh,

Dist. Burdwan. West Bengal - 713333.

Office of the General Manager

(P&IR).

CIN-U10101WB1975GOI030295.

Telefax- 0341-2523586.

Ref.No. ECL/CMD/C-6/Rectt./Acct-19/36/619

Date : 28.09.2019

EMPLOYMENT NOTICE

Eastern Coalfields Limited, a subsidiary of Coal India Limited engaged in coal mining activities in West Bengal & Jharkhand state invites applications from Indian nationals for filling up the following vacancies through Online mode :

1. DETAILS OF VACANCY:

Name of Post	Grade	Basic pay per month	Eligibility Criteria	Total Post				
				GEN	EWS	OBC	SC	ST
Cost Accountant/Accountant	Tech. Gr. A	Rs. 37063.41	Intermediate Examination of ICWA or CA.	25	5	15	8	4
				57				

*Post carry DA & other allowances as per National Coal Wage Agreement.

* No bar for higher qualification.

* 4% reservation for Physically Handicapped as per guidelines (**OA, OL, BL, only** can apply for the post)

*The management reserves the right to increase, decrease or cancel the number of posts notified at its discretion & such decision will be final and binding to all. In event of cancellation of notified vacancies the examination fee paid by the candidates will not be refundable.

2.1. AGE LIMIT:

Age of the applicants must not be below 18 years and above 30 years as on **01.04.19**.

2.2. AGE RELAXATION:

- For SC/ST Candidates: 05 years
- For OBC Candidates (Non-creamy layer): 03 years
- For Physical Handicapped Candidates: 10 years
- Relaxation of age for ex-service men as per Govt. guidelines.

* Date of Birth recorded in the Matriculation / Secondary Examination Certificate or an equivalent certificate will only be accepted, and subsequent request for its change will not be considered or granted.

* Candidates who seek age-relaxation must submit requisite PH/SC/ST/OBC/Ex-servicemen (Discharge certificate) Certificate from the competent authority issued in the prescribed format. Otherwise, their claim will not be entertained.

3. MODE OF SELECTION:

(i) The eligible candidates are to undergo a written test of 50 marks in 1 hr duration. The written test will be on General Awareness, Arithmetic, General English and matters related to the concerned subject. It will be an elimination round. The test will be conducted in OMR Sheet. The question paper will consist of Multiple Choice Question (MCQ) and the same will be evaluated through OMRS machine.

(ii) Successful candidates have to undergo Initial Medical Examination (IME)/Pre-employment Medical Examination (PME) by company's own doctors. Those found unfit will be disqualified for employment.

4.0.HOW TO APPLY:

The candidates will have to apply through ONLINE Mode by logging into the website www.easterncoal.gov.in > Recruitment Portal on and from **09.10.2019 to 23.10.2019**.

4.1. Processing Fee of Rs. 500/- (Non- Refundable):

Candidates are required to deposit Processing Fee in Power Jyoti A/C No. 35228997799 of State Bank of India (Sanctoria branch, code 06114). (Exempted for SC/ST/PH candidate). The challan form will be available on Recruitment Portal.

4.2. Pre-requisites for filling up Online Application Form:

- Valid E-mail ID which must remain active till the admission process is over.
- A scanned copy of recent color passport size photo & candidate's signature in JPG format not exceeding 30 KB, for uploading in the online application form.
- Scanned copy of Bank Deposit Challan for Examination fee, to be deposited in SBI in PDF format not exceeding 1024 KB (Exempted in case of SC/ST/PH).
- Scanned copy of valid caste/PH/Income and Asset certificate/Ex-Servicemen (Discharge certificate) for those applying for OBC(NCL)/SC/ST/PH/EWS/Ex-Servicemen category, respectively in PDF format not exceeding 1024 KB.
- A scanned copy of mark-sheet/Pass Certificate of class X and XII along with Pass Certificate of Foundation Course/Graduation and CA/ICWA Intermediate Pass Certificate in PDF Format not exceeding 1024 KB.

4.3. Filling up Online Application Form:

STEP 1: REGISTRATION

- Candidates are strictly advised to read the Instructions given in the HOME page of the application portal first.
- Candidates are advised to proceed by clicking on 'APPLY ONLINE' button at the bottom of the page, only if he/she fulfils the eligibility criteria for the post.
- Candidates are required to fill all the fields in Application Registration page with correct information carefully followed by clicking on 'Submit' button. The Name, Date of Birth and Email ID provided during registration cannot be changed / corrected later. Name and DOB should be in accordance with the High school Certificate.

- On successful registration, candidate will get a 'Registration Reference ID' displayed on the screen and same will be forwarded to his/her registered Email ID. Reference ID will be used as secured password for next steps of the Application process.
- After generation of 'Registration Reference ID', the Application Form can be filled up by logging in with the registered Email ID, Date of Birth and Password (Registration Reference ID) before the last date.

