Coal India Limited

Recruitment of Management Trainee on the basis of GATE -2024 Score

Frequently Asked Questions

Sl. No	Question	Reply
01.	I am unqualified in GATE - 2024. Am I eligible to apply for the said post ?	**No.** Only the candidates who qualified GATE-2024 and whose name appeared in the list shared by the Organizing Institute of GATE-2024 are eligible to apply for the said post. Application if submitted by unqualified candidates will be rejected. GATE Scores/Marks of 2024 will only be valid and the scores prior to or after GATE-2024 is not valid for this recruitment activity and hence will not be considered and **application fee if submitted will not be refunded**.
02.	How do I know that I am eligible for the post/ discipline?	You can see the eligibility criteria for all the posts/ disciplines from the detailed advertisement available on CIL website **www.coalindia.in**. However, for ready reference, URL for the same is given below: https://www.coalindia.in/career-cil/jobs-coal-india/recruitment-management-trainees-basis-gate-2024-score/ Candidates who do not possess the requisite qualification or possess qualification of "Not Eligible Branches" as specified in the Detailed Advertisement No. 04/2024 will not be considered for employment even though they have qualified in GATE-2024.
03.	How do I apply for a post/discipline?	For submission of Online Application form you should visit Coal India Website under **Career with CIL /** Recruitment of Management Trainees based on GATE 2024 Score, for which the URL link is as under : https://www.coalindia.in/career-cil/jobs-coal-india/recruitment-management-trainees-basis-gate-2024-score/ After clicking the above link, you can submit your application form through the "Online Login Portal for filling Application form". Please note that under login portal for filling Application Form, you can see the detailed advertisement, Instruction for filling the Application Form and after satisfying about your eligibility, you should register on the portal to submit the form.

04	Can I save my application while applying for the post/discipline?	Yes, the online application form is divided in different sections. After filling the details in each section, please click on the "Save and Next" button at the end in order to save the information filled and move to the subsequent section. If you are not able to complete the entire form in a single attempt, you can log in again and continue filling from the last saved status and complete rest of the sections.
		Please note that application cannot be submitted after **28.11.2024, 06.00 P.M** .
05.	Which Browser is to be used for filling in Online Application Form ?	Use latest Edge Chromium or Mozilla Firefox (version 93 to 110) or Google Chrome (version 88 to 111) or Microsoft Edge (version 87 to 110) browser to fill in the Application Form.
		The Application Form is compatible with Android (version 4.0 and above) and iOS (version 9 and above).
06.	What are the documents to be kept ready and needs to upload during filling of on-line application form?	The Steps for filling-up of online application are explained at Point No. 10 in detailed advertisement available in CIL website.
		While applying On-line, candidate needs to upload the following valid documents:

		i. Copies of the following self-attested documents: -
		 a) Digital/Scanned copy of the recent passport size colour photograph (not older than 3 weeks in jpg/jpeg format).
		 b) Scanned copy of signature with Black ink pen (in jpg/jpeg format)
		 c) Scanned copies of the documents (in jpg/jpeg and pdf format), as follows:
		    i) Matriculation / Secondary Board level certificate in support of age.
		    ii) Final / Provisional Degree / Certificate for Graduation and Post-Graduation, as applicable and marksheet of minimum eligible qualification.
		    iii) Apart from the other required documents, the candidates of final year / semester / trimester in the academic year 2023-24 will have to upload self attested copy of their latest year / semester / trimester mark sheet / marks transcript of relevant minimum educational qualification including the percentage of marks obtained (please calculate percentage from GPA/CGPA/OGPA/CQPI in advance as per University conversion formula) which should match with the conversion in percentage (%) certificate issued by University/Institute.

		iv)	Conversion Certificate from CGPA to Percentage issued by the Institute.
		v)	Candidates belonging to OBC (Non-Creamy Layer), SC / ST will have to upload self-attested copy of valid caste certificate in prescribed format. OBC-NCL Candidates have to submit undertaking in the prescribed format as available in the Coal India Website.
		vi)	For PwD category, self-attested copy of certificate in the prescribed format of Govt. of India duly issued by the competent authority, has to be uploaded.
		vii)	Candidates belonging to Economically Weaker Sections (EWS) will have to upload self-attested copy of valid Income & Asset certificate issued by the competent authority as per OM No.36039/1/2019-Estt (Res) dated 31.01.19 of DoPT, Ministry of PPG &P, Govt. of India.
		viii)	Discharge / Service Certificate in case of Ex-Servicemen.
		ix)	Candidates presently employed in Government / Semi-Govt. / Public Sector Undertakings / Autonomous body should submit No Objection Certificate (NOC) from the Competent Authority or proper receipted copy of application to employer seeking NOC to be attached failing which their candidature for applied post will be rejected as per point no. 5(d) of advertisement.
		x)	For foreign degree holders, the documents recognizing the same by the statutory body for appointment in government jobs to be attached.

