



# नार्दर्न कोलफील्ड्स लिमिटेड Northern Coalfields Limited

(मिनीरत्न कंपनी) A Miniratna Company)

(कोल इण्डिया लिमिटेड की अनुषंगी कंपनी ((A subsidiary of Coal India Limited)

## अधिकारी स्थापना विभाग /Executive Establishment Department

CIN- U10102MP1985GOI003160

ISO 9001, ISO 14001, ISO 27001 & ISO 45001 Certified Company

पोस्ट-सिंगरौली कोलियरी, जिला- सिंगरौली (म. प्र.), पिन 486889 / Post- Singrauli Colliery, Distt- Singrauli (M.P.), PIN-486889

Phone: 07805- 256500 email: [gmeencl@coalindia.in](mailto:gmeencl@coalindia.in) website: [www.nclcil.in](http://www.nclcil.in)



No. NCL/SGRL/EE/Notification/Advisor (Excv)/2025/1863

Date: 29.12.2025

### Notification for Engagement of Full Time Advisor (Excavation) in NCL on Contract Basis under CIL'S Policy For Availing Services of the Retired CMD'S/Directors/Sr. Level Executives, etc. As Full Time/Part Time Advisors.

Northern Coalfields Limited (A Subsidiary of Coal India Limited) invites applications for engagement of one (01) **Full Time Advisor (Excavation)** from retired executives of CIL & its subsidiaries and other Coal PSUs on fixed tenure basis for an initial period of two (02) years which may be extended further in accordance with clause 4.1 (b) of the CIL'S Policy for Availing Services of the Retired CMD'S/Directors/Sr. Level Executives, Etc As Full Time/Part Time Advisors as amended thereof depending upon requirement and satisfactory performance. **VRS optees** will not be considered.

The eligibility criteria, terms of engagement, pay & allowances, other benefits are mentioned below.

Sl.	Particulars	Description
1.	Name of Post	Full Time Advisor (Excavation)
2.	No. of Posts	01 (One)
3.	Tenure of engagement	Initially the Contract Period will be for a period of 02 years
4.	Qualification	The candidate must be Engineering Graduate in Electrical/Electronic Engineering.
5.	Nature of work	<p>The services of Full Time Advisor (Excavation) will be utilized for assistance/advice to Directors/GMs/HODs as per requirement on day to day basis with following Jobs &amp; Responsibilities:</p> <p>a) To advice in resolving the issue related with different types of electrical and Drives systems arising in various electrical control systems, to overlook repair / overhauling of Cards at CMC and to advise in planning future course of action regarding in this field.</p> <p>c) To provide expert guidance &amp; support to the maintenance teams and also to pass on the skills to young engineers to ensure optimal performance and reliability of these critical assets of NCL</p>

		d) Any other jobs assigned as per requirement from time to time.				
4.	Maximum age limit for eligibility	Not more than 65 years during the Contract period.				
6.	Experience	<p>The Candidate must have retired from the post of <b>General Manager /E8 grade or equivalent from CIL or its subsidiaries or any other Coal PSU</b> with experience in following works/jobs:</p> <ul style="list-style-type: none"><li>a) Specializing in different types of electrical systems (DCEXX, Gem, DC2000 etc) of Dragline / Excavators.</li><li>b) Experience in knowledge of Electrical system of Draglines with a foresight to the needs of maintenance and operation.</li><li>c) Experience of rewinding and repair of electrical motors, generators, transformers etc.</li><li>d) Repairing of Electronics Cards and components, like IC, Microprocessors etc and other Electronics components and assemblies.</li></ul>				
7.	Remuneration and other Benefits	<p>(i) Consolidated monthly compensation/ Honorarium</p> <table><tr><th>Grade of Retd. Executive</th><th>Compensation /Honorarium (Rs./month)</th></tr><tr><td>For Retd. E-8 Gr. Executive</td><td>₹1,20,000/- per month</td></tr></table> <p>ii) <b>Conveyance charges:</b> Company shall provide conveyance for Full-time Advisors as per availability. However, where conveyance is not provided, they shall be eligible for 5% of consolidated pay per month as conveyance charge.</p> <p>iii) <b>Accommodation Facility:</b> Suitable company's accommodation shall be provided on availability. However, if company's accommodation is not available, HRA will be provided as per the applicable CIL HRA rules for X,Y and Z class of cities based on circular of DoE vide OM dated 07.07.2017</p>	Grade of Retd. Executive	Compensation /Honorarium (Rs./month)	For Retd. E-8 Gr. Executive	₹1,20,000/- per month
Grade of Retd. Executive	Compensation /Honorarium (Rs./month)					
For Retd. E-8 Gr. Executive	₹1,20,000/- per month					

