

Ref No: ECL/CMD/C-6(D)/Rectt./Physiotherapist/2025/338

Dated: 21-07-2025

INTERNAL NOTIFICATION
(ONLY FOR DEPARTMENTAL EMPLOYEES)

Applications are invited for departmental selection to post of Physiotherapist Trainee (T&S Grade-D) from willing and eligible permanent employees of ECL to fill up the sanctioned vacancy as per the approved Manpower Budget for 2025-26.

Post and Grade	On Roll as on 01-04-2025	Sanctioned Strength	Vacancy
Physiotherapist Trainee (T&S Grade-D)	01	04	03

Note: The management reserves the right to increase/decrease the total vacancy position or cancel the entire selection process at any point of time without assigning any reasons.

Qualification and Eligibility Criteria and marking pattern for selection:

1. Minimum qualification and eligibility criteria for the following paramedical post as per the Cadre Scheme and Implementation Instructions issued time to time is mentioned below & the selection criteria to be followed is also mentioned below:

POST	MINIMUM QUALIFICATION AS PER CADRE SCHEME	MARKING PATTERN FOR SELECTION		
Physiotherapist Trainee (T&S Grade-D)	As per I I no: 34 of NCWA- IV Diploma in Physiotherapy from Govt. recognised Institute. (Minimum 3 years course)	PARAMETERS		Max Marks- 50
		Qualification		15 Marks
		i. fulfils the Minimum Eligibility Criteria	10 Marks	
		ii. Passed Graduation and above	5 Marks	
		Marks for Last year's Annual Confidential Report:		20 Marks
		Outstanding	20 Marks	
		Very Good	15 Marks	
		Good	10 Marks	
		Experience: 05 marks for each completed years of experience in the relevant field	15 Marks	15 Marks

Merit Lists will be prepared on the basis of Total Marks obtained by the Employees in above mentioned parameters. If same marks are obtained by more than one candidate in the selection criteria, their merit shall be decided by the date of appointment and subsequently the date of birth (i.e. senior in age will be the senior in merit list).

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2. Employees who are originally placed in higher grade are not eligible to apply, however, employees in the same grade or below grade are eligible to apply against this internal notification; subject to fulfilment of other eligibility criteria as per the Cadre Scheme.
3. Only regular and permanent employees of the Company may apply. Employees, whose designation has included Trainee, shall not be eligible.
4. Employees not having minimum ACR as "GOOD", for the year 2024-25 shall not be considered eligible to apply.
5. Vigilance/ Departmental Clearance of Employees should be "Clear".
6. The cut-off date for the minimum qualification and eligibility as per cadre scheme will be date of issuance of Internal Notification.
7. Restricted Category: Management reserves the right not to consider the Employees working in statutory capacities. **Such employees need not apply.**

How to apply?

1. Candidates are advised to go through the provisions of the internal notification carefully for assessing his/her eligibility in accordance with the qualifications, other norms, caste etc.
2. Employees are advised to fill in the prescribed format attached as Annexure-I (Part- A, to be filled by the employee and Part-B to be filled by the personnel Manager) with the notification which is available on website www.easterncoal.nic.in > **Recruitment** > **Recruitment Notices**.
3. The Employees posted in various Colliery/ Unit/Area/ Establishment of ECL shall submit their filled in application form, enclosing the relevant self-attested documents (education certificates, caste certificate, Id card, experience certificates if any, etc.), to the Personnel Manager of Colliery/ Unit/ Establishment/ Workshop within 10-08-2025 (Afternoon), who shall verify the submitted details and documents from the Service Files and originals of the Employees and certify the details of the applications received and make necessary entries in Part-B (of Annexure- I) and shall submit it to the concerned Area Personnel Managers.
The concerned Area Personnel Managers shall send the consolidated details of all the applicants of their concerned Area to Dy GM(HR)/HOD(Rectt &Empl), ECL HQ in the prescribed Excel Format(*will be sent through email*) with comments/remarks as Eligible or Not Eligible within 18-08-2025. (Excel format shall also be sent at the email: bhartiecl@gmail.com).
4. The Employees posted at ECL HQ would be required to submit their filled in application form enclosing the relevant self-attested documents (education certificates, caste certificate, Id card, etc.) duly forwarded by their GM/HOD of their concerned department, to the HoD (HR/Wage Board Establishment), P&IR Department, ECL HQ well before the last date of submission which is 10-08-2025 (Afternoon).
HoD (HR/Wage Board Establishment) shall verify the submitted details and documents from the Service Files and originals of the Employees and certify the details of the applications received and make necessary entries in Part-B and shall send the details of all the applicants to Dy GM(HR)/HOD(Rectt &Empl), ECL HQ in the prescribed Excel Format with comments/remarks as Eligible or Not Eligible within 18-08-2025. (Excel format shall also be sent at the email: bhartiecl@gmail.com).

