

CIRCULAR

Invitation of applications for appointment as Domain Experts and Young Professionals in Ministry of Coal, New Delhi.

Ministry of Coal proposes to engage Domain Experts and Young Professionals for Sustainable Development Cell in Ministry of Coal.

2. Applications from eligible candidates are invited in the enclosed proforma (Annexure-I) along with the copies of certificates of Qualification and Experience.
3. Applications received incomplete or after due date will not be considered. Only shortlisted candidates will be intimated and called for the interview.
4. The duly filled application forms along with relevant documents should be submitted in the format given in Annexure -I and reach the Under Secretary (Establishment), Ministry of Coal, Room No. 351-A, A Wing, 3rd Floor, Shastri Bhawan, New Delhi -110001 **on or before 30.06.2020.**



[Sanjib Bhattacharya]
Under Secretary to the Govt. of India

TERMS OF REFERENCE

1.	Name of Post	Domain Expert
2	Number of posts	As per requirement
3	Essential Qualifications	Retired /working professionals having master degree from a recognized institution in environment planning, environment management, environment engineering or related subjects. (Forestry, Water management, etc.)
4	Experience	Having more than 20 years post educational qualification experience in the field of mine reclamation and environment management. Experience in GIS applications, team building, handling big research/reclamation projects, establishment of institutional capabilities etc. will be given preference.
5	Age Limit	Not exceeding 62 years.
6	Method of Engagement	Short term on contract basis.
7	Period of Contract	Initially for 2 years and may be extended further after review of performance. The decision of Ministry will be final in this regard.
8	Remuneration	Rs. 1,00,000/- (Fixed)

9	Other terms of Engagement	<p>(i) The Domain Experts will not be entitled for any separate monthly allowances including but not limited to conveyance allowance, House Rent Allowances etc. However, in case, he/she is required to travel outside Delhi in the context of the work/assignment, the Ministry shall reimburse the actual cost of travel and daily allowance as per the Rules/regulation of the Central Government applicable to Group B Non-Gazetted Officer.</p> <p>(ii) The Domain Experts will not be eligible for any other facilities such as residential telephone, residential accommodation, CGHS and Medical reimbursement, personal support staff, transport facilities etc.</p> <p>(iii) The Domain Experts shall be eligible for 08 days leave in a calendar year on pro-rata basis. Therefore, the Domain Experts shall not draw any remuneration for the absence in case of absence beyond 08 days in a year (calculated on a pro-rata basis). Also un-availed leave in a year cannot be carried forward to next calendar year.</p> <p>(iv) The Domain Experts will be required to discharge the duties as assigned to him/her by the Ministry.</p> <p>(v) The Income Tax or any other tax liable to be deducted, as per the prevailing rules will be deducted at source before effecting the payment for which the Ministry will issue TDS Certificate (s).</p> <p>(vi) The Domain Experts shall, in no case, work for or represent in court or before any other authority, tribunal etc. or give opinion/ advice to any person other than Ministry in any matter during the period of his/ her engagement with Ministry. Further, in no case, Domain experts shall act, or conduct anything with regard to any person or render any advice to Ministry which is adverse to the interest of the Ministry.</p> <p>(vii) The contract of Domain Expert may be terminated, after giving one month notice, in following situation</p> <ul style="list-style-type: none"> • If the Domain Expert is unable to do the assigned work. • Quality of the assigned work is not to the satisfaction of the Ministry.
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		<ul style="list-style-type: none">• If the Domain Expert is absent from duty without due authorization.• If the Ministry elects not to renew the contract of the Domain Expert at the end of period. <p>(viii) Termination shall be effected by written notice of 30 days served to the Domain Experts. The termination will be without prejudice to either party's rights accrued before termination.</p> <p>ix) Ministry reserves the rights to terminate the contract without giving any explanation or whatsoever with immediate effect without any remuneration or notice period on the ground of proven misconduct.</p> <p>(x) The Domain Expert is required to give 30 days' notice to the Ministry in case he/she opts to quit the assignment.</p> <p>(xi) Jurisdiction for legal disputes, if any arising during the period of the contract, will be in Delhi Courts only.</p> <p>(xii) The person who has worked as Domain Expert shall not disclose the information received by him/ her during the period of such engagement to any person other than Ministry at any time whether during continuance of such engagement or after its severance.</p> <p>Further, the Domain Experts shall not represent, advise or work for any person for 02 years from the date of termination which may be detrimental to the Ministry</p>
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10.	Selection Process	Selection of the Domain Experts will be done on the basis of personal interview by a Selection Committee. Only the short-listed candidates shall be called for the interview. No TA or DA will be paid for attending the interview. At the time of interview, the shortlisted candidates shall have to produce their Certificates, in original for verification.
11	Attendance and working days	(a) The working hours of the Domain Experts shall be same as regular Government employees working in Ministry of Coal. No extra remuneration shall be allowed for working beyond office hours or on Saturdays/Sundays/ Gazetted Holidays. Compensatory leave in such cases shall be at the discretion of the competent authority. (b) The attendance shall be marked in the Bio-metric system.
12	Confidentiality and Secrecy	During the period of assignment with Ministry of Coal, the domain experts would be subject to the provisions of India Official Secret Act, 1923 and will not divulge any information gathered during the period of his/her assignment to anyone who is not authorised to know the same. * Selected candidates shall provide integrity certificates from 2 references known to them. * A self-undertaking shall be provided by the candidate to the effect that no criminal record or criminal case in any court is pending against him/her.