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		<p>iv) <b>Re-imbursement for Mobile Telephones:</b> Re-imbursement for the use of mobile telephones based on the actual bills or ₹1000/- per month whichever is less.</p> <p>v) <b>Medical:</b> All executives of CIL covered under the Post Retiral Medical Benefits Scheme will continue to be governed by the said scheme. Those appointed, who were not under the roll of CIL, will be given the same coverage of benefit, if they are not covered under any post retiral medical scheme.</p> <p>(vi) <b>Leave:</b> The Advisor shall be entitled for paid leave of 15 days in every six months spell in addition to the paid holidays in the establishment. The paid leave shall be regulated as per the provisions of EL (Earned Leave) applicable to the executive cadre employees under the CIL Executive Leave Rules. However, the paid leave admissible as above is not encashable. The accumulated leave shall stand lapsed on the expiry of each period of engagement of Advisor.</p> <p>(vii) <b>TA/DA and other boarding/ lodging charges:</b></p> <ul style="list-style-type: none"> <li>• <b>On official tour :-</b> As per entitlement on their retirement restricted to air travel by Economy class only.</li> <li>• <b>On joining:</b> On engagement to the post of Advisor, if the Advisor is required to travel from out-station for joining duty, then he/she will be eligible for the cost of One ticket (for self) as per the entitlement mentioned above. On expiry of contract, also he/she will be eligible for one ticket (for self).</li> </ul> <p><b>Accommodation in Hotel:</b>  The Advisor will be entitled to Hotel Accommodation as per his entitlement at the time of his Retirement/Superannuation limited to Single Room, limited to the maximum of entitlement of E9 grade Executives. In case Boarding and Lodging is not provided by the Company, he/she will be eligible for DA as admissible at the time of his Retirement/Superannuation limited to maximum of entitlement of E9 level executives.</p>
8.	<b>Terms &amp; Conditions</b>	<p>a) The selected Advisor (Excavation) would be stationed at NCL HQ, Singrauli MP and will report to Director (Tech/Operation), NCL.</p>

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- b) The engagement of Advisor (Excavation) shall be subject to Medical Fitness to be certified by Company's Medical Officer.
- c) **Notice period for termination of contract** - one month's notice or consolidated compensation amount from either side.
- d) **Extension of Fixed Tenure** - Tenure of engagement can be extended on the approval of the Chairman-cum-Managing Director, NCL as the case may be.
- e) **Signing of the documents** - The Advisor shall give his proposals, suggestions, comments, advises, remarks, etc in writing under their signature and shall take accountability for the same. However, he will not supervise or control the day to day work of officials / employees of the company nor will he certify or pass bills pertaining to the department.
- f) **Secrecy**-The Advisor will maintain all information/ documents/ materials gathered during the course of the engagement in strict confidence. They will not copy or make notes of such information/ documents except in conjunction with the work for the Company. They will not divulge to anyone outside the Company or use any of the information/ documents/ materials gathered during the course of engagement for their own or anyone else's benefit, either during or after the terms of engagement with the Company. The aforesaid obligation shall also apply to proprietary/ confidential information/ documents of third parties received by them or the company in the normal course of the engagement with the Company.

The Advisor shall, while demitting the office, handover all information/ documents/ materials (in soft/ hard format) under their possession, during the engagement period, to the concerned HOD.

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- g) **Tax** - In case payment of GST is required, then the same shall be reimbursed on production of proof of such payment.
- h) **Reporting Relationships** - During course of the engagement, the Advisor will employ himself/herself efficiently, diligently and to the best of his/her ability shall devote his/her whole time and attention to the interest of the Company and generally carry out work as assigned to him/her and shall comply with all lawful orders and directions given by the CMDs/ Directors/ HoDs. He/She shall honestly, diligently and faithfully serve the Company and use utmost endeavor to promote the interest of the Company.
- i) **Expiry of Terms of Engagement** - Unless the ad-hoc period of engagement is extended further or terminated earlier by giving one-month notice or payment in lieu thereof, the engagement will come to an automatic end on the expiry of the period of engagement stipulated in the offer letter and no notice will be necessary.
- j) **Joining on appointment** - The Advisor is required to join within 15 days of the offer of engagement or in exceptional circumstances, as approved by the concerned Functional Director. In the event of failure to join within the stipulated period, the offer of engagement shall stand withdrawn automatically.
- k) **Prohibition on other Full time engagement** - Advisor shall not accept any full time appointment or post, whether advisory or administrative, in any other firm or company during the period of their engagement with CIL and its subsidiaries
- l) **Vigilance/ Departmental Clearances** - The rules of promotion on the matter of Vigilance/ Departmental shall hold good on the matter of appointments/engagements of retired officials of Coal India Limited.

