



**GUJARAT MINERAL DEVELOPMENT CORPORATION LTD.**

**AHMEDABAD**

**Advertisement for the post of General Manager-Coal Projects**

Application in the prescribed format is invited (as per Annexure) from willing and eligible professionals for engagement of **General Manager-Coal Projects** for Gujarat Mineral Development Corporation Limited on full time contractual basis as per details given below: -

1	Name of Post and Number of vacancies	:	<b>General Manager-Coal Projects - 02</b>
2	Job assigned/Job profile	:	<p>The General Manager-Coal Projects will report to Sr. General Manager (Tech-I).</p> <ul style="list-style-type: none"> <li>• Leading team members to create and implement strategies to achieve goals of Projects/Business Units.</li> <li>• Should have Greenfield experience, scheduling mine planning, development, and operational activities to meet department milestones.</li> <li>• Maintaining stakeholder relationships with local community, stakeholders, and clients.</li> <li>• Developing and implementing land acquisition strategies with landowners, local authorities, and community representatives.</li> <li>• Working with local administration and projects affected persons to achieve R&amp;R objectives.</li> <li>• Formulating budget and planning for resources allocation and utilization.</li> </ul>
3	Period of Contract	:	The contract initially would be for a period of <b>three</b> years and may be further extended for a period of two year in stages subject to functional requirements, appraisal of the performance and medical fitness of the individual.
4	Job Location	:	<ol style="list-style-type: none"> <li>1. Position for Burapahar Block, Sundargarh District, Odisha at Jharsuguda, Odisha</li> <li>2. Position for Baitarani (West) Block, Angul District, Angul, Odisha</li> </ol>

5	Eligibility Criteria	<ul style="list-style-type: none"> <li>• Candidates should have B.E./B.tech Mining Engineer from a reputed institute, possessing First-Class Mines Manager’s Certificate (Coal).</li> <li>• 20+ years of experience in managing Coal Mining Projects.</li> <li>• Possess at least 5 years of leadership experience in the development of Coal Mines in India (i.e. from Greenfield project stage to production stage).</li> <li>• Work experience must include demonstrated 10 years of managing the open cast coal mining projects with a minimum PRC of 10 MTPA, plus in necessary work streams like land acquisition, R&amp;R and key stakeholder management.</li> <li>• Detailed and practical knowledge of EC, FC processes for the mine opening is desired.</li> <li>• Must have experience in pursuing necessary permissions, NOCs, and Clearances from respective government departments together with managing third party consultants.</li> <li>• Should be well versed in software like Minex, Datamine and MS Projects to work with Public and Private Sector Clients.</li> <li>• Additional qualifications related to Project Management and Finance will be preferred.</li> </ul> <p>Experience in Odisha, Jharkhand and Chhattisgarh will be an added advantage.</p>
6	Remuneration	<p>The monthly consolidated remuneration will be based on the previous/current remuneration.</p> <ul style="list-style-type: none"> <li>• (Negotiable)</li> </ul>
7	Allowance	<p>Shall not be entitled to any allowance except transport facility.</p>
8	Travelling Allowance:	<p>The travelling allowance on tour, if any, shall be as per the rules and norms of GMDC Ltd.</p>

