

No. : 7/79/2025-PESB

भारत सरकार
Government of India
कार्मिक एवं प्रशिक्षण विभाग
Department of Personnel & Training
(लोक उद्यम चयन बोर्ड)
(Public Enterprises Selection Board)

ब्लॉक संख्या 14, सी.जी.ओ. कॉम्प्लेक्स, लोदी रोड
 Block No.14, C.G.O. Complex, Lodhi Road
 नई दिल्ली / New Delhi- 110003

Dated : 20/02/2026

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|---|-----------------------------|
| सी. पी. एस. ई. का नाम NAME OF THE CPSE | Mahanadi Coalfields Limited |
| पद का नाम NAME OF THE POST | Director (Personnel) |
| रिक्ति की तारीख DATE OF VACANCY | 01.07.2026 |
| सी. पी. एस. ई. की अनुसूची SCHEDULE OF THE CPSE | Schedule B |
| पद का वेतनमान SCALE OF THE POST | Rs. 160000 – 290000 (IDA) |

I. COMPANY PROFILE

Mahanadi Coalfields Limited (MCL) was incorporated on 03.04.1992, with its registered office at Jagruti Vihar, Burla, Sambalpur, Odisha – 768020. The company is engaged in the production of coal ranging from Grade G-7 to G-16. Currently, MCL operates 3 underground and 15 opencast mines. In the current financial year, MCL produced 225.17 million tonnes (MT) of coal (previous year: 206.09 MT), with an offtake of 210.55 MT (previous year: 199.02 MT). The Profit Before Tax (PBT) of the company stands at 14,158.75 crore, as compared to 15,593.10 crore (restated) in the previous year.

The authorized and paid up capital of the Company was Rs. 1600 crores and Rs. 13,23.67/- crores respectively as on 31.12.2025.

The company employed 20699 regular employees [Executives 1732, Non-executives 18967] as on 31.12.2025.

Percentage share of CIL in MCL - 100%

II. JOB DESCRIPTION AND RESPONSIBILITIES

Director (Personnel) is a member of Board of Directors and reports to the Chairman and Managing Director. He/She is overall incharge of coordinating and implementing personnel and industrial relations policies, management functions, administrative control etc. in the organisation.

III. ELIGIBILITY

1. **AGE** : On the date of occurrence of vacancy (DOV)

| Age of superannuation 60 years | | | |
|--------------------------------|---|---------|---|
| Internal | | Others | |
| Minimum | Maximum | Minimum | Maximum |
| 40 | 2 years residual service as on the date of vacancy w.r.t. the date of superannuation. | 40 | 3 years residual service as on the date of vacancy w.r.t. the date of superannuation. |

2. EMPLOYMENT STATUS:

The applicant must, on the date of application, as well as on the date of interview, be employed in a regular capacity – and **not** in a contractual/ad-hoc capacity – in one of the followings:-

(a) Central Public Sector Enterprise (CPSE) (including a full-time functional Director in the Board of a CPSE);

(b) Central Government Group 'A' officers including the Armed Forces of the Union and All India Services and officers from Public Sector Banks/ Financial Institutions/ Autonomous Bodies etc;

(c) State Public Sector Enterprise (SPSE) where the annual turnover is ***Rs.1,000 crore or more;**

(d) Private Sector company/ Joint Venture (JV) [50:50 JVs of Central Government/ State Governments and JVs of CPSEs with other CPSEs/ organisations (50:50 JVs)]/ National and State level Cooperative Federations (hereinafter referred as JVs/ Federations) whose annual turnover is *Rs.1000 crore or more. In case of Private Company, preference would be given to candidates from listed Companies. The applicants from Private Company, JV and Federation will be arranged in order of annual turnover of these entities.

(* The average audited annual turnover of three financial years preceding the calendar year in which the post is advertised shall be considered for applying the approved limits.)

3. QUALIFICATION:

The applicant should be a graduate with good academic record from a recognized University/Institute.

