



# CEMENT CORPORATION OF INDIA LIMITED

(A GOVT. OF INDIA ENTERPRISE.)

BOKAJAN CEMENT FACTORY

**AN ISO 9001 / 14001 & 50001 CERTIFIED COMPANY**

KARBI ANGLONG, ASSAM

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**ADVERTISEMENT NO. 03/2022**

Cement Corporation of India Limited is a Central Govt. Public Sector Undertaking engaged in manufacturing and marketing of cement. Bokajan Cement Factory proposes to engage qualified and experienced professionals, for the following positions on Fixed Term contract basis. A **Walk in Interview will be held on 19/11/2022** at Bokajan Cement Factory, Karbi Anglong Assam for the following posts:

Post Code	Name of the Post (Fixed Term Contract)	Discipline	No. of Posts	Cat	Upper Age (Yrs.)	Minimum Post Quali. Exp. (Years)
1	Mining Foreman	Mining	1	UR	35	3 years
2	Mines Geologist	Mining	1	UR	35	2 Years

## Essential Qualification & Experience required :

Discipline	Qualification	Statutory Certificate
Mining Foreman (Post Code 1)	Minimum 12 <sup>th</sup> Pass/ Diploma in Mining Engg.	Mines Forman certificate of Competency (Restricted) issued by DGMS as per MMR 1961 with minimum 03 years experience of Opencast Metalliferous Mines. Preference will be given to experience in Limestone Mines/higher educational qualification
Geologist (Post Code 2)	Degree in M.Sc. Geology	Minimum 2 years experience of opencast Metalliferous Mines. Preference will be given to experience in Limestone Mines/higher educational qualification

## I. General information & instructions

1. The appointment is purely on Fixed Term Contract and it is not permanent in nature. This engagement will not entitle any candidate to claim for regular/permanent employment in the company. On completion of tenure, the incumbent shall stand relieved automatically.
2. The initial tenure would be for **01 year**, which can be extended for **another 03 years**, based on the performance of the incumbent. The fixed term contract can be terminated by giving one month notice/contractual fee in lieu of the notice period, by either side. The contractual engagement shall be extended **up to a maximum of 04 years**, on the expiry of which, the contractual engagement shall stand terminated automatically.
3. Only Indian nationals are eligible to apply.
4. The selected candidates can be posted in Bokajan Cement Factory at Dillai Parbat Limestone Mines at any Unit/Office.
5. Those working in Govt./PSU may apply through proper channel/submit NOC at the time of interview or should submit proper relieving letter from present employer in the event of selection.
6. Mere fulfilling of eligibility criteria shall not confer any right to the applicant for being called for the interview/appointment. Canvassing in any form will disqualify the candidate.
7. The company reserves the right to cancel/amend the advertisement and/or the selection process there under. The number of positions filled may increase or decrease depending on the requirement.
8. All appointments will be subject to medical fitness as per company rule.
9. Candidates should ensure that they fulfil the eligibility criteria prescribed for the post they have applied in case it is found at any stage of selection process or even after appointment that the candidate has furnished false or incorrect information or suppressed any relevant information/material facts or does not fulfil the criteria, his/her candidature/services are liable for rejection/termination without notice. In case any discrepancy/ false information are detected at any later stage, the contract will be terminated immediately and legal action can also be taken as per extant rules.
10. All disputes/cases related to this recruitment process are subject to jurisdiction of courts of Delhi only.
11. CCI reserves the right to relax age/experience/qualification and other qualifying criteria in deserving cases.

12. Any corrigendum/clarification on this advertisement, if necessary, shall be uploaded on CCI website only & no separate press coverage will be notified for this purpose.
13. All correspondence will be made at e-mail id only as mentioned in the application form. No hard copies will be sent by CCI while corresponding with short listed candidates.
14. **Walk in Interview** will be held on **19 Nov 2022 at 09.00 AM**. The applicants are requested to appear with their applications duly completed in all respects as at below mentioned address:

**Bokajan Cement Factory,  
Cement Corporation of India Limited,  
P.O. Bokajan Cement Factory,  
Dist. Karbi Anglong  
Assam Pin- 782490**

15. All recruitment related information shall be available on our website: [www.ccilttd.in](http://www.ccilttd.in) at career section.
16. Candidate, who is having higher qualification, will not claim/seek any benefit on this ground from CCI at any stage.
17. No correspondence will be made with the unsuccessful candidates/candidates who are not shortlisted.

