



## GUJARAT MINERAL DEVELOPMENT CORPORATION LTD.

### Advertisement for the post of Mine Sirdar

Application in the prescribed format is invited (as per Annexure) from willing and eligible professionals for engagement of Mine Sirdar for Gujarat Mineral Development Corporation Limited on full time contractual basis as per details given below: -

1	Name of Post and Number of vacancy	:	<b><u>Mine Sirdar - 14</u></b>
2	Job assigned/Job profile	:	<ul style="list-style-type: none"> <li>• Supervise and ensure safe mining operations in underground coal mines as per statutory requirements.</li> <li>• Conduct gas testing, ventilation checks, and maintain safety standards in working areas.</li> <li>• Inspect roof supports, haulage roads, and working faces to prevent hazards.</li> <li>• Maintain statutory records and report any unsafe conditions to the manager.</li> <li>• Guide and monitor workers for compliance with safety procedures and DGMS regulations.</li> <li>• Assist in emergency preparedness and implement rescue measures when required.</li> <li>• Ensure proper communication and coordination during shift operations.</li> </ul>
3	Job Location	:	Baitarani West, Odisha
4	Eligibility Criteria	:	<ul style="list-style-type: none"> <li>• <b>Mine Sirdar Certificate of Competency</b> issued by DGMS.</li> <li>• <b>Gas Testing Certificate</b> from DGMS.</li> <li>• Minimum educational qualification: Matriculation or equivalent.</li> <li>• Knowledge of Coal Mines Regulations and safety standards.</li> </ul>
5	Remuneration	:	The monthly consolidated remuneration will be based on the previous/current remuneration. (Negotiable)
6	Allowance	:	Shall not be entitled to any allowance except transport facility.
7	Travelling Allowance	:	The travelling allowance on tour, if any, shall be as per the rules and norms of GMDC Ltd.
8	Terms of Contract	:	<p>The engagement will be strictly contractual and will not confer any right for regular appointment in the organization including any allowance except transport facility and travelling allowance.</p> <p>The contractual appointment will be for two years and may be extended for one year in stages subject to functional requirement &amp; based on performance.</p>
9	How to Apply	:	Interested Candidate may apply in the prescribed proforma (as per attached <b>Annexure</b> ) along with self-attested copies of certificates of essential

		<p>qualification and experience to the <b>General Manager (HR), GMDC Ltd., “Khanij Bhavan”, 132 Ft Ring Road, Near University Ground, Vastrapur, Ahmedabad 380052</b>, clearly indicating the post applied for on the envelope within stipulated time period. Applications received incomplete or after due date will not be entertained.</p> <p>Last date for receipt of application is <b>20/01/2026</b></p>
10	Selection Procedure	<p>: A Selection Committee will scrutinize the applications and short list the candidates based on merits. The short-listed candidates will be called for Interview (TA will be given as applicable to GMDC’s employees) or be interviewed through Video Conferencing as decided by GMDC Ltd.</p> <p>The decision of the competent authority on selection of candidates will be final and no correspondence on this subject will be entertained.</p> <p>GMDC reserves the right to cancel the advertisement and may, at its discretion, decide not to proceed with the engagement process at any stage. The Corporation also reserves the right to accept or reject any or all applications without assigning any reason whatsoever.</p>

Encl: As above

**General Manager (HR)**  
**Email: [gm.hr.co@gmdcltd.com](mailto:gm.hr.co@gmdcltd.com)**

Date: \_\_\_\_\_



**EMPLOYMENT APPLICATION FORM**

**POST APPLIED FOR:**

**First Name** : \_\_\_\_\_

**Middle Name** : \_\_\_\_\_

**Last Name** : \_\_\_\_\_

**Birth Date** : \_\_\_\_\_ **Gender:** \_\_\_\_\_

**Place of Birth** : 

D	D	M	M	Y	Y	Y	Y
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**Native Place:** \_\_\_\_\_

**Nationality** : \_\_\_\_\_ **Marital Status:** \_\_\_\_\_

**Category** :      
General SEBC SC ST

**Father/ Husband's Name:** \_\_\_\_\_

**Father/ Husband's Occupation:** \_\_\_\_\_

**Mother Tongue** : \_\_\_\_\_ **Blood Group:** \_\_\_\_\_

**PAN Number:** \_\_\_\_\_ **Adhar Number:** \_\_\_\_\_

**Passport Details** : \_\_\_\_\_

**Permanent Address:**

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Pincode \_\_\_\_\_

**Current Address:**

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Pincode \_\_\_\_\_

**Contact Number:** (M) \_\_\_\_\_ (R) \_\_\_\_\_ (O) \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Present Salary (P.M.):** \_\_\_\_\_ **Expected Salary (P.M.):** \_\_\_\_\_

**How soon can you join?** \_\_\_\_\_

**Have you been interviewed earlier by us? If yes, give particulars:**

\_\_\_\_\_

**Academic Record (Starting from SSC or equivalent), also submit attested certificate.**

Examination	Institute	Board/ University	Year of passing	%/ CGPA / Grade	Major Subjects

**Details of Effective date of obtaining statutory Certificate (For Statutory Post).**

**Have you undergone any other Training? If yes, give details.**

**Mention your research/ publication, if any.**

**Mention your membership of Association indicating your role.**

**Extra Curricular Activities:**

**Language Proficiency:**

Language	Speak	Read	Write

**Are you prepared to give binding to serve the corporation for a period of 3 Years?**

Yes

No

**Experience Chronology along with certificates:**

Organization	Designation	Period			Job Description
		From	To	Total	

**Why do you wish to change?**

**Has any of your relative is/was employee of G.M.D.C. Ltd.? If yes, give details.**

**Do you know anybody in G.M.D.C.? if yes, give details.**

**References (Other than your relative):**

Sr. No.	Name	Occupation	Address & Contact No.

**Any other ability/ Information in support of your application**

I declare that all the details given in this form are correct and complete to the best of my knowledge and understanding and hereby agree that any misrepresentation therein may cause rejection of my application or termination of my service without notice or compensation thereafter. I give my consent to share my personal information for Comprehensive Background verification as well as other official use.

I confess that I am not involved in any Criminal matter Or Police inquiry.

I agree that my employment will be subject to transfer to any project by the Corporation.

**Date:** \_\_\_\_\_

**Place:** \_\_\_\_\_

**(Signature of Applicant)** \_\_\_\_\_