No. GMRDS/Admin/2018/

NOTICE

Date:

/01/2018

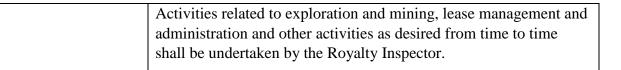
ADVERTISEMENT FOR RECRUITMENT

Gujarat Mineral Research and Development Society (GMRDS) is a registered Society working under Commissioner of Geology and Mining (CGM), Industries and Mines Department, Government of Gujarat. The Society is desirous to recruit Royalty Inspectors on contract basis for 11 months or till regular employees are allotted relevant posts, whichever is earlier. Written applications in prescribed format (attached herewith) are invited from the eligible candidates having the required qualifications for the above mentioned post. The details regarding the job are given below.

Designation	Royalty Inspector		
Required educational qualification	M.Sc. in Geology or Applied Geology/B.E. or B-Tech in Mining Engineering		
Additional qualifications and skills	 Candidates must be well versed with basic computer knowledge. Respective Degree must be approved by AICTE/UGC and it should be fulltime. 		
	• Candidates must have minimum 55% (6 CGPA out of 10) in his/her respective degree.		
	The candidates should have good communication and presentation skills.		
	Preference will be given to Gujarat domicile.		
Age Limit	Less than 30 years as on 01/01/2018		
Vacancies	40		
Monthly Remuneration	Rs. 24,000/-		

Brief description of Job profile

- 1. Royalty Inspector in district office
 - a. Lease inspection
 - b. Mineral transportation inspection
 - c. Stock registration inspection
 - d. Illegal mining or transportation complain inspection
 - e. Inspection report preparation
 - f. Notice preparation
 - g. Remarks preparation for appeal, revision and court case matters
- 2. Royalty Inspector in flying squad
 - a. Lease inspection
 - b. Record inspection
 - c. Mineral transportation inspection
 - d. Stock registration inspection
 - e. Illegal mining or transportation complain inspection
 - f. Inspection report preparation
 - g. Meeting arrangements for State Level Executive Committee
 - h. Quarterly returns, monthly and weekly reports
 - i. Control room follow ups
- 3. Royalty inspector in lease branch
 - a. Major minerals and block related all operations
 - b. Minor minerals and block related all operations
 - c. Quarry permit/ Parwana related all operations
 - d. Environment Clearance and Mining Plan related all operations
 - e. Inspection report preparation
 - f. Policy related matters including reviewing or amendment of GR, notifications, circulars, High court, Supreme court, National Green Tribunal and other quasi-judicial matters
 - g. DMF, NMET and draft rules
 - h. AG audit and PAC
 - i. IT related all operations
 - j. LSQ, LAQ and RSQ related all operations
 - k. RTI, VIP, Vigilance Commission, PG portal related all operations
 - 1. NOC in mineral bearing areas
 - m. Virtual account of newly granted permit, lease or stock registration
 - n. Vibrant Gujarat and MOU
 - o. Revision application in State and Central government
 - p. Infrastructure related all operations



Candidates should submit their applications along with all relevant documents duly certified copies by registered post so as to reach GMRDS office (during office hours 10:30 to 18:10) till 09/02/2018. The application should be clearly titled on the cover as "Application for the post of Royalty Inspector". Application in person, through E-mail or any other medium will not be entertained).

In case of any queries, kindly reach us at mo-gmrds@gujarat.gov.in.