## **II. Reservation**

18. Reservation of Posts(s) for SC/ST/OBC/PWD/EWS are as per Govt. of India guideline.
19. **Age Relaxation: Upper age limit is relax able by 5 years in respect of SC/ST candidates and 3 years in respect of OBC (Non-creamy layer)** candidates against reserved positions only. Candidates belonging to the OBC Category are required to submit recently obtained Community Certificate in proof of their Community (issued in the Calendar year 2022), stating that they do not come under the creamy layer, from a Competent Authority, in the prescribed format. In respect of Persons with Disabilities (PWDs), upper age limit is relaxable by 05 years, which will be over and above the relaxation admissible for candidates belonging to SC/ST/OBC. For candidates who had ordinarily been domiciled in the State of Jammu & Kashmir during the period of 01.01.1980 to 31.12.1989, upper age limit is relaxable by 5 years. Relaxation will be extended as per rules in respect of Ex-servicemen/Commissioned Officers /ECOs/SSCOs who have rendered at least 5 years Defence service and have been released on completion of

assignment. Management has the right to reduce CTC requirement for backlog vacancies. For posts against UR (Unreserved), SC/ST/OBC may also apply alongwith UR. Strictly meeting the criteria eligibility for UR.

20. As per DoPT OM F.No. 36039/1/2019-Estt.(Res.) dated 19<sup>th</sup> January, 2019 & DPE OM FM 20(10)/99-DPE-GM-Part-2019-FTS-1517 dated 25.01.2019, the reservation to EWS is also applicable on submission of the requisite certificate, which will be verified from the issuing authority.

### **III. Selection Procedure:**

21. The eligible candidates appear for Interview based on declaration made in the application form. They should produce the original documents in support of their meeting eligibility condition at the time of Interview, if shortlisted; failing which such candidates will not be permitted to appear for the interview.
22. Mere fulfilling of eligibility criteria shall not confer any right to the applicant for being shortlisted for interview.
23. Other things being equal, eligible candidates with additional relevant professional qualification and having added experience in cement industry etc. will be given preference.
24. Post qualification experience will be reckoned from the date of passing the exam i.e. issuance of Degree or issuance of Mark sheet.
25. Only shortlisted candidates will be allowed for interview. CCI reserves the right to shortlist the candidates. No. correspondence will be entertained with the candidates not shortlisted for interview/written test.
26. Computer knowledge is essential for all posts.
27. In case of large number of applications is received against one post, short listing of candidates for interview will be done based on the relevant experience current CTC/monthly pay, higher qualification based on documents enclosed with the applications.
28. If required, written test/Group Discussion can be conducted for shortlisted candidates before interview for the posts.
29. The decision of Management regarding short listing for interview/selection will be final.

### **IV. Employment Status:**

30. Only post qualification experience will be considered. Post qualification experience will be reckoned after the date of passing the exam i.e. issuance of Degree of issuance of Mark sheet for all Posts.

31. On the last date of receiving application, the candidate must possess essential qualification and experience, as per the rules of the Corporation.

**V. For Information on Rejection of Application:**

32. The rejected applications will be weeded out after 06 months of the date of interview/cancellation of process and no separate communication/correspondence/information will be made on rejection.
33. Candidates are required to fill application prescribed form in word/ PDF format can be downloaded from CCI Website [www.ccilttd.in](http://www.ccilttd.in) in the career section before appearing for walk in interview.
34. Candidates will be required to appear with their application in the prescribed format in hard copy.
35. Candidates will be required to appear with all the original documents /certificate of qualification & experience and self attested copies of certificates mentioned below :
- i. **Proof of age** - **Matriculation certificate** having date of birth & **4 passport size photograph**
  - ii. **Qualification** - From Graduation and above.
  - iii. **Caste Certificate**(in case of SC/ST/OBC candidate – as per prescribed format for Central Govt.)
  - iv. **EWS certificate** as per DoPT guideline.
  - v. **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.
  - vi. **Pay scale for Govt. and Public Sector Undertakings:** Latest salary slip.
36. Certificate of CTC (for private Candidates) from latest employer – in case CTC certificate is not enclosed, only salary slip will be considered to determine annual CTC.
37. Candidates are required to have a valid personal email ID and mobile number/alternate number. It should be kept active during the currency of this requirement process. In case a candidate does not have a valid personal e-mail ID / mobile phone, candidate should create his/her new e-mail ID before applying. Under no circumstances, candidate should share/mention e-mail ID to/of any other person. This will be used to communicate with the candidate.
38. Candidate should thoroughly go through the vacancy notification first to let him/her know the eligibility, age criteria etc.