[Sanjib Bhattacharya]

Under Secretary to the Govt. of India

Terms of Reference

1	Name of Post	Young Professional
2	Number of Posts	As per requirement
3	Essential Qualifications	Bachelors/Master degree in Environment Planning, Environment Management, Environment Engineering or related subjects.
4	Experience	1 year post qualification experience in the field of mining reclamation/environment management. Exposure on GIS mapping and related software will be given preference.
5	Age Limit	Not Exceeding 35 years
7	Method of Engagement	Short term on contract basis.
8	Period of Contract	Initially for 2 years and may be extended further after review of performance. The decision of Ministry will be final in this regard.
9	Remuneration	Consolidated remuneration of Rs. 75,000/- (Rupees Seventy Five thousand only) per month.
10	Other Terms of Engagement	<p>(i) The Young Professionals will not be entitled for any separate monthly allowances including but not limited to conveyance allowance, House Rent Allowances etc. However, in case, he/she is required to travel outside Delhi in the context of the work/assignment, the Ministry shall reimburse the actual cost of travel and daily allowance as per the Rules/regulation of the Central Government applicable to Group B Non-Gazetted Officer.</p> <p>(ii) The Young Professionals will not be eligible for any other facilities such as residential telephone, residential accommodation, CGHS and Medical reimbursement, personal support staff, transport facilities etc.</p> <p>(iii) The Young Professionals shall be eligible for 08 days leave in a calendar year on pro-rata basis. Therefore, the Young professional shall not draw any remuneration for the absence in case of absence beyond 08 days in a year (calculated on a pro-rata basis). Also un-availed leave in a year cannot be carried forward to next calendar year.</p>

(iv) The Young Professionals will be required to discharge the duties as assigned to him/her by the Ministry.

(v) The Income Tax or any other tax liable to be deducted, as per the prevailing rules will be deducted at source before effecting the payment for which the Ministry will issue TDS Certificate (s).

(vi) The Young Professionals shall, in no case, work for or represent in court or before any other authority, tribunal etc. or give opinion/ advice to any person other than Ministry in any matter during the period of his/ her engagement with Ministry. Further, in no case, the Young Professionals shall act, or conduct anything with regard to any person or render any advice to Ministry which is adverse to the interest of the Ministry.

(vii) The contract of Young Professionals may be terminated, after giving one month notice, in following situations:

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- If the Young Professional is unable to do the assigned work.
- Quality of the assigned work is not to the satisfaction of the Ministry.
- If the Young Professional is absent from duty without due authorization.
- If the Ministry elects not to renew the contract of the Young Professionals at the end of period.

(viii) Termination shall be effected by written notice of 30 days served to the Young Professionals. The termination will be without prejudice to either party's rights accrued before termination.

ix) Ministry reserves the rights to terminate the contract without giving any explanation or whatsoever with immediate effect without any remuneration or notice period on the ground of proven misconduct.

		<p>(x) The Young Professional is required to give 30 days' notice to the Ministry in case he/she opts to quit the assignment.</p> <p>(xi) Jurisdiction for legal disputes, if any arising during the period of the contract, will be in Delhi Courts only.</p> <p>(xii) The person who has worked as Young Professionals shall not disclose the information received by him/ her during the period of such engagement to any person other than Ministry at any time whether during continuance of such engagement or after its severance.</p> <p>Further, the Young Professionals shall not represent, advise or work for any person for 02 years from the date of termination which may be detrimental to the Ministry.</p>
11	Selection process	Selection of the Young Professionals will be done on the basis of personal interview by a Selection Committee. Only the short-listed candidates shall be called for the interview. No TA or DA will be paid for attending the interview. At the time of interview, the shortlisted candidates shall have to produce their Certificates, in original for verification.
12	Attendance and working days:	<p>(a) The working hours of the young professionals shall be same as regular Government employees working in Ministry of Coal. No extra remuneration shall be allowed for working beyond office hours or on Saturdays/Sundays/ Gazetted Holidays. Compensatory leave in such cases shall be at the discretion of the competent authority.</p> <p>(b) The attendance shall be marked in the Bio-metric system.</p>
13	Confidentiality and Secrecy	During the period of assignment with Ministry of Coal, the young professionals would be subject to the provisions of India Official Secret Act, 1923 and will not divulge any information gathered during the period of his/her assignment to anyone who is not authorised to know the same.

