

WCL/IR/MP/SELECTION/2025-26/ 514

Date: 18.10.2025

INTERNAL NOTIFICATION (ONLY FOR EMPLOYEES OF WCL)

Applications through proper channel are invited from departmental candidates of Western Coalfields Limited against the vacancies for selection to the following post as per the pay scale of NCWA - XI, who fulfil the following eligibility criteria according to the Cadre Scheme: -

Post	Vacancy	Minimum Qualification & Eligibility	Mode
Surveyor in T&S Gr. 'B'	19	a) Matriculation or equivalent Examination from any recognized Board of Examination OR Diploma in Mining/Mine Surveying Engineering of 03 years duration b) Valid Surveyor's Certificate of Competency (Un-Restricted) issued by Directorate General of Mines Safety (DGMS)	Selection

The following norms shall be adopted for empanelment of candidates who have eligibility as above:-

1. Candidates possessing other equivalent qualifications approved in that behalf by the Central Government or higher qualification in the respective discipline/higher statutory competency certificate are also eligible to apply.
2. As the above mentioned vacancies are for both UG and OC mines, candidates having restricted competency certificates will not be eligible for the notified post.
3. Those candidates who are newly appointed as dependent/PAP and who have not completed their 6 months training period as on the cut-off date will not be considered for Empanelment.
4. Monthly rated employees already working in a grade having higher initial basic pay or a statutory post will not be considered for selection.
5. Empanelment shall be done in the order of passing of Statutory Certificate, i.e. Surveyor's Certificate of Competency. In case, date of passing of Statutory Certificate is same, then date of appointment and if both are same then date of birth shall be taken into consideration for empanelment. In cases, where the date of passing of the Statutory Certificate is before the date of their appointment in the company, then their date appointment in the company shall be considered as the date of passing of statutory certificates for empanelment.
6. Reservation norms for SC/ST and PWD candidates will be followed as per rule.
7. The selected candidates shall be posted in any of the UG/OC Mines in different areas of WCL as per requirement.

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Instructions for filling up the application

1. The candidates are advised to go through the complete notification carefully for assessing & ensuring eligibility in accordance with the qualifications and other norms before submitting the application.
2. The candidates should send their applications in prescribed proforma (enclosed), affixing recent photograph duly attested by the controlling officer/unit-in-charge, along with self-attested educational/statutory certificates as per eligibility prescribed above **through proper channel only**.
3. The respective Controlling Officer/Unit In-charge shall ensure correctness of the details mentioned in the application, counter sign with seal the documents enclosed with the application in each case (on the basis of original document) and also ensure that the **Annual Performance Ratings** and **Departmental Clearance Certificate** in the application proforma is duly certified before forwarding the same to AHRM of the Area.
4. The AHRM of the Area must ensure that the original complete applications of only those eligible candidates, who have secured minimum **Good rating** in performance should be physically forwarded to GM (HR/IR) for consideration. In case of candidates of WCL HQ, the concerned HOD shall forward the applications to GM(HR/IR) as above.
5. The data of candidates in excel format (as per enclosed proforma) shall also be provided in soft copy for the notified post separately to GM (HR/IR) through email on **gmir1.wcl@coalindia.in**.
6. Applications submitted in any format other than the prescribed form may not be accepted. Applications received directly from any candidate shall not be entertained.

Important Note

1. Only those candidates who are willing to work in any Areas/Establishments of WCL on selection may apply against this notification.
2. The selected candidates shall be posted in UG/OC mines of WCL as per the requirement.

Important Dates

1. Last date of submission of the application by the applicant in concerned unit/establishment is **07.11.2025** and **applications received after 07.11.2025 will not be entertained**.
2. Cut-off date for determining the eligibility of the candidates as per cadre scheme will be the last date of submission of application i.e., **07.11.2025**.
3. Concerned areas must forward original complete applications and proforma of verified data both in soft and hard copy to IR Department, WCL HQ by **10.11.2025**.

All concerned are requested to please arrange to give wide publicity amongst the employees and also display a copy of this Notification on Notice Boards.

