MAHANADI COALFIELDS LIMITED

(A Govt. of India Enterprise)
At/PO: Jagriti Vihar, Burla, Dist: Sambalpur,
Odisha, Pin-768020

Ref. No. MCL/SBP/EE/2026/Advisor (Finance)/ 709 **Date: - 18.07.2026**

NOTIFICATION FOR ENGAGEMENT OF FULL-TIME SR.ADVISOR(FINANCE) IN MCL ON A FIXED TENURE BASIS AS PER CIL'S POLICY FOR AVAILING THE SERVICES OF RETIRED CMDs/ DIRECTORS/SENIOLEVEL EXECUTIVES AS FULL TIME ADVISORS.

Mahanadi Coalfields Limited (A Subsidiary of Coal India Limited) invites applications for engagement of **01 (one) full-time Sr Advisor (Finance)** from retired executives (retired board level Officers) from CIL and its subsidiaries PSUs/autonomous organizations of Central/State Govt. **on a contractual basis** for an initial period of one year. The contract may be extended for another one year, depending on requirements and satisfactory performance. **VRS optees will not be considered**.

The Eligibility criteria, terms of engagement, pay and allowances, other Benefits are as under:-

<table>
<tr><td>1.</td><td>No. of post</td><td colspan="3">1 (One)</td></tr>
<tr><td>2.</td><td>Maximum age limit for eligibility</td><td colspan="3">Not more than 65 years during the Contract Period.</td></tr>
<tr><td>3.</td><td>Educational Qualification</td><td colspan="3">Minimum Qualification : Graduate/Postgraduate in commerce from a recognized University/Institute.
Desirable qualification: CA/ICWA/ MBA (Finance) or its equivalent.</td></tr>
<tr><td>4.</td><td>Experience</td><td colspan="3">A) I.) Should have worked for minimum 02 years in CIL or its subsidiaries/PSUs as Director (Finance).
II.) Minimum 25 years experience in finance discipline.
B) Preference will be given to those who have working experience in corporate accounts, corporate taxation, Financial Management, Audit, Treasury, Statutory and Regulatory Compliance on related areas.
C) Proficiency in handling SAP & and knowledge in Marketing & Sales will be considered as an added advantage.</td></tr>
<tr><td>5.</td><td>Broad Job Description</td><td colspan="3">A) The incumbent will function as a full-time Senior Advisor (Finance). His/her services will be utilized towards finance activities related to pre & post listing/IPO of MCL and shall provide expert guidance and strategic support to the MCL Management. The Senior Advisor (Finance) shall function in an advisory capacity and provide strategic guidance to the Management in ensuring timely compliance with the applicable statutory and regulatory requirements.

He/She shall also be responsible for any other work or assignment entrusted from time to time as per the requirement of the management.</td></tr>
<tr><td>6.</td><td>Headquarters on Appointment</td><td colspan="3">The Senior Advisor selected will be stationed at a location as determined by the Company's operational requirements.</td></tr>
<tr><td rowspan="5">7.</td><td rowspan="5">Consolidated monthly compensation/ honorarium & other benefits</td><td>(I) Consolidated Monthly Compensation/Honorarium</td><td colspan="2">Monthly Remuneration as prescribed in the CIL Policy for each grade.</td></tr>
<tr><td>(II) Conveyance Charges</td><td colspan="2">The company shall provide Conveyance for full-time Sr. Advisors as per availability. However, where conveyance is not provided, they shall be eligible for 5% of consolidated pay per month as a conveyance charge.</td></tr>
<tr><td rowspan="3">(III) Accommodation Facility</td><td colspan="2">Suitable company accommodation shall be provided on availability. However, if the company's accommodation is not available, a consolidated amount will be paid as under:</td></tr>
<tr><td>For X Class Cities</td><td>27% of Consolidated Pay per month.</td></tr>
<tr><td>For Y Class Cities</td><td>18% of Consolidated Pay per month.</td></tr>
</table>