Applicants with Post Graduate Diploma or Degree in Personnel Management/ Human Resource Management or Masters in Business Administration (MBA)/ Post Graduate Diploma/ Programme in Management (PGDM/ PGPM), from a recognized University/Institute, is desirable.

4. EXPERIENCE:

The applicant should have experience as follows:

Category-I : Priority to applicants with 5 years experience during the last 10 years in HR/IR/Personnel.

Category-II: Applicants with minimum 2 years' experience in HR/IR/Personnel + 3 years as functional head of Projects/Plants having direct responsibility of 1000 workforce during the last 10 years.

Category-III: The applicant should have mandatory experience of five (05) years during the last

ten (10) years as functional head of Projects/Plants having direct responsibility of at least 20% of the workforce.

The shortlisting shall also take into consideration the guidelines issued vide PESB letter No.5/4/2021-PESB dated 05/08/2022.

5. PAY SCALE:

(a) Central Public Sector Enterprises-

Eligible Scale of Pay

- (i) Rs. 6250-7475 (IDA) Pre 01/01/1992
- (ii) Rs. 8520-10050 (IDA) Post 01/01/1992
- (iii) Rs. 18500-23900 (IDA) Post 01/01/1997
- (iv) Rs. 43200-66000 (IDA) Post 01/01/2007
- (v) Rs. 100000-260000 (IDA) Post 01.01.2017
- (vi) Rs. 14300-18300 (CDA) Pre-Revised
- (vii) Rs. 37400-67000 + GP 8700 (CDA)
- (viii) Rs. 123100-215900 (Level 13) CDA

The minimum length of service required in the eligible scale will be one year for internal candidates and two years for others, as on the date of vacancy.

(b)

(i) Group 'A' officers of the Central Government including All India Services (AIS) and Autonomous Bodies, etc. should be holding either a post of the level of Director in Govt. of India or an equivalent post, carrying equivalent scale of pay, on substantive basis, on the date of application. The officer drawing the eligible pay scale merely on account of Non-Functional upgradation (NFU)/Next Below Rule (NBR) basis without holding substantive post, shall not be eligible to apply to the post advertised by PESB.

(ii) Applicants from Public Sector Bank/ Financial Institutions should be at Board level or at least a post of the level immediately below the Board level for one year on the date of application.

(iii) Applicants from the Armed forces of the Union should be holding a post of the level of Brigadier in the Army or equivalent rank in Navy/Air Force on the date of application.

(c)

Applicants from State Public Sector Enterprises/ Private Companies/ JVs/ Federations should be working at Board level position or at least a post of the level immediately below the Board level on the date of application.

6. CONDITION OF IMMEDIATE ABSORPTION FOR CENTRAL GOVERNMENT OFFICERS

Central Government Officers, including those of the Armed Forces of the Union and the All India Services and officers from Public Sector Banks/ Financial Institutions/ Autonomous Bodies etc., will be eligible for consideration only on immediate absorption basis.

IV. DURATION OF APPOINTMENT

The appointment shall be for a period of five years from the date of joining or upto the date of superannuation or until further orders, whichever is earlier.

V. SUBMISSION OF APPLICATIONS

Applicants should submit their applications on-line only as per the format.

1. The applicants should submit their applications through proper channel as follows:

(a) Group 'A' Central Government Officers, including those of the Armed Forces of the Union and All India Services; through Cadre Controlling authority.

(b) Officers from Public Sector Banks/ Financial Institutions/ Autonomous Bodies, etc: through their Administrative Ministry/ Department of the Govt. of India.

(c) CMDs/MDs/Functional Directors in CPSE: through the concerned Administrative Ministry;

(d) Below Board level in CPSE: through the concerned CPSE;

(e) CMDs/MDs/Functional Directors in State PSE: through the concerned Administrative Secretary and Cadre Controlling Authority, if any, of the State Government;

(f) Below Board level in SPSE: through the concerned SPSE.

(g) (i) Applicants from Private Companies: directly to the PESB.

(ii) Applicants from JVs/ Federations: apply online and forward printed application through their Head of Organisation/ Competent Authority.

