



cmpdi
A Mini Ratna Company

सेन्ट्रल माईन प्लानिंग एण्ड डिजाइन इन्स्टीच्यूट लिमिटेड
(कोल इण्डिया लिमिटेड की अनुषंगी कम्पनी / भारत सरकार का एक लोक उपक्रम)
गोन्दवाना प्लेस, कान्के रोड, राँची - 834 031, झारखंड (भारत)
Central Mine Planning & Design Institute Limited
(A Subsidiary of Coal India Limited / Govt. of India Public Sector Undertaking)
Gondwana Place, Kanke Road, Ranchi - 834 031, Jharkhand (INDIA)
CORPORATE IDENTITY NUMBER - U14292.TH1975GOI001223

No. CMPDI/HQ/SE/Dep. Sel./2016-17/3rd Phase/E-

Dated: 29.06.2017

To,
The GM (MP&IR),
BCCL/CCL/ECL/NCL/SECL/WCL,
Dhanbad / Ranchi / Sanctoria / Singrauli / Bilaspur / Nagpur.

The Sr. Manager (P/AW), CIL, Kolkata

Dear Sir,

Sub: Fixing date of Written / Aptitude / Physical Fitness / Proficiency & Stenography Test for departmental candidates of CIL & its subsidiaries

Ref: Circular Nos. CMPDI/HQ/SE/R-25/Dep.Sel./2016-17/3rd Phase/E-51991 dtd. 25.04.17 & application of deptt. candidates & our letter dated 22.06.2017

Further to above, this is to communicate for information of all departmental candidates working under you that the date of Written / Aptitude / Physical Fitness / Proficiency & Stenography Test for filling up the posts of “Cost Accountant/Accountant Gr.A, Asstt. F'man (Mech.) (T) Gd- C, Stenographer (Eng) Gd. C, Asst. F'man (Elect.) (T) Gr. C, Assistant Driller (T) T&S Gr. C, Jr. Sc. Asstt. Gr-II Gd- D, Asst. Cashier Gr. II, Jr. Data Entry Optr. (T), Gd. E, Security Guard (T), Gd G and Lift Operator, Cat-II” has been fixed on **16.07.2017 (Sunday)** at the venue mentioned against each post below.

Syllabus for all posts, mode of tests, time, venue, total marks, qualifying marks etc. are indicated below for information of all departmental candidates working under you :-

SN	Name of Posts	Mode of test	Time/Venue	Syllabus	Total /Qualifying Marks
1	Cost Accountant /Accountant Gd.A	Multiple Choice Type Questions (MCQ) of 50 questions of 2 marks each with no negative marking for wrong/ not attempted questions	Time : 10:30 am to 11:45 am (i.e. 75 minutes) Venue : Cambrian School, Kanke Road, Ranchi – 834 008	i. Upto the standard of Intermediate Examination of ICWA/CA ii. Current Affairs/General Knowledge	Total : 100 Qualifying: • General/OBC : 60; • SC/ST : 50
2	Asstt. Foreman (Mech.) (T), Gd-C			i. Upto the standard of Dip. in Mechanical Engg. ii. Current Affairs/General Knowledge	
3	Asst. Foreman (Elect.) (T) T&S Gr. C			i. Upto the standard of Dip. in Electrical Engg. ii. Current Affairs/General Knowledge	
4	Assistant Driller (T) T&S Gr. C			i. Upto the standard of Diploma in Mech./Automobile Engg. ii. Current Affairs/General Knowledge	
5	Jr. Sc. Asstt. Gr-II Gd- D			i. Upto the standard of B.Sc with Chemistry ii. Current Affairs/General Knowledge	
6	Asst. Cashier Gr. II			i. General work related to Cashier ii. Current Affairs/General Knowledge	
7	Security Guard (T), Gd G	Physical Fitness Test	Time : 10:30 am Venue : CMPDI Ground, Kanke Road, Ranchi – 834 008	Physical Fitness test will be done	Total: 50 Qualifying: • General/OBC : 30; • SC/ST : 25

SN	Name of Posts	Mode of test	Time/Venue	Syllabus	Total /Qualifying Marks
8	Stenographer (Eng) Gd. C	Stenography test	Time : 10:30 am Venue : Cambrian School, Kanke Road, Ranchi – 834 008	Stenography Test with 400 words dictation in 5 min @80wpm. Transcription on PC only in 30 min.	Permissible Mistake: a. General/ OBC : 40 & b. SC/ST: 50
9	Jr. DEO (T) Gr. E	Written-cum-Proficiency Test		i. Knowledge about computers ii. Proficiency Test of typing a given English passage @30wpm	Written test total: 50 Qualifying: • General/OBC : 30; • SC/ST : 25 Proficiency Test total :50 Qualifying: • General/OBC : 30; • SC/ST : 25
10	Lift Operator, Cat-II	Aptitude Test		Candidate's aptitude towards the Lift Operator job will be ascertained	Total: 50 Qualifying: • General/OBC : 30; • SC/ST : 25

General Instruction:

- Candidates' respective Roll Number is given in the enclosed list.
- All candidates should bring the following :
 - One attested recent color passport photo,
 - Company ID Card (in original),
 - Photo ID card (eg. Aadhar/PAN/Passport etc.) (in original)
 - One attested photocopy of certificates of educational / professional qualification, caste certificate, Company ID Card, Photo ID Card and submit these documents at the test venue. Name, roll no. & post applied should be written at the back of the passport photo and attached/stapled along with the documents to be submitted.
- Electronic Equipments viz. mobile phone, calculator, calculator watch, camera etc. are not allowed inside test venue.
- Candidate has to produce Company ID Card and Photo ID Card for entry.
- For those candidates appearing for **Stenography Test**, you are advised to attend Stenography Test with Shorthand Note Book, Pen/Pencil etc. Candidates will be allowed to transcribe only at PC (Personal Computer).
- Candidates who have the requisite qualification and/or experience should only appear for the test.
- All candidates will stand released after completion of Written / Stenography /Aptitude /Written-cum-Proficiency / Physical Fitness Test.

While enclosing list of candidates working under you, you are requested to advise them to report for tests positively at **9:30 am** at the test venue.

Yours faithfully,

-sd-
Manager (P)/Mem. Secy.

Encl. :

- List of eligible and not eligible candidates (if any) of your institute

Copy to:

- All Committee Member



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