Note: In case any additional document is required to be uploaded, candidate is advised to upload it as merged pdf file in any tab given in online application portal.

For viewing the same candidates are requested to visit Coal India Website under **Career with CIL**. The URL link is as under :
https://www.coalindia.in/career-cil/jobs-coal-india/recruitment-management-trainees-basis-gate-2024-score/

07.	What if I do not have an E-mail Id and mobile number?	The candidates must have an active E-mail Id & Mobile number which must remain valid for at least 01 year. All future communications / correspondences with the candidates will take place through E-mail only. Candidates have to ensure the accuracy of their E-mail Id & Mobile number. No change in E-mail Id & Mobile number as already declared in the online application form will be allowed.
08.	How can I register for the online application?	You will have to register by filling-up discipline, name, category (as applicable), PwD category (as applicable), mobile number and valid Email Id for the online application process. After registration, User Id and password will be sent to your registered mobile number and Email Id. The other steps are to be completed as per the guidelines given in the detailed advertisement. The Name, E-mail Id, Mobile number and other credentials provided at the time of registration cannot be changed or corrected throughout the online application process or at any later stage of recruitment process. Please fill-up your Name and other details correctly as per your educational certificates to avoid any further issue. Any wrong/incorrect entry in the application which is not found substantiated, will lead to cancellation of candidature.
09.	What if I forget my log-in Id and password or want to change them in future?	The Name and E-mail Id provided at the time of registration cannot be changed or corrected throughout the recruitment process. If you provide a valid and active E-mail Id at the time of registration, the Application sequence no., User Id & Password will be mailed to that registered E-mail Id only. You may check it in your E-mail for future reference. However, an option of **'Forgot Password'** is also available.
10.	Can I apply for more than one discipline against this detailed advertisement if I am eligible for multiple disciplines?	**No,** candidate can apply for one discipline only. If more than one application is received from a candidate in a discipline, only the online application with higher "Application Sequence Number" shall be entertained by the CIL and fee paid against one "Application Sequence Number" shall not be adjusted against any other "Application Sequence Number and question of refund of application fee does not arise.
11.	Are there any relaxations provided for SC/ST/OBC/PwD/ESM etc. category candidates?	Yes. You can view the respective relaxations from the detailed advertisement by clicking on the "(Detailed Advertisement for Recruitment of Management

		Trainee on the basis of GATE-2024 Score Advertisement No. 04/2024)". However, for ready reference, URL for the same is given below: https://www.coalindia.in/career-cil/jobs-coal-india/recruitment-management-trainees-basis-gate-2024-score/
12	What shall I do after submitting the Online Application Form?	After submitting, candidates can take print out of the application form for future record. Candidates will receive acknowledgement on their registered E-mail Id & Mobile number after successful submission of Online Application Form. Please Note after **28.11.2024, 06.00 P.M login window will be closed hence you take print prior to that and no further request in this regard will be entertained.**
13	Can I make any changes to the Application Form after submission?	**No,** you cannot make any changes to the Application Form once submitted. Before final submission of the Form, you will be able to Preview the details filled in the application form and can make modifications if required using the Back/Cancel button at the end of the Section of the application form.
14	How would I contact to Coal India if required?	All communication/correspondences will be made through registered E-mail Id i.e. **mtrecruitment.cil@coalindia.in** only. You may visit CIL website regularly and check your E-mail or any other information related to this recruitment.
15	I am final year student of Yr. 2023-24 my final year / semester result is not yet declared. Am I eligible to apply?	Candidates who have completed their degree of minimum qualification or appeared / appearing in final year / semester / trimester and will pass out in the academic year 2023-24 are eligible to apply. The minimum criteria of marks shall also be applicable to the candidates who have appeared / appearing for the exam for completion of their minimum required qualification. The details can be seen from Point No. 2 (c) of the advertisement.
16	My father/mother/relative is employee of Coal India Ltd/its Subsidiary company. Can I apply as departmental candidate?	No, only the concerned regular eligible employees of CIL/ Subsidiary company can apply as Departmental candidates.
17	The average of all semesters is 59.75%, can I apply for MT post as General candidate?	No, the minimum marks have to be 60% for General UR / OBC(NCL) / EWS and not less than 60%. Even 59.99% marks also not eligible and it should be exactly 60% and above. The rounding off percentage will not be acceptable under any circumstances and 60% marks and above will only be considered. In case