Director (Adm.)
GMRDS

EMPLOYMENT APPLICATION FORM

PASTE YOUR RECENT COLOURED PASSPORT SIZE PHOTO HERE

POST APPLIED FOR:	
FIRST NAME:	
MIDDLE NAME:	
LAST NAME:	
BIRTH DATE (DD/MM/YYYY):	
AGE (YEARS):	GENDER:
PLACE OF BIRTH:	_NATIVE PLACE:
NATIONALITY:	_CATEGORY:
MARITAL STATUS:	MOTHER TONGUE:
FATHER/HUSBAND'S NAME:	
MOTHER'S NAME:	
WHETHER CANDIDATE'S STATE OF DO	

CURRENT ADDRE	ESS				
PERMANENT ADI	DRESS				
CONTACT NUMB		ID)	(0)		
		R)			
		(IMMEDIATE/ ME			
ACA	DEMIC REC	ORD (STARTING I	FROM SSC OR I	EQUIVALENT))
EXAM PASSED	INSITUTE	BOARD/ UNIVERSITY	YEAR OF PASSING	% / CGPA (out of 10)	MAJOR SUBJECTS
	1		†	1	†

(USE ADDITIONAL SHEETS IF REQUIRED)

Block No. 8, $7^{\rm th}$ floor, Udhyog Bhavan, Sector -11, Gandhinagar-382011 www.gmrds.gujarat.gov.in

DETAILS OF EFFECTIVE DATE OF OBTAINING STATUTORT CERTIFICATE (IF				
ANY):				

LANGUAGE PROFICIENY:

LANGUAGE	SPEAKING	READING	WRITING
GUJARATI			
HINDI			
ENGLISH			
ANY OTHER			

WORK EXPERIENCE (STARTING FROM CURRENT POSITION):

ORGANIZATION	DESIGNATION	PERIOD			BRIEF
		FROM (MM/ YYYY)	TO (MM/ YYYY)	TOTAL (MM/ YYYY)	PROFILE OF JOB
1.					

ORGANIZATION	DESIGNATION	PERIOD			BRIEF
		FROM (MM/ YYYY)	TO (MM/ YYYY)	TOTAL (MM/ YYYY)	PROFILE OF JOB
2.					
3.					
3.					

NOTE:

- 1. YOU CAN USE SEPARATE SHEET IF REQUIRED.
- 2. REQUIRED PERSON SHOULD GIVE THEIR CADRE WISE/DESIGNATION WISE DETAILS.
- 3. YOU SHOULD MENTION ONLY THOSE DETAILS FOR WHICH YOU CAN FURNISH DOCUMENTORY EVIDENCE.

COMPUTER SKILLS					
HAVE YOU WORKED IN GMRDS BEFORE? IF YES, GIVE DETAILS.					
REFERENCES (OTHER THAN	N YOUR RELATIVES):				
NAME	OCCUPATIION	ADDRESS AND CONTACT NO.			
	UNDERTAKING				
COMPLETE TO THE BEHEREBY AGREE THAT	EST OF MY KNOWLEDG ANY MISREPRESENTA ICATION OR TERMINATI	S FORM ARE CORRECT AND EE AND UNDERSTANDING AND TION THEREIN MAY CAUSE ION OF MY SERVICE WITHOUT			
2. I CONFESS THAT I AM NOT INVOLVED IN ANY CRIMINAL MATTER OR POLICE INQUIRY.					
3. I AGREE THAT MY EMPLOYMENT WILL BE SUBJECT TO TRANSFER TO ANY PROJECT OR LOCATION BY GMRDS.					
4. I DECLARE THAT ALL MY DEGREES AND EDUCATIONAL QUALIFICATIONS ARE FULLTIME AND AICTE/UGC APPROVED.					
DATE					
PLACE: SIGNATURE OF APPLICANT					

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DOCUMENTS TO BE SUBMITTED ALONG WITH THIS FORM:

- PHOTOCOPY OF MARKSHEET AND PASSING CERTIFICATE OF SSC, ITI, HSC, DEGREE (AS APPLICABLE)
- PHOTOCOPY OF EXPERIENCE CERTIFICATE (IF APPLICABLE)
- PHOTOCOPY OF GOVERNMENT RECOGNISED IDENTIFICATION CARD WITH ADDRESS (ANY ONE OF AADHAR CARD/PAN CARD/VOTER ID/DRIVING LICENCE/PASSPORT)