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5. All applications must be forwarded along with the ACR for the year 2024-25. Since the ratings of the ACR shall be compulsory for initial selection process.
6. Similarly, the Vigilance and Departmental Clearance of the applicants irrespective of their present place of posting must also be forwarded along with the application, as the status of Departmental Clearance is compulsory for initial selection process.

Important Dates:

Sl. No.	Activity	Date
1	Last date for submitting the application to the Personnel Manager of unit/colliery/ establishment & HoD (HR/WBE), Personnel Department in case of ECL HQ is	10-08-2025 (Afternoon)
2	Cut-off date for the minimum qualification, eligibility & experience criteria	Date of Notification
3	Last date of the receipt of applications at the office of Dy GM(HR)/HOD(Recruitment & Empl), ECL HQ in the prescribed Excel Format with comments/remarks as Eligible or Not Eligible is	18-08-2025 (Afternoon)

General Terms and Conditions:

1. Incomplete applications or applications received after the due date or without signature of the candidate/ without relevant documents/ not through proper channel/ not in prescribed format shall be rejected.
2. The employees who will be selected in the aforementioned posts must be willing to serve in any location of the company, as per requirement for a minimum period of 03 years.
3. Any form of canvassing will lead to disqualification of the candidature of the applicant.
4. On selection the candidates shall be posted at any area/ unit/ establishment of the company as per requirement. The selected candidate shall be given one month's time to join the duty failing which his/her selection shall be stand cancelled and the next person in the merit list shall be selected.
5. The selected internal applicants shall be posted as Physiotherapist (Trainee) in (T&S Grade-D) and on successful completion of 03 years training & trade test they will be placed as Physiotherapist in (T&S Grade-C).


Dy.GM(HR)/HoD(Empl&Recruitment)

Distribution:

01. TS to CMD, ECL HQ
02. GM of all Areas/J. K. Ropeways/ HRD/MRS.
03. TS to D(HR), TS to D(F), TS to D(T) OP, ECL HQ
04. All HoD's of ECL HQs.
05. CMS, I/C, ECL HQ
06. CMS (Admin), CH Kalla/ Sanctoria.
07. Area HR Managers/HR In-charge of all Areas/Workshops/Hospitals
08. HoD(HR/WBE), Personnel Dept., ECL, Hq (For wide circulation at HQ Level).
09. Notice Board of Recruitment Dept. and all Area/unit/Estb. through concerned Personnel I/C.

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EASTERN COALFIELDS LIMITED

NOTIFICATION FOR THE POST OF PHYSIOTHERAPIST (Trainee) T&S-D

Affix Passport size
photograph

PART- A

Name of the Employee				
U.MAN No.				
Designation				
Grade/ Category				
Date of Entry in present Grade/Cat				
Date of Appointment				
Area Name (Place of Posting)				
Colliery/Unit Name				
Caste (Tick the correct option if applicable)	SC		ST	
SC/ST certificate attached	YES		NO	
Email-Id			Mobile No	
No of completed years of experience in the relevant fields w.r.t. the post applied for as on the date of notification				

Educational/Professional qualification detail (Enclosed self-attested copies)

Sl. No	Exam. Passed	Name of the Institute	Board/ University	Year of Passing	Subjects	%age of Marks	Div./ Grade	Mode Private/ Regular

I do hereby declare that the above information is true to the best of my knowledge. I do also hereby undertake that in case I am selected for the applied post by the company, I will join in the place where my posting will be made and will not request for change of posting within a period of 03(three) years.

Date:

Signature of the employee

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PART- B

(To be filled by the HR Department of Area/ Unit/ WBE section in case of ECL HQ)

Employee Name: _____ Uman No: _____

Designation: _____ Present Grade: _____ Place of Posting: _____

Qualification: _____ Mode (Private/Regular) _____

Working in Statutory Designation: (Yes/ NO) _____

No of completed years of experience in the relevant fields-
as on the date of notification, as per document submitted: _____

a) Annual Confidential report 2024-25:

Outstanding		Very Good		Good	
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d). Disciplinary action initiated or pending against the employee:

Yes		No	
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e). Vigilance Inquiry completed or pending against the employee:

Yes		No	
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Certified that the employee is a regular employee not under training period & the particulars mentioned in PART-A had been verified from the Service Record of the employee and have been found correct. The information as provided above is true and is as per the official records available with the personnel department at Area/ Unit.

Date: _____

Signature of the HR Officer (With Seal)

Certified that in the event of his selection to the post applied for, he/ she will be spared from his present place of posting.

Date: _____

Signature of the Area General Manager/ In-charge (With Seal)

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