39. The candidate has to furnish certificate no. of SC/ST/OBC/PwD/EWS/Ex-servicemen and date of issue of certificates for availing benefits. Community/Cast Certificate should be in prescribed format as per order issued by Govt. of India time to time, for seeking age relaxation etc. These certificates would be verified for qualified candidates/candidates appearing for interview. The OBC certificate (Non-Creamy Layer)/EWS must be issued in the calendar year of 2022 for employment of Government of India.
40. Candidates are advised to choose the post judiciously and fill in the requisite details in the online application format carefully. No correspondence in this regard will be entertained.
41. In case any discrepancy/contradiction reported at any stage during recruitment/after recruitment, the candidature of the candidate shall be rejected.
42. Candidates should keep sufficient number of same photographs in reserve for future use which they are using in the application form.
43. Request for change of mailing address or e-mail address or mobile phone number will not be entertained under any circumstances.
44. At any stage, in case of discrepancy in language at any point of time i.e. in Hindi or any other regional language, version in English language will only prevail and will be final.
45. The onus of ensuring that candidate meets all the eligibility requirements will rest on the candidate himself/herself all through the recruitment process.
46. The posts, as given for Post Code 01 advertised are not suitable for person with Colour Blindness/Visually Handicapped persons.
47. CCI is not responsible for any printing error that might have inadvertently crept in.
48. 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 etc., the contents as put on [www.ccilttd.in](http://www.ccilttd.in) will prevail. Any update, corrigendum etc. of this advertisement will be posted in our website only. The candidate are requested to keep visiting our website, i.e. [www.ccilttd.in](http://www.ccilttd.in) regularly.

## **VI. Selection Process:**

- a. Medical examination  
Candidates shortlisted after interview are to appear document verification with their medical reports signed by Chief Medical Officer (CMO) of a Govt. Hospital, in the prescribed format of CCI as per Medical Standards of CCI.

The candidate's medical reports shall be examined by CCI's medical officer before document verification.

Candidates found to be medically unfit, as per CCI Recruitment Rules, will not be consider for document verification.

**b. Document Verification:**

Candidates appearing in Walk in Interview shall bring their necessary documents and original educational certificates and 2 sets of photocopies for each documents for further verification in line of the information furnished in the advertisement /or application submitted by the candidates. Candidates whose documents are not found to be in order shall be rejected summarily.

The selection process would judge different facets of knowledge, skill, comprehensive aptitude and physical fitness. Candidates will have to pass through each stage successfully (including Medical examination), before being adjudged as suitable for selection. Candidates, who fail in any of the criterion, will not be given any alternative employment and decision of the Corporation shall be final.

**IX. Other benefits:**

During the period of contract, the engaged candidate on fixed term contract basis, will be eligible for other benefits as given below:

**a) Remuneration :**

<b>Remuneration</b>	<b>Consolidated Contractual Fee* pm</b>	<b>Accommodation /HRA</b>
Mining Foreman (Post Code 1)	<b>Rs 30,000/-</b>	To be provided as per entitlement subject to availability of quarters
Geologist (Post Code 2)	<b>Rs 35,000/-</b>	To be provided as per entitlement subject to availability of quarters
<b>* On the successful completion of 01 year, the candidates will be eligible for annual increment in tune of 5%.</b>		

b) **Leave:** As per Mines Act/or Factory Act .

c) **Provident Fund:** As per EPF Act.

**X. The decision of Chairman & Managing Director, Cement Corporation of India in all matters relating to eligibility, acceptance or rejection of applications, penalty for false information, mode of selection, conduct of interviews, selection and posting of selected candidates will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.**

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