



Internal Circular
No.ICVL/ND/HR/Rec/22-23/IC/01
International Coal Ventures Pvt. Limited
Requires Executives for its Mozambique Operation,

International Coal Ventures Pvt. Limited (ICVL) has been set up by the Government of India as a joint venture company of SAIL, RINL, NMDC, CIL and NTPC, with the objective of acquisition of coal assets in overseas territories to secure coal supplies on a long-term basis.

ICVL invites applications from interested executives working with SAIL, RINL & NMDC, having the required qualifications and experience for the positions as given in **Annexure-A** for its Benga mine operation in Mozambique.

UPPER AGE: *The applicants should not be more than 56 years of age as on 18.11.2022.*

SELECTION AND TERMS OF ENGAGEMENT:

The applicants found to be eligible for the respective positions will be called for an interview at a short notice. The selected candidates would be posted in Mozambique on a deputation basis on parallel grade for four years.

The emoluments package would be commensurate with the existing practice and norms as applicable to personnel already posted there.

The other terms and conditions of employment like leave, accommodation, transport etc will be governed by the local rules & regulations of MBL, Mozambique. Further, on deputation to MBL, executives will be required to follow the instructions of their respective reporting officer in Mozambique for their day-to-day functioning.

HOW TO APPLY:

The interested and eligible executives of SAIL, RINL and NMDC may send their applications in the prescribed format(enclosed at Annexure-B), which should contain complete bio-data giving details of name, Company's personal number, date of birth & age, sex, mailing address, father's name, present grade & designation, date of entry into present grade, date of joining in the Company, qualification(s), details of experience in chronological order including training undergone, etc., in support of their claim for eligibility.

The application must be sent through the proper channel only, addressed to Sr Manager (HR &BD), International Coal Ventures Pvt Limited, 20th Floor, Scope Minar, Core -2, Laxmi Nagar, New Delhi-110092 by 17.12.2022. Candidates are advised to send an advance copy to icvldelhi.hr@gmail.com and pradeep.icvl@gmail.com also. Applications forwarded and received through the proper channel within the last date of application i.e. 17.12.2022 will only be considered for shortlisting.

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REQUIRED POSITIONS IN ICVL FOR POSTING AT MOZAMBIQUE

Sl. No.	Position & Grade*	No. of post	Role/Responsibility	Qualifications	Post Qualification Experience
1.	Head of Mining Operations (Mines) (Grade: E6/E7/E8)	1(One)	To utilize the resources, establishment, installations to its fullest capacity; to produce and market required quality of coal and coal products, economically and efficiently, in an environmentally friendly manner with due regards to the safety, conservation and quality by maintaining general discipline including financial discipline with accountability by following principles of transparency and ethics	Degree in Mining Engineering from a recognized Institute / University. Candidate with first class mine managers certificate of competency in India will be desirable.	Post qualification experience of minimum 10 years in Mines production and statutory compliances of Mines etc..
2.	Head Of Procurement (Grade: E6/E7)	1(One)	Responsible for procurement , material management function , maintaining inventory of equipment /spares and consumables , evaluating bids, negotiation of contracts , etc.	Graduate from a recognized Institute / University. MBA/Post Graduate Degree/ Diploma in relevant disciplines will be desirable.	Post qualification experience of minimum 10 years in procurement, contract negotiation ,bid evaluation etc.
3.	Dy. General Manager Finance (Grade: E5/E6) (Posting at Maputo)	1(One)	Finalization of accounts of the Company and statutory Audit. Handling taxation matters. Implementation of good internal control. All treasury functions. Analyses and monitoring of various performance reports. Training of accounting staff Vendor financial Management. Insurance and related claims. All other related tasks that may be assigned.	CA/CMA	Post qualification experience of minimum 10 years in finalization of accounts, costing, budgeting, concurrence, evaluation of proposals, contracts, dealing with banks, fund management, cost control, corporate taxation etc.
4.	Manager (Works accounts) Grade: E3/E4/E5 (Posting at Tete)	1(One)	Independent handling and finalization of factory accounts. Preparation of MIS reports. Cost control and budgeting. Vendor financial Management. Plant Insurance.	CA/CMA	Post qualification experience of minimum 5 years in preparation of plant accounts/Costing/ Vendors bill passing /Salaries and wages, etc.
5.	Instrumentation Engineer (Grade: E5/E6)	1 (One)	Responsible for maintenance, programming and calibration of entire process plan automation, up gradation of SCADA system, etc.	Degree in Engineering from a recognized Institute/ University.	Post qualification experience of minimum 5 years in the area of field instrumentation/PL C. Working experience in calibration and maintenance of field

					instrument. switches and gauges etc. Hands on experience in repair and maintenance of field instruments, e.g. Density meter (Nucleonic gauges), belt weighing system, electromagnetic flow meters, vibration, pressure, level and temperature transmitter. Field switches like E-stop, belt drift, pull cord, belt rip, limit s/w etc.
6.	Process Plant Engineer (Grade: E3/E4/E5)	1(One)	Responsible for efficient operation of CHPP with required result along with detailed process design calculations and process design simulations, prepares equipment and instrument data sheet, prepares process flow diagrams and prepares piping and instrument flow diagrams.	Degree in Engineering from a recognized Institute/ University	Post qualification experience of minimum 5 years in process and operations of plant, process design, calculations, process simulations etc..
7.	Rolling Stock Manager (Grade: E4/E5/E6)	1 (One)	Responsible for exercising management, control, direction and supervision to ensure availability of rolling stocks (locomotives/wagons and other plant machineries) including services of contractor related to repair and maintenance, spares planning, sourcing of new rolling stock, coordinating with Mozambique Railways & Port Authority for day to day activities, etc.	Degree in Engineering from a recognized Institute/ University	The candidate should have worked at least 5 years in any engineering shops (central engineering maintenance, central crane maintenance, wagon repair shop, Loco repair shop etc.) of integrated steel plant/ mining/ power plant etc.. The candidate should have knowledge of Indian Railway standards.
8.	Logistics Manager (Grade: E3/E4/E5)	1 (One)	Responsible for managing the handling of coal products, logistics including port and rail and final dispatches through port.	Graduate from a recognized Institute / University. MBA/Post Graduate Degree/ Diploma will be desirable.	Post qualification experience of minimum 5 years in managing chain operations consisting of rail and road logistics and its maintenance, commercial dispatches, port logistics etc.

*Grade mentioned for the positions above are as per the present Executive Grade System of SAIL.

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APPLICATION FORMAT

POST APPLIED FOR: _____

Passport size self-attested photograph



Name(S/Shri)	
DOB & Age as on 18.11.2022	
Qualification	
Gender	
Category {Gen/SC/ST/OBC(NCL)}	
Present Organization	
Company's personal number/ Employee number	
Present grade & pay scale.	
Present grade entry date	
Mobile No.	
Valid Email ID	
Valid Passport No.	
Present postal address	
Details of training undergone.	
Post-qualification experience in years	

Note:

- i. A separate sheet can be used to submit details of training and post-qualification experience.
- ii. Self-attested copies of the certificate in support of qualification, age, experience, training etc to be enclosed along with the application.

Signature:

Place:

Date:

Handwritten mark