	<p>* Selected candidates shall provide integrity certificates from 2 references known to them.</p>
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	<p>* A self-undertaking shall be provided by the candidate to the effect that no criminal record or criminal case in any court is pending against him/her.</p>
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[Sanjib Bhattacharya]
Under Secretary to the Govt. of India

APPLICATION PROFORMA

1. Post for which applying:

2. Format for Application

I. Name:

II. Date of Birth:

III. Address for correspondence:

IV. Contact No. Landline.....

Mobile:.....

Email.....

V. Academic Qualification (in reverse order, starting from the latest):

S.No.	Degree	Year	Subjects	University/ Institute	Class/ Division	Distinction (if any)

- Attach separate copy if required.

VI. Professional Qualification (in reverse order, starting from the latest):

S.No.	Degree	Year	Subjects	University/ Institute	Class/ Division	Distinction (if any)

- Attach separate copy if required.

VII. Experience :Stating from the present/immediate last employer:

Name of Organisation, Post Held /reporting guide/in-charge officer	Period		Gross Emoluments	Nature of Job	Reasons for leaving
	From	To			

Total Research Experience :.....years Months(s0

Note: Experience without certificate shall not be considered].

VII. List of relevant technical and academic publications (if any).

VIII. Relevant experience:

a. Total years of experience and name of organizations.

b. Year-wise tasks of similar nature carried out during last three years.

Photograph
self-attested

c. Works of similar nature in hand and the expected date of completion.

IX. A short note on your suitability for the post.

Name & Signature of the applicant

Date:
Place:

F.No. A-12024/1/2020-Establishment
Government of India
Ministry of Coal

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Shastri Bhawan, New Delhi
Dated: the 6th May, 2020

OFFICE MEMORANDUM

Subject: Inviting applications for appointment as Domain Experts and Young Professionals in Ministry of Coal , New Delhi.

The undersigned is directed to forward herewith the text of the advertisement alongwith its enclosures for individuals for appointment as Domain Experts and Young Professionals in Ministry of Coal. The advertisement has been uploaded on the web-site of Ministry of Coal (www.coal.gov.in) and Central Public Procurement Portal (CPP) Portal.

2. The last date of submission of applications is **30th June, 2020**.
3. This issues with the approval of Competent Authority.

Encl: As Above.

[Sanjib Bhattacharya]
Under Secretary to the Govt. of India

To,

1. The Assistant Registrar, (Recruitment Cell),IIT,Delhi,Hauz Khaz,New Delhi -11016 .[iit.ac.in].
2. The Assistant Registrar, (Rec-II) Indian Institute of TechnologyRoorkee,Roorkee- 2477667 , Uttarkhand. [recruitment@iitr.ac.in].
- 3.The Registrar, Indian Institute of Technology,Kharagpur, Kharagpur,West Bengal, 721302.
- 4.The Registrar, Indian Institute of Technology, Bombay, Main Gate Rd., IIT Area Powai, Mumbai, Maharastra-400076.
- 5.The Registrar, Indian Institute of Technology, Madras, IIT PO Chennai, Tamil Nadu 60036.
6. The Registrar, Indian Institute of Technology, Kanpur, Kalyanpur Kanpur 20816, IIT PO Chennai, Tamil Nadu 60036.
7. The Registrar, Indian Institute of Technology, Guwahati, Assam- 781039
8. The Registrar, Indian Institute of Technology,Punjab,
9. The Registrar, Indian Institute of Technology, Bhubaneshwar, Argul Odisha.
10. The Registrar, Indian Institute of Technology,Gandhinagar, Gujarat.
11. The Registrar, Indian Institute of Technology,Hyderabad, Telengana.
12. The Registrar, Indian Institute of TechnologyJodpur, Rajasthan.

- 13 The Registrar, Indian Institute of Technology, Patna, Bihar.
14. The Registrar, Indian Institute of Technology Indore.
15. The Registrar, Indian Institute of Technology, Mandi, Kamand Campus, Himachal Pradesh.
16. The Registrar, Indian Institute of Technology Banaras, Varanasi.
17. The Registrar, Indian Institute of Technology, Palakkad, Ahalia Integrated Campur, Kozhippara, Kerela.
18. The Registrar, Indian Institute of Technology Agartala, Tripura.
19. The Registrar, Indian Institute of Technology Jharkhand.
20. The Registrar, Indian Institute of Technology Goa.
21. The Registrar, Indian Institute of Technology Jammu.
22. The Registrar, Indian Institute of Technology Nagrota, NH-44, Jammu, J&K.
23. The Registrar, Indian Institute of Technology Dharwad, Karnataka.
24. The Delhi college of Engineering, Delhi Technological University, Shahbad, Daulatpur, Main Bhawana Road, Delhi-42.