



MOIL LIMITED

(A Government of India Enterprise)

MOIL Bhavan, 1-A, Katol Road, NAGPUR-440 013

Website: www.moil.nic.in, Fax: 0712-2592073

CIN No.:L99999MH1962GOI012398 PHONE: 0712-2590050, 2806100

Advertisement No: MED/09/2021

August 11, 2021

RECRUITMENT OF MANAGER (MEDICAL SERVICES) / SR. MANAGER (MEDICAL SERVICES)

MOIL Limited (formerly known as Manganese Ore India Limited) is a Schedule 'A' Miniratna category-I PSU under the Ministry of Steel, Government of India. MOIL is the largest Manganese ore producer in the country, operating eleven mines spread in the states of Maharashtra and Madhya Pradesh. MOIL has set up a plant to produce Electrolytic Manganese Dioxide (EMD), which is used for manufacturing of dry battery cells. A Ferro Manganese plant having a capacity of 12,000 metric tonne per annum has also been put up by the company. It has been a consistent profit making PSU from decades. As per the strategic Management plan formulated, MOIL plans to expand its production capacity to 3.0 million tonnes by 2030 by increasing production of existing mines and by opening of new Mines.

MOIL invites application from young, vibrant, dynamic and experienced candidates, who are willing to grow with MOIL for recruitment of **Manager (Medical Services) 6 posts (1 SC, 2 OBC, 1 EWS, 2 UR) (OR) Sr. Manager (Medical Services) 6 Posts (1 SC, 2 OBC (including 1 B/L), 1 EWS, 2 UR) through Walk-In Interview mode.**

Job Specifications for Manager (Medical Serv.) (E-02) 6 posts (1 SC, 2 OBC, 1 EWS, 2 UR)

1. M.B.B.S. from a recognized University/Institute.
2. PG-Diploma in Gynaecology and Obstetrician/Paediatrics/ENT/ Ophthalmology/ Dermatology/ Orthopaedic / Emergency Medicine/ Hospital Administration will be preferred.
3. 1 Year post internship experience in a Hospital.
4. Scale of pay - Rs.50,000-3%-1,60,000/- (E-02).
5. Age below 45 years.

Job Specifications for Sr. Manager (Medical Services) (E-03) 6 Posts (1 SC, 2 OBC (including 1 B/L), 1 EWS, 2 UR)

1. M.B.B.S. from a recognized University/Institute.
2. PG-Diploma in Gynaecology and Obstetrician/Paediatrics/ENT/Ophthalmology/ Dermatology/ Orthopaedic / Emergency Medicine/ Hospital Administration will be preferred.

3. 7 Years post internship experience in a Hospital with secondary or tertiary care, out of which 2 years' experience (1 year for internal candidate) in immediate lower scale (IDA) or equivalent (CDA). For candidates from private sector CTC shall be minimum of Rs.9.10 Lakhs per Annum.
4. Scale of pay - Rs.60,000-3%-1,80,000/- (E-03).
5. Age below 45 years.

Note : Manager (Medical Services)/Sr. Manager (Medical Services) are to be posted in the Mines situated at Beldongri/ Gumgaon/ Kandri/ Munsar of Nagpur District, Chikla/ Dongri Buzurg of Bhandara District of Maharashtra and Balaghat/ Tirodi/ Ukwa/Sitapatore of Balaghat District of Madhya Pradesh.

Desirous candidates may appear for the **Walk-In-Interview** as per the below mentioned schedule:

POST	DATE	TIME	VENUE
Manager (Med. Services)	27/08/2021	10:00 A.M. To 1:00 P.M.	Head Office, MOIL Limited, MOIL Bhawan, 1-A Katol Road, Nagpur - 440 013, Phone : 0712- 2806237
Sr. Manager (Med. Services)	28/08/2021	10:00 A.M. To 1:00 P.M.	

At the time of Walk-In-Interview the desirous candidates shall produce all relevant original documents related to Academic qualification, professional qualification, DOB, Caste, Experience etc., along with one set of self-attested copies and detailed Bio-data (Proforma can be downloaded from our website www.moil.nic.in and is also attached at the end of this notification) and Demand draft for Rs.100/- (not required for SC/ST/EWS & PH candidates) to be drawn in favour of MOIL Limited, Nagpur, payable at Nagpur.

Candidates appearing for Walk-In-Interview will be paid to and fro railway fare of AC-II tier or bus fare (if trains not available), by nearest route for single person only on production of proof.