Encl: Application format & proforma for verified data


General Manager (HR/IR)


Copy to:

- GM – S&R/Prod., WCL HQ
- TS to D (HR), WCL
- All HODs/GMs, WCL, HQ
- All Area General Managers WCL Areas & CWS Tadali
- All Area HR Managers WCL Areas & CWS Tadali
- a) To ensure submission of applications of eligible candidates within the specified date i.e. 10.11.2025.
- b) Forward the applications of those candidates only whose APR is GOOD & above.
- c) Vigilance Clearance of eligible candidates should be sent separately.
- All Notice Boards, WCL HQ

**वेस्टर्न कोलफील्ड्स लिमिटेड****आवेदन का प्रारूप**

(बायो डाटा, सीआर एवं विभागीय अनापत्ति)

अधिसूचना क्र. एवं पद जिसके
लिए आवेदन किया गया है :

नाम :

पिता का नाम :

एन ई आई एस क्र° :

वर्तमान पदनाम / ग्रेड / श्रेणी :

जन्म तिथि :

लिंग :

प्रारंभिक नियुक्ति की तिथि :

मोबाइल नं. ईमेल :

यदि अनुसूचित जाति / जनजाति के हैं तो (जाति प्रमाण पत्र संलग्न करें) : SC / ST / NA (PLEASE TICK ANY ONE)

वर्तनाम कार्यस्थल : क्षेत्र इकाई : विभाग :

शैक्षणिक / तकनीकी योग्यता (साक्षात्कृत प्रतियां संलग्न करें)

क्र.	शैक्षणिक / तकनीकी योग्यता	पास होने की तिथि / वर्ष	श्रेणी	%	बोर्ड / यूनिवर्सिटी / संस्था
1					
2					
3					
4					

लंबित आरोप पत्र / जांच कार्यवाही/ दंडादेश (यदि हो तो) कि जानकारी :

घोषणापत्र

मैं यह घोषणा करता / करती हूँ कि मेरे द्वारा दी गई उपरोक्त जानकारी/विवरण सत्य है तथा उपरोक्त जानकारी / विवरण असत्य पाए जाने पर दंडात्मक कार्यवाही का हकदार रहूँगा / रहूँगी। मैं यह भी सहमति देता / देती हूँ कि उपरोक्त पद पर चयन होने पर जिस क्षेत्र / इकाई / विभाग में मेरी पदस्थापना की जाएगी मैं वहाँ अपना कार्यभार निर्धारित समयावधि पर ग्रहण करूँगा / करूँगी।

दिनांक : स्थान: (अभ्यर्थी का हस्ताक्षर)

नोट: उपरोक्त सभी स्थान (फिल्ड) अनिवार्य रूप से भरें अन्यथा आवेदन अस्वीकार किया जा सकता है।

पिछले तीन वर्षों के दौरान कार्य निष्पादन

2022-23	आउटस्टैंडिंग	बहुत अच्छा	अच्छा	()
2023-24	आउटस्टैंडिंग	बहुत अच्छा	अच्छा	()
2024-25	आउटस्टैंडिंग	बहुत अच्छा	अच्छा	()

नियंत्रण अधिकारी / यूनिट प्रभारी के हस्ताक्षर
(कार्यालयीन सील एवं दिनांक)**विभागीय क्लियरेंस**

यह प्रमाणित किया जाता है कि श्री / श्रीमती / कु के विरुद्ध कोई भी विभागीय कार्यवाही लंबित नहीं है ;

अथवाश्री / श्रीमती/ कु के विरुद्ध आरोप पत्र क्र. दिनांक
जारी किया गया है जिसकी जांच कार्यवाही लंबित है।नियंत्रण अधिकारी / यूनिट प्रभारी के हस्ताक्षर
(कार्यालयीन सील एवं दिनांक)क्षेत्रीय कार्मिक प्रमुख के हस्ताक्षर
(कार्यालयीन सील एवं दिनांक)

[PROFORMA]

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