



CEMENT CORPORATION OF INDIA LIMITED
(A GOVT. OF INDIA ENTERPRISE)
BOKAJAN CEMENT FACTORY



ADVERTISEMENT NO... BKO/FTC/ADVT-02/2024
ENGAGEMENT OF EXPERIENCED PERSON ON FIXED TERM CONTRACT BASIS

Cement Corporation of India Limited, a Central Government Public Sector Enterprise engaged in the manufacturing and marketing of cement, is committed to achieving its vision of becoming a sustainable cement company. To support this vision, CCI at Dillai Parbat Limestone Mines (Bokajan Cement Factory) is looking for committed, promising, and result-oriented candidates. CCI proposes to engage qualified and experienced professionals for the following positions on a *fixed-term contract (FTC)* basis at Bokajan Cement Factory.

Sl. No.	Post	No. of Vacancy	Educational Qualification / Statutory Certificate	Upper age limit	Consolidated Emoluments
1	Asstt. Manager Mines (2 nd class holder)	1	Diploma/Degree in Mining Engineering with 2 nd Class Certificate of Competency (Restricted) issued by DGMS as per MMR 1961 with minimum 2 years working experience in opencast Metalliferous Mines. Preference will be given to experience in Limestone Mines/higher educational qualification.	Max 45 Years	Negotiable
2	Mining Mate	1	Candidate must have valid Mining Mate Certificate of Competency (Restricted) issued by DGMS as per MMR 1961 with minimum 01 years working experience in Opencast Metalliferous Mines. Preference will be given to experience in Limestone Mines/higher educational qualification.	Max 40 Years	Negotiable

Interested candidates fulfilling the eligibility criteria for above respective posts may attend the walk-in-interview. No TA/DA will be paid for attending the interview.

Tenure of Contract: Initially for a period of 01 (One) Year which is extendable based on performance. The contract can be terminated any time by the Management, as per the requirement of the Corporation, without assigning any notice.

UPPER AGE LIMIT: Upper age limit / work experience calculated as on 01.10.2024.

HOW TO APPLY:

Candidates are required to apply offline using the prescribed form, which can be downloaded in Word/PDF format from the CCI website at www.cciindia.in/careers in the career section, which to be filled up by the candidate in English after carefully reading the eligibility criteria prescribed for each post. Applications must be submitted in the prescribed format in hard copy by post or email (Scan Copy). No other means or modes of application will be accepted, and applications in any other format will be rejected. If possible, candidates are encouraged to type and print their applications for submission. Candidates must enclose self-attested copies of the following certificates:

1. **Proof of Age-** Matriculation certificate having date of birth.
2. **Qualification -** All certificates (statutory requirements) and mark sheets from 10th, 12th and above.
3. **Experience:** Experience Certificate should be issued by the employer in support of experience with clear date of joining and relieving in support of experience details as furnished by candidate in the application form.
4. **Aadhaar Card.**
5. **PAN Card.**
6. The applicant should affix recent colour passport size photograph at top right side of the application form.

7. Candidates are required to have a valid personal e-mail ID and mobile number" It should be kept active during this recruitment process.
8. In case any discrepancy / contradiction reported at any stage during recruitment / after recruitment, the candidature of the candidate shall be rejected.
9. Application along with required documents should reach within the stipulated time.

GENERAL TERMS & CONDITIONS:

1. **Reservation** will be applicable as per Government of India guidelines.
2. **Medical Facilities:** During the period of contract, the selected candidates shall be eligible for IPD medical facility, for self only, as per rules of the CCI.
3. **Leave:** 20 (Twenty) days per year, which are non-encashable, however, same can be accumulated in case of extension of the contract by CCI.
4. **Provident Fund:** As per EPF & MP Act, 1952.
5. **T.A:** Governed by TA rules of the Corporation as applicable to level of employees.
6. **Maternity Leave:** As per Government of India Rules.
7. **Accommodation:** If required, corporation will provide residential accommodation at Dillai Parbat Lime stone mines township on nominal rent & electricity charges basis for attend the duties in shifts and during emergency requirement.
8. Filling-up of vacancies is solely at the discretion of the Management based on suitability of the candidates, and no claim will arise for appointment, if vacancies are not filled up due to unsuitability/insufficient number of candidates.

SELECTION PROCESS:

Application complete in all respect should be sent by post (sealed envelope-A4 size only)-Super-scribed "Application for the post of -----and sent to below mentioned address:

**DGM (HR)
CEMENT CORPORATION OF INDIA LIMITED
BOKAJAN CEMENT FACTORY
KARBI-ANGLONG
ASSAM-782490**

Or on email: cementcorporation2012@gmail.com / skumar@ccilttd.in.

The application should reach the above mentioned address on or before **15.10.2024 by 5:00 PM**, any application received after that the closing date and time will not be considered. Applications without supporting documents/incomplete/not full-filling the prescribed criteria in any respect shall be rejected.

Interested candidates have to appear for Walk-in Interview at Bokajan Cement Factory, Karbi-Anglong, Assam-782480, along with the original documents. Candidates who cannot appear physically for Walk-in-interview may give their option for online interview by sending an application along with relevant documents. Interview of such candidates will be conducted through online, necessary link on same day, interview time will be provided to the candidates separately & final results will be published after HR round at Bokajan. The candidature of the applicant would be provisional and subject to subsequent verification of certificates/ testimonials (HR round).

HR round:

Candidates shortlisted after interview are to appear for document verification. Candidates whose documents are not found to be in order shall be rejected summarily. Candidates will have to pass through each stage successfully (including Medical examination), before the final selection and appointment. Candidates, who fail in any of the criterion, will not be given any alternative employment and decision of the Corporation shall be final.

Selection is purely on the basis of Interview followed by document verification (HR round).

There will be no separate communication to any candidates on their non-selection at any stage.

The only and accepted mode of submission of application has exhaustively been explained from under title "**How to apply**". In case of any discrepancy, in the advertisements published in various newspapers/Employment News/Media etc., the contents as put on www.ccilttd.in will prevail. Any update, corrigendum etc. of this advertisement will be posted in our website only. The candidates are requested to keep visiting our website, i.e. www.ccilttd.in/careers regularly.

For clarification if any, you may E-mail to skumar@cciltd.in / cementcorporation2012@gmail.com or contact on 9678339930. You are requested to check your e-mail / CCI website regularly for further instructions if any in this regards.

Date and time of interview: 25.10.2024 / (Friday); 10.00AM onwards

Venue: Bokajan Cement Factory, Karbi-Anglong, Assam-782490

Note: All communications will be through e-mail. No separate call letter will be issued to the candidates.

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