



NMDC LIMITED
(A Government of India Enterprise)
"Khanij Bhavan", 10-3-311/A, Masab Tank, Hyderabad-500028, INDIA.
Phone: + 91-40-23538713-20 Fax: +91-40-23538711

Employment Notification No. 10/2018

Date:19.09.2018

NMDC Ltd. a **Navaratna** Public Sector Enterprise under the Ministry of Steel, Government of India and a multi locational, multi product and consistently profit making Mining & Mineral Exploration Organization is in the process of massive expansion and diversification activities both in India and abroad.

2.0 NMDC is also setting up an Integrated Steel Plant at Nagarnar near Jagdalpur, Bastar District, Chhattisgarh State. The Company is looking for suitable Senior Retired Revenue Officer for Bastar Region for engagement as Advisor (Revenue) on contract basis, to be posted at Jagdalpur,.

Advisor (Revenue)

- a) **No of post: 01 (One)**
- b) **Scope of work:** Getting revenue related clearances etc., keep Revenue Records in proper manner & other related works and maintain good relations with Revenue Authorities of Dantewada and Jagdalpur. The officer has to go on tour to Dantewada, Bachel and Kirandul as per requirement.
- c) **Experience:** The candidate should be a retired Sr. Revenue official below the age of 65 years. He should have served for at least 15 years in Revenue field in Bastar Area out of which he/she should have worked at least two years as Nayab Tehsildar post. Candidate having long working experience in Bastar area will be preferred. He should possess good health.
- d) **Duration & Posting :** The duration of engagement of Advisor (Revenue) will be for a period of one year. The posting will be at Jagdalpur, however he/she will have to go on tour to Dantewada, Bachel and Kirandul as per requirement.
- e) **Remuneration:** The selected candidate will be paid monthly consolidated amount of Rs.75,000/- per month and shall be provided a vehicle for tour purpose only.
- f) Interested candidates meeting the above requirements may send their Bio-data as per the proforma enclosed at Annexure along with required copies of documents/certificates
- g) The candidate should super scribe the Employment Notification Number and Post applied for on the envelope before sending the application.
- h) The duly filled in bio-data should reach on or before **10.10.2018** to the following address.
**"Dy. General Manager (Pers.) (R&P), NMDC Ltd., 10-3-311/A,
"Khanij Bhavan", Castle Hills, Masab Tank, Hyderabad – 500 028"**
- i) Applications received after the above date will not be accepted and postal delay, if any, will not be the responsibility of NMDC Management.

DGM (Pers.)
NMDC Limited, Masab Tank,
Hyderabad.

BIO-DATA/CURRICULUM VITAE PROFORMA

Circular No. & Date : _____

Name of the post applied for _____

1. Name in full (in Block letters): _____

2. Father's/Husband's Name : _____

3. Date of Birth : _____

4. Address : _____

5. (i) Date of retirement (NMDC): _____

(ii) UEC / Token No. allotted by NMDC : _____

(iii) Grade at the time of retirement: _____

(iv) Period duration in the last Grade: _____

(v) Place of posting at the time of retirement: _____

(vi) Date of joining NMDC: _____

6. Category: ST/SC/OBC/Others. If Yes, please enclose certificate issued by the Concerned Authority.

7. Address for correspondence: _____

• Mobile: _____

• E-mail: _____

8. Academic and Professional Qualification:

Exam/Degree	Year of Passing	Name of Board/University	Marks Aggregated	Percentage

9. Employment History and Experience (From starting of employment to till retirement in NMDC)

Name of the Organization	Designation	Grade and Scale of Pay/CTC	Period		Nature of works attended to in brief
			From	To	

Declaration:

I hereby solemnly declare that all the statements made in the above proforma are true and correct to the best of my knowledge and belief.

Place:

Date:

Signature of the candidate

Address _____