			For Z Class Cities	9% of Consolidated Pay per month.
			The classification of the Cities for this purpose would be as per the classification of Cities as circulated by DoE vide OM dated 07.07.2017. In the event of the Company's accommodation, the house rent, as applicable to Executives on roll, will be recovered.	
		(IV)Reimbursement for Mobile Telephones	Reimbursement for the use of mobile telephones based on the actual bills or Rs.1000/- p.m. whichever is less.	
		(V)Medical	All executives of CIL covered under the Post Retiral Medical Benefits Scheme will continue to be governed by the said scheme. Those appointed, who were not under the roll of CIL, shall be governed as per CIL's Policy for availing the services of retired CMDs/Director/Senior level executives as full-time/part time Advisors.	
		(VI) Leave	The Sr. Advisor shall be entitled for paid leave of 15 days in every six months in addition to the paid holidays in the establishment. The paid leave shall be regulated as per the provisions of EL (Earned leave) applicable to the Executive cadre employees under the CIL Executive Leave Rules. However, the paid leave admissible as above are not encashable. The accumulated leave shall stand lapsed on the expiry of each period of engagement of an Advisor.	
8		(VII) TA/DA	TA/DA and other boarding/lodging charges shall be payable as per entitlement applicable to the existing executives of equal grades whenever tours are undertaken or the jobs related to assignment.	
9	Terms and conditions	a) The engagement of the Sr.Advisor shall be subject to Medical fitness to be certified by the Company Medical Officer. b) Notice period for termination of contract – one month's notice or consolidated honorarium from either side. c) Secrecy: He/she will maintain the integrity and secrecy of the company's business and shall not engage himself/herself with any other business during his/her tenure as advisor. He/She shall perform the duties efficiently, diligently and shall devote his whole time to the Company during the period of engagement d) Prohibition on other Full-time Engagement - Advisor shall not accept any full-time appointment or post, whether advisory or administrative, in any other Firm or Company during the period of his/her engagement with MCL. e) The Company reserves the right to withdraw or modify this notification at any time without assigning any reason. f) Tax/GST – Will be applicable as per the rule. (In case payment of GST is required, then the same shall be reimbursed on production of proof of such payment). Other terms and conditions will be as per CIL's policy in vogue.		
	Selection Process	The applicants fulfilling the eligibility criteria and other conditions as per the notification shall be shortlisted and invited for an interview for final selection through virtual mode. No TA will be paid to any candidate for appearing in the interview/selection process.		

Interested candidates fulfilling the above criteria may submit their resume in the prescribed **Application Format (Annexure- 'A')** along with the following self-attested documents:

1. Proof of Age (Matriculation certificate)
2. Retirement/Superannuation Notice/Order
3. Certificates of qualification
4. Documents in support of experience.
5. Certificate of scale of Pay

The application in prescribed format along with self-attested copies of required documents may be sent to the office of the **General Manager (HR-EE), Executive Establishment Deptt., MCL HQ, At/PO: Jagriti Vihar, Dist: Sambalpur – 768020, Odisha,** in the email id gm-ee.mcl@coalindia.in , latest by **03.08.2026, 5:00 PM**

The incomplete applications in any respect will be liable for rejection.

Important Points :-

1. The applications received after the last date of submission will not be entertained the company will not responsible for any postal delays/loss in transit in submission of application within specified time. Incomplete application will not be considered.
2. MCL reserves the right to change the number of vacancies and cancel/restrict/modify/alter the engagement process, if required, without issuing any further notice or assigning any reason thereof.
3. Any modifications/ amendments in this notification will be given in MCL website only.
4. All correspondences with the candidate shall be made through email as given in the application. However, important information will also be available at MCL's website.
5. MCL reserves the right to short-list candidates for interview/selection process. No TA will be paid to any candidate for appearing interview/selection process. Selection will be made on the basis of performance in the interview.
6. The decision of MCL management in the matter will be final and binding upon All.

18/07/26

General Manager(HR-EE),
MCL HQ., Jagriti Vihar,
Burla, Sambalpur.

Distribution:

1. TS to CMD, MCL, Sambalpur.
2. TS to D(T/O)/D(T/P&P)/D(HR)/ D(F), MCL.
3. GM (HR)/ HOD Policy Cell, CIL
4. GM(HR/EE)/HOD(HR/EE), CIL/SECL/NCL/ECL/BCCL/CCL/WCL/CMPDIL
   : For wide circulation in their Subsidiary Company & for uploading the notification on their official websites.
5. All HODs, MCL HQs.
6. All GMs, Areas, MCL.
7. HOD(Systems), MCL, with a request to upload on the MCL website.
8. All Notice Boards, MCL HQ.

Copy for kind information to:

Director (HR)/ Director (T/O)/Director (Finance)/Director (T/P&P)

****

APPLICATION FORMAT

For the post of Sr, Advisor (Finance) in Mahanadi Coalfields Limited

PHOTO
(Self Attested)

1. Name (in block letter) :
2. EIS No. (if retired from CIL) :
3. Father's Name :
4. Present address for communication :
5. Contact no. A) Telephone

   B) Mobile :
6. Email ID :
7. Permanent Address :
8. Caste (Gen/SC/ST/OBC) :
9. Date of Birth (Enclose self-attested copy of Matriculation Certificate) :
10. Educational/ Professional Qualifications (Enclose self-attested copies)

Sl.No.	Qualification	University/ Institute	Year of Passing

11. Experience (Enclose copies in support)
12. Details as prescribed below :

Organisation/ Deptt./ Company previously worked in	Last Post held	Grade	Last Basic pay drawn with Grade Pay (where applicable)	Discipline	Period (from/till)	Remarks

13. Special Achievement (if any)

14. Details of Vigilance/Departmental Case or Court case (if pending):

15. Date of Superannuation (Enclose self-attested copy of superannuation notice)

16. Any other information relevant to the post

CERTIFICATE

I certify that the information/documents provided herein above are true to the best of my knowledge. In case any of the information/documents are found to be incorrect/false at any stage, then my candidature/appointment will be liable to be cancelled. I have read the detailed advertisement/notification, qualify towards eligibility conditions for the post, I am applying.

Signature of the candidate with date

List of
Enclosures: -
1.
2.

****