STEP 2: LOGGING IN and FILLING UP ONLINE APPLICATION

- Candidates will be automatically logged in after Registration; else they have to click on 'CHECK STATUS' button to login for filling up Online Application Form.
- After successful login, candidates will be redirected to 'APPLICANT HOME' page.
- Candidates are required to fill up the required details in Block letters. Incomplete Application must be saved by clicking 'SAVE APPLICATION' button. However completion of the Personal Information part is mandatory for saving the application. Application should be submitted finally only when all the sections of the Application Form i.e. Personal Information, Academic Records, Processing Fee details, uploading of all relevant documents viz. Photo, Signature Specimen and other Supporting Certificates (Qualification/Caste/Income & Assets/PH) are uploaded/filled up.
- The application can be edited until it is finally submitted. Once the Application is submitted, the details provided will be considered as final and no changes in this regard will be accepted at any time during the selection process. Candidates may download Application Form in PDF format for future reference.

5. BOND MONEY:

In case of selection, candidate has to submit an Indemnity Bond of Rs.1,00,000/- (One Lakh) in Non-Judicial stamp paper to serve the company for a period of minimum 3(three) years. In case, a candidate leaves the company after appointment but before serving 3(three) years, he/she will be liable to pay Rs. 1,00,000 (One lakh) to the company.

6. GENERAL INSTRUCTIONS:

- Candidates in their own interest are advised to go through ECL's website www.easterncoal.gov.in for latest information about the exam /corrigendum in this respect.
- **The candidature of the applicant would be accepted provisionally**, which is subject to verification of certificates and testimonials. Candidates are advised to go through the requirements of educational qualification, age, etc. before applying. If any claim made in the application is not found substantiated at any stage, the candidature will be cancelled and the Company's decision shall be final.
- **The Issue Date of all the desired certificates/testimonials should be before 23.10.2019.**
- Incomplete application will be liable for summarily rejection.
- Scrutiny of applications for the eligibility and Originals of all supporting documents will be verified at the time of IME.
- Successful Candidates in the written test will have to furnish hard copy of the Application Form along with attested copies of all supporting documents at the time of IME.
- Only those candidates, who are working in Govt./Semi Govt. Public Sector Undertaking should send No Objection Certificate along with hardcopy of downloaded application after submission of online mode. Candidates serving in other subsidiaries of Coal India in same capacity are not entitled to apply. They should try inter-subsidiary transfer.

- Signature of the candidates on Application form, Answer Sheet, Question Booklet & other prescribed places should be identical and must be in running hand, not in block/capital or disjointed letters or in shorthand or initials.
- Candidates seeking reservation benefits available for EWS/SC/ST/OBC(NCL)/PH/Ex-Serviceman must ensure that they are entitled to such reservation as per Govt. guidelines. They should also be in possession of valid Income & Asset/Caste/PH/Ex-Servicemen certificates in the prescribed format in support of their claim at the time of application.
- SC/ST/OBC(NCL) candidates are required to submit valid Caste Certificates issued from any of the following :
 - District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/ Additional Deputy Commissioner/ Deputy Collector/ 1st Class Stipendary Magistrate/ Sub-Commissioner (not below the rank of 1st class Stipendary Magistrate).
 - Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
 - Revenue Officer not below the rank of Tehsildar.
 - Sub-Divisional Officer of the Area where the candidate and/or his family normally resides.
 - Administrator/ Secretary to Administrator/Development Officer (Lakshadweep Islands).
- Candidates claiming for EWS category are required to submit valid Income & Asset Certificate issued from any of the following :
 - District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/ Additional Deputy Commissioner/ 1st Class Stipendary Magistrate/ Sub-Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner.
 - Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
 - Revenue Officer not below the rank of Tehsildar and
 - Sub-Divisional Officer of the Area where the candidate and/or his family normally resides.
- Candidates claiming for PH category are required to submit valid Disability Certificate issued by a Medical Board duly constituted by the Central or State Government. The Central / State Government may constitute Medical Board(s) consisting of at least three members out of which at least one shall be a specialist in the particular field for assessing locomotor disability.
- Request for change in category (EWS/SC/ST/OBC/PH), once filled in the online application form will not be entertained, and concession or relaxation extended for that category will not be applicable.
- Candidates are directed to submit only one application, and any request for change of any detail will not be entertained.
- Canvassing in any form shall lead to disqualification/forfeiture of candidature.
- Management reserves the right to reschedule or suspend or cancel or revise the recruitment process without assigning any reasons thereof.
- In case of any ambiguity/confusion, English version of the Employment Notice shall prevail.
- **There is no need to send hardcopy of Application Form or any other testimonials.**

S/d-
General Manager(P/Rectt.)
ECL Hq, Sanctoria.