Further, compliance to circular No. 07/05/21 dated 03.06.2021 of Central Vigilance Commission to be made regarding

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		procedure for obtaining Vigilance clearance before engaging retired officials other than that of Coal India Limited.  <b>Other Terms and Conditions will be as per CIL's policy in vogue.</b>

The Application forms can be downloaded from NCL's website [www.nclcil.in](http://www.nclcil.in) under the caption "Career-> Recruitment".

**Cut-off date for the eligibility will be 12.01.2026.**

Interested candidates fulfilling the above eligibility criteria may submit their resume along with following (self-attested) documents:

1. Proof of Age (Matriculation Certificate).
2. Superannuation Notice.
3. Certificates of Qualifications.
4. Details of Experience & Promotion.
5. Certificate of scale of pay.

These documents along with Application Format must reach in the office of "General Manager (HR)/HOD(EE), NCL, Post – Singrauli, Distt-Singrauli (MP) PIN-486889" latest by **12.01.2026 by 3.00 PM** by Registered Post/ Speed Post or through email on [gmeencl@coalindia.in](mailto:gmeencl@coalindia.in).

**The applicant should super scribe "Application for the post of Advisor (Excavation) NCL" on the envelope. In case of Application through E-mail "Application for the post of "Advisor (Excavation) NCL" should be mentioned in the subject.**

Following important points may also be noted:

- (i) Applications received after **12.01.2026 by 3.00 PM** to the office/email of General Manager (HR)/HOD(EE), NCL, Post – Singrauli, Distt-Singrauli (MP) PIN-486889 will not be considered and company will not be responsible for any postal delay/lost in transit in submission on application within specified time.
- (ii) NCL reserves the right to change the number of vacancies and cancel/restrict/modify/alter the engagement process, if required, without issuing any further notice or assigning any reason thereof. Any modifications/amendments, if any, in this notification will be given in NCL website only.

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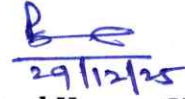
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(iii) All correspondence with the candidates shall be made as per his/her address given in the application. However, important information will also be available at NCL's website. NCL reserves the right to shortlist candidates for interview for the selection of the post of Full Time Advisor (Excavation). No T.A. will be paid to any candidate for appearing in interview.

  
29/12/25

**(Pramod Kumar Sinha)**  
**General Manager (HR)/HOD (EE)**  
**Northern Coalfields Limited, Singrauli**

**Distribution:**

1. GM (Min)/TS to CMD, NCL
2. TS to Director(HR), CIL, Kolkata
3. TS to D(HR)/ D(F)/D(T/O)/D(T/P&P), NCL
4. All GM/HOD(HR-EE) - CIL/MCL/ECL/BCCL/CCL/SECL/WCL/CMPDIL/NEC - For wide circulation in their Subsidiary Company
5. All GMs/HODs, NCL HQ
6. All GMs of Areas/Units, NCL.
7. CMS, NCL
8. GM (System) /HOD (System)-CIL/MCL/ECL/BCCL/CCL/SECL/WCL/CMPDIL/NEC - With a request for uploading of Notification on Company's website.
9. Dy Mgr (HR-EE)-I NCL(HQ)
10. All Notice Boards, NCL HQ.

**Copy for kind information:**

1. CMD, NCL
2. Director(HR)/Director(Fin)/Director(T/O)/ Director(T/P&P), NCL
3. CVO, NCL





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**APPLICATION FORMAT**

**FOR THE POST OF FULL TIME ADVISOR (EXCAVATION) IN NORTHERN COALFIELDS LIMITED, SINGRAULI**

- 1 Name (in block letter):
- 2 EIS No. (if retired from CIL):
- 3 Father/Husband's Name:
- 4 Present address for communication:
- 5 Contact Number:
- 6 Email ID:
- 7 Permanent address:
- 8 Caste- Gen/SC/ST/OBC:
- 9 Date of Birth :
- 10 Date of Superannuation with  
Superannuation Notice No.:
- 11 Educational qualification:

Sl. No	Examination Passed (10 <sup>th</sup> /12th /Graduation/PG/ etc.)	Board/ University	Year of Passing	Percentage of Marks

**12. Experience:**

(A) Whether the applicant has required experience in relevant field as per the notification. (YES/NO)

(B) If yes, details thereof:

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S. No	Name of the company with details	Details of posting (Designation, Grade & place of posting)	Period of work		Nature of work
			From	To	

13. Detail of employment before superannuation:

Name of Organization/ Deptt.	Last Post Held	Grade	Basic Pay with Grade Pay(where applicable)	Discipline	Period of last post held	Remark

14. Special Achievement (if any):

15. Details of any Vigilance/Departmental/Safety/Court/Police case (if pending):

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16. Any other Information relevant to the post:

**Declaration**

I, \_\_\_\_\_ (Name), hereby certify that the details furnished by me in point no. 1 to point 16 are true to the best of my knowledge and belief.

**Signature of the Candidate with date**

**List of Enclosures:**

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