GENERAL CONDITIONS:

1. Only Indian Nationals need to apply. Mere attending walk-In-Interview will not confer right for claiming appointment in the Company.
2. For the above post, age, qualification and experience would be as on 26/08/2021.
3. In support of age proof, candidates will have to submit School Leaving/ Matriculation/ Secondary Board Certificate/ Certificates of Birth from concerned Municipal Authorities.
4. In support of percentage of marks and experience, candidates will have to enclose self-attested copies along with application.
5. Candidates from Govt.Depts./PSUs should produce NOC at the time of Walk-In-Interview

- otherwise they will be treated as Private employee and have agreed to forego the benefits of carry forward of gratuity, leave salary and any future benefit for past service etc.
6. Candidature will be liable for cancellation for the post applied and/or removal from the services of the Company after joining, if at any stage it is found that information furnished in the application is misleading/incomplete/false. The candidates are advised to give specific/correct/full information and attach proof thereof by way of attested photocopies of the original documents/certificates etc. Before appearing for interview, candidate must ensure that the minimum criteria laid down for the posts are fulfilled.
 7. The upper age limit indicated is for General category of candidates. Age relaxation for SC/ST/OBC/ physically challenged candidates [with not less than 40% disability (OA/OL/OAL/B/LV/HH) should produce certificate from the Competent Medical Authorities] will be as per Government guidelines in this regard. Age relaxation for ex-serviceman will be service rendered in the Armed forces plus 03 years. Upper age limit is not applicable in case of Departmental candidates with a condition that they are having atleast three years' balance service.
 8. SC/ST candidates should produce caste certificate issued from the Competent Authorities.
 9. OBC candidates applying for post reserved for OBC should not belong to 'Creamy Layer' and shall produce valid certificate from the Competent Authorities issued within one year.
 10. Relaxation of standard in selection against reserved vacancies - if sufficient number of reserved category persons are not available on the basis of laid down general standards, the general standards could be relaxed suitably to fill up the reserved posts.
 11. Mere fulfilling the minimum requirement will not vest any right for the walk-in-interview.
 12. Depending on the requirements, the Company reserves the right to cancel/curtail/increase the number of posts without any further notice and without assigning any reason thereof.
 13. In addition to the salary, the above posts carry other fringe benefits like Contributory Provident Fund, Insurance linked Gratuity, free Medical attention, PRP, Pension etc. as per the Rules of the Company.
 14. In deserving cases, additional increments may be considered as per the Rules of the Company.
 15. Canvassing in any form will disqualify the candidates from the candidature of the post.
 16. Any amendment/modification to this, will be displayed on MOIL Limited website only i.e. www.moil.nic.in.
 17. The candidates are advised to check regularly Company's website i.e. www.moil.nic.in for further details and updates, if any.

Chief Manager (Personnel)
MOIL Limited, Nagpur



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MOIL Bhavan, 1-A, Katol Road, NAGPUR-440 013

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Application for the post of _____

D.D.No. _____ Date _____

1. Name (In full) (*) : _____

2. Father's/Husband's Name (*) : _____

3. Date of Birth (*) : _____
(In figures & words)

4. Age as on 26/08/2021 (In completed years) : _____

5. Gender: (Male/Female/Transgender) (*) : _____

Nationality & Religion : _____

7. Category (UR/OBC/SC/ST (*) : _____
EWS/Ex-Serviceman/ PWD/Minority).

Caste : _____

8. Address for Communication (*) : _____

9. Permanent address (*) : _____

10. E-Mail ID (*) : _____

Mobile No(*) : _____

Landline with STD Code : _____

11. Marital Status : Married/Unmarried

If married, Name of spouse: _____

No. of Children : Son(s) _____

Daughter(s) _____

12. State of Origin : _____

Domicile : _____

13. Are you working with Govt./Public Sector: _____

14. If yes, are you enclosed NOC: _____

15. Qualification (In descending order) (*) : (If required additional sheet may be attached)

Degree/Diploma (**)	Yr. of passing	University/ Instt.	Division & % of Marks	Remarks

(**) Please provide self-attested certificates

16. Experience (Starting from last Employer) (*) : (If required additional sheet may be attached)

Sr. No.	Name of the Organization(**)	Designation	FromDate	To Date	Scale of Pay and Total Emoluments/ CTC (**)	Nature of Duties

(**) Please provide Documentary Evidences

17. Academic Achievements : 1. _____
(Like merit, scholarship, awards etc.) 2. _____
3. _____

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18. Professional papers (submitted if any) : 1. _____

2. _____

19. Details of training undergone : 1. _____

(India/ Abroad) 2. _____

20. Membership of any : 1. _____

Professional Bodies 2. _____

3. _____

21. Any other details : _____

22. No. of Certificates attached (Please attach self-attested copies of certificates) : _____

23. (i) Have you been arrested at any time (*): Yes/No

(ii) If Yes, give Details: _____

24. (i) Have you been convicted for any offence **or**

Any case is pending against you in any court of law (*): Yes/No

(ii) If Yes, give Details: _____

25. Have you ever been dismissed or removed from service by your past Employer (*)

If so, please furnish details : _____

26. Languages known :

Sr. No.	Language	Read	Speak	Write
1				
2				
3				

27. Two professional references (Other than relatives)(Name, Address, Contact No.)

i. _____

ii. _____

(*) **Compulsory to be filled up**

DECLARATION

I, _____ do hereby declare that the information given above is true to the best of my knowledge and belief and no factual information has been suppressed.

Name : _____

Signature : _____

Place : _____

Date : _____