		of relaxation for other categories of candidates, detailed advertisement may be referred.
18	Can I apply if my age is 30 years and 01 day in General Category as on 30.09.2024 ?	**No,** you are not eligible. The Upper Age Limit is 30 Years as on **30.09.2024** for General (UR) & EWS category candidates. Similar rule will be applicable for reserved categories, after relaxation and as applicable.
19	My current residential address is temporary and it is likely to be shifted soon, so which address, I should provide?	It is advisable to furnish the correspondence address which will remain valid for minimum one year. Providing temporary addresses can lead to inconvenience for future communication.
20	Will CIL refund the Application fee in case my candidature is rejected due to any reason?	**No,** the Application fee once deposited is neither refundable nor adjustable for future recruitment.
21	How to convert CGPA in Percentage (%)?	Wherever percentage (%) of marks is not awarded by the University/Institute and only grades (e.g. GPA /CGPA/CQPI) are awarded, the same should be converted to the exact equivalent percentage (%) of marks as per conversion formula of your respective University.
22	If I am a SC/ST/OBC(NCL) candidate and applied in General(UR) category, can I avail relaxation if I submit caste certificate in future?	**No.** SC, ST & OBC (Non-Creamy Layer) category candidates applying against General (UR) category post shall be considered in the General (UR) category and no age relaxation and exemption of application can be availed.
23	If I belong to OBC (Creamy Layer), can I avail the relaxation under OBC (NCL) category?	No. The OBC candidates who belong to Creamy Layer are not entitled for relaxation admissible to OBC (NCL) category and such candidates have to indicate their category as General (UR).
24	If my caste/community appears in the State List of Other Backward Classes, can I avail the relaxation under OBC (NCL) category?	The name of caste and community of the candidate must appear in the "Central List of Other backward Classes", as provided in the Detailed Advertisement No. 04/2024.
25	a. I have completed my Degree in AMIE, am I eligible to apply? b. Is a qualification acquired through distance learning / correspondence acceptable for applying for Recruitment of MT based on GATE-2024 Score?	No. Only candidate qualified from regular full time course / is qualifying full time course and satisfying the eligibility criteria may apply.
26	I am a Departmental candidate and completed my Degree not in regular basis. Am I eligible to apply?	No. Candidates must have completed regular full time course to become eligible.
27	Should I mail the registration slip /application form to Coal	There is no need.

	India after registration / submission of application form.	
28	During the application process whom should be contact in case of server error ?	In case of any issue of technical problem such as server error etc. please contact **"Help Desk" Phone No: 9513630765** between Monday to Friday (During 10 AM to 5 PM). Regarding other queries candidate should see the detailed notification as the issues have been covered. If the query still remains unresolved, candidates may drop the mail only to **mtrecruitment.cil@coalindia.in** and mailing others will not be considered. Personal visit to CIL Hq. and other establishments will not be entertained.
29	I am a reserved category candidate. Can I apply for post where no reservation is applicable as per my Category ?	Yes, Subject to fulfilling the eligibility criteria prescribed against the UR post. But age relaxation and fees exemption will not be extended to you.
30	I have qualified in GATE -2024 in Mining discipline with GATE Paper Code MN but having qualification "Other than Mining Engineering" Such as Civil Engg, Fire Engg., Marine Engg., Geology / Geophysics etc. Whether I am eligible to apply for the post of MT (Mining).	No. Only the candidates having qualification of Mining Engineering can apply for the post of MT-Mining. Similar applies to other disciplines as notified in the detailed advertisement. Candidates may see the minimum qualification and branches as mentioned in the Clause No 2 of the detailed advertisement.
31	a. I, by mistake entered incorrect data in my application. Can I Correct It? b. Can I request Coal India to modify / correct my application details?	No. Application once submitted cannot be edited / modified. Therefore, any request for change of mailing address, category, discipline, choice of posting etc. as declared in the online application, will not be entertained.
32	I have to submit an additional document for which no tab is available. How can I attach such document?	In all such cases, you may attach the document as merged pdf file of any document for which a tab is available and upload that document in that tab.
33	I am working in a PSU/Government/autonomous and I have applied for NOC which is under process. How can I submit my application?	If your NOC is under process please attach proper receipted copy of application issued by the employer regarding submission of application for issuing NOC to apply for the post of Management Trainee in CIL in the relevant tab . However you will be required to submit proper NOC on the date of document verification without fail otherwise you will not be allowed for document verification and initial medical examination and your candidature will be cancelled without giving any further time to submit NOC.
34	I belong to EWS category and required to submit Income & Asset certificate against which year ?	Candidates belonging to Economically Weaker Sections (EWS) will have to upload self-attested copy of valid Income & Asset certificate issued by the competent authority as per OM

		No.36039/1/2019-Estt (Res) dated 31.01.19 of DoPT, Ministry of PPG&P, Govt. of India for the year **2023-2024.**
35	For any clarification of EWS category candidate may refer to Frequently Asked Questions (FAQS) on reservation to Economically Weaker Sections (EWSs) in posts/services under Central Government —reg.	Vide O.M. No. 43011/11/2022 — Estt. (Res-Il) dated 19.09.2022 issued by DoPT.

NOTE:

In case of any further clarification / information / inconsistency, candidates are advised to refer Detailed Advertisement No. 04/2024 published on CIL website.