2. Applicants from Private Companies/JVs/Federations must submit the following documents along with the application form:

(a) Annual Reports of three financial years preceding the calendar year in which the post is advertised of the Organisation in which currently working **(please provide URL or attach/ enclose copies)**;

(b) Applicants of private company should provide the documentary proof if the company is listed **(please provide URL or attach/ enclose copies)**;

(c) Evidence of working at Board level or at least a post of the level immediately below the Board level;

(d) Self-attested copies of documents in support of age and qualifications.

(e) Relevant Jobs handled in the past with details.

3. (a) The cadre controlling authority/ competent authority should forward applications of only those applicants who are clear from vigilance angle, as per the guidelines issued by DPE from time to time, latest being issued vide OM No. 15(2)/2001-DPE(GM)-FTS-4199 dated 28.10.2025.

The vigilance profile, in the 13 points proforma prescribed by CVC (issued vide CVC's circular number 10/09/24 dated 06.09.2024) should invariably be attached with the application form.

(b) In case of SPSEs/ JVs/ Federations, the Head of Organisation/ Competent Authority/ State Administrative Secretary/ Cadre Controlling Authority should forward the applications of only those applicants who are clear from vigilance angle. The vigilance profile in the 13 points proforma prescribed by CVC may be attached with application form.

VI. UNDERTAKING BY THE APPLICANT

An applicant has to give an undertaking as a part of the application that he/she will join the post, if selected. If an applicant does not give such undertaking, the application would be rejected.

1. For candidates from Central Government including the Armed Forces of the Union and All India Services and officers from Public Sector Banks/Financial Institutions/ Autonomous Bodies etc:

(a) The appointment is on immediate absorption basis.

(b) If a candidate conveys his/her unwillingness to join after the interview is held, he/she would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE.

(c) Further, if a candidate conveys his/her unwillingness to join after the issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE.

2. For candidates from CPSE

a. If a candidate conveys his/her unwillingness to join after the interview is held, he/she would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE other than the one to which the candidate belongs.

b. Further, if a candidate conveys his/her unwillingness to join after the issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE other than the one to which the candidate belongs.

3. For candidates from SPSE/ Private Companies/JVs/ Federations

a. If a candidate conveys his/her unwillingness to join after the interview is held, he/she would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE.

b. Further, if a candidate conveys his/her unwillingness to join after the issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE.

4. In the above cases, no request for relaxation or otherwise would be entertained.

VII. THE APPLICANTS CAN EITHER

(a) fill up the **Application Form online only** against this Job Description on the website of PESB - <https://pesb.gov.in/> and thereafter **forward it online**, as per procedure specified in para V(1);

Or

(b) fill up the **Application Form online only** against this Job Description on the website of PESB - <https://pesb.gov.in/>, take a printout and send it offline, as per procedure specified in para V(1).

- **Total timeline for receipt of applications (complete in all respect) in PESB is 30 days from the date of uploading the Job Description on website of PESB.**
- **Last date for submission of online application by the applicant is by 03:00 PM on 13.03.2026**
- **Last date for nodal officers/ Head of the Organisation/ Competent Authority/ Administrative Secretary/ Cadre Controlling Authority in the case of all applicants except applicants of Private Company to forward applications to PESB is by 05:00 PM on 23.03.2026**
- **No application shall be entertained under any circumstances after the stipulated date.**
- **Incomplete applications and applications received after the stipulated date shall be REJECTED.**

VIII. Board reserves the right to shortlist applicants for interview, keeping in view the extant guidelines issued from time to time.

IX. Applications are to be addressed to

Secretary,
Public Enterprises Selection Board, Public Enterprises Bhawan,
BlockNo. 14, CGO Complex, Lodhi Road, New Delhi-110003.

ALL CORRESPONDENCE WITH THE PUBLIC ENTERPRISES SELECTION BOARD SHOULD BE
ADDRESSED TO **SECRETARY, PUBLIC ENTERPRISES SELECTION BOARD ONLY.**