9	Terms of Contract	<p>: The engagement will be strictly contractual and will not confer any right for regular appointment in the organization including any allowance except transport facility and travelling allowance.</p> <p>The contract can be terminated by either side at any time by giving one month's prior notice. The GMDC Ltd. can terminate the contract immediately by giving one month's remuneration in lieu of notice period.</p>
10	How to Apply	<p>: Interested Candidate may apply in the prescribed proforma (as per attached <b>Annexure</b>) along with updated resume and self-attested copies of certificates of essential qualification and experience to the <b>General Manager (HR), GMDC Ltd., "Khanij Bhavan", 132 Ft Ring Road, Near University Ground, Vastrapur, Ahmedabad 380052,</b></p> <p>clearly indicating the post applied for on the envelope within stipulated time. Applications received incomplete or after due date will not be entertained.</p> <p>Last date for receipt of application is 20<sup>th</sup> December 2023</p>
11	Selection Procedure	<p>: A Selection Committee will scrutinize the applications and short list the candidates based on merits. The short-listed candidates will be called for Interview (TA will be given as applicable to GMDC's employees) or be interviewed through Video Conferencing as decided by GMDC Ltd. The decision of the competent authority on selection of candidates will be final and no correspondence on this subject will be entertained. GMDC may cancel advertisement and decide not to proceed in the matter for engagement of advisor at any stage to accept or reject any or all applications without giving any explanation, whatsoever.</p>

**General Manager (HR)**

**Contact us:**  
**Email: rpparekh@gmdcltd.com**

CONFIDENTIAL

Date: \_\_\_\_\_



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**EMPLOYMENT APPLICATION FORM**

**POST APPLIED FOR:** \_\_\_\_\_

**First Name** : \_\_\_\_\_

**Middle Name** : \_\_\_\_\_ **Last**

**Name** : \_\_\_\_\_

**Birth Date** : 

D	D	M	M	Y	Y	Y	Y
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**Gender:** \_\_\_\_\_

**Place of Birth** : \_\_\_\_\_ **Native Place:** \_\_\_\_\_

**Nationality** : \_\_\_\_\_ **Marital Status:** \_\_\_\_\_

**Category** :      
General SEBC SC ST

**Father/ Husband's Name:** \_\_\_\_\_

**Father/ Husband's Occupation:** \_\_\_\_\_

**Mother Tongue** : \_\_\_\_\_ **Blood Group:** \_\_\_\_\_

**PAN Number:** \_\_\_\_\_ **Adhar Number:** \_\_\_\_\_

**Passport Details** : \_\_\_\_\_

**Permanent Address:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Pincode \_\_\_\_\_

**Current Address:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Pincode \_\_\_\_\_

**Contact Number:** (M) \_\_\_\_\_ (R) \_\_\_\_\_ (O) \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Present Salary (P.M.):** \_\_\_\_\_ **Expected Salary (P.M.):** \_\_\_\_\_

**How soon can you join?** \_\_\_\_\_

**Have you been interviewed earlier by us? If yes, give particulars:**  
\_\_\_\_\_  
\_\_\_\_\_

**Academic Record (Starting from SSC or equivalent), also submit attested certificate.**

Examination	Institute	Board/ University	Year of passing	%/ CGPA / Grade	Major Subjects

**Details of Effective date of obtaining statutory Certificate (For Statutory Post).**

**Have you undergone any other Training? If yes, give details.**

**Mention your research/ publication, if any.**

**Mention your membership of Association indicating your role.**

**Extra Curricular Activities:**

**Language Proficiency:**

Language	Speak	Read	Write

**Are you prepared to give binding to serve the corporation for a period of 3 Years?**

Yes

No

**Experience Chronology along with certificates:**

Organization	Designation	Period			Job Description
		From	To	Total	

**Why do you wish to change?**

**Has any of your relative is/was employee of G.M.D.C. Ltd.? If yes, give details.**

**Do you know anybody in G.M.D.C.? if yes, give details.**

**References (Other than your relative):**

Sr. No.	Name	Occupation	Address & Contact No.

**Any other ability/ Information in support of your application**

I declare that all the details given in this form are correct and complete to the best of my knowledge and understanding and hereby agree that any misrepresentation therein may cause rejection of my application or termination of my service without notice or compensation thereafter.

I confess that I am not involved in any Criminal matter Or Police inquiry.

I agree that my employment will be subject to transfer to any project by the Corporation.

**Date:** \_\_\_\_\_

**Place:** \_\_\_\_\_

\_\_\_\_\_  
(Signature of Applicant)