



OIL AND NATURAL GAS CORPORATION LTD

CBM-ASSET

1ST FLOOR, HSCL BUILDING, BOKARO STEEL CITY-827001

ADVERTISEMENT No. CBM/CONSLT/2022-23

ONGC- CBM Asset, Bokaro invites qualified and experienced ONGC personnel's from Production and Drilling disciplines for engagement as Junior Consultants and Associate Consultants in Work-over Rigs on contractual basis for a period of 02 years as per the following details:

1. Details:

Sl No.	Post	No. of posts	Required Experience/ Age limit
1	Associate Consultant*	04 Nos.	Experience: ONGC persons retired at E4 to E5 level with at least 10 years of experience in Work over/Drilling operations.
2	Junior Consultant	04 Nos.	Experience: ONGC persons retired at E1 to E3 level with at least 10 years of experience in Work over/Drilling operations.
Total		08 Nos.	

Note:

i) *The retired executive of E6 level can also apply for the post of Associate Consultant. They will be considered with capping of remuneration to Associate Consultant (E4 to E5), only in case of non-availability of E4 – E5 level retired executives.

Age Criteria: Less than 65 years of age as on 04.08.2022

2. How to Apply:

Eligible interested candidates are required to send the scanned copy of Application duly signed in the format given at Annexure-I of this advertisement to the email address: kandulana_a@ongc.co.in as non-editable file (PDF format) within 10 days from the date of publication in newspaper.

For further clarification may contact Shri. Aman Kandulana DGM(HR) Ph no- 9428332910

3. Date, Venue and reporting time for written test and interview: To be intimated to shortlisted candidates in due course through emails.

4. Monthly Remuneration / Emoluments:

- Associate Consultant (E4/E5) & E6 level): ₹ 66000.00 (inclusive of service tax) + ₹ 2000.00 (maximum) for communication facilities against submission of invoice.
- Junior Consultant (E-1 to E3 Level): ₹ 40000.00 (inclusive of service tax) + ₹ 2000.00 (maximum) for communication facilities against submission of invoice.

5. Period of Engagement:

The engagement shall be purely on contractual basis for a period of 02 years. Engagement on contract will be subject to medical fitness ascertained by ONGC Medical Authority.

6. Roles and Responsibility of Associate /Junior Consultant:

The Consultant is expected to provide complete supervision of all activities associated with work over operations in round the clock shift pattern such as

- (a) Adequate inspection of the WOR and the equipment thereof;
- (b) A thorough supervision of all operations at the WOR;
- (c) To ensure that running and maintenance of WOR and all its machinery in the mine are carried out in safe manner;
- (d) To ensure compliance of SOPs, statutory guidelines and Mines act.
- (e) Regular update of QHSE documentation.
- (f) Site inspection and supervision of site preparation, rig deployment at site, smooth execution of work over operations in co-ordination with Installation Manager and other departments, preparation of pipe tally and completion report etc.,
- (g) Any other responsibility required as per DGMS & other statutory authorities.

7. Terms & Conditions of the Engagement:

- (i) He / She will not be eligible for any other Benefits/Allowance/ Facilities/Incentives etc. as admissible to regular/tenure employee of the Corporation.
- (ii) Engaged personnel shall be required to work at Work-over Rigs operating in CBM Asset in Round the Clock shift duty, as per requirement. However, in case of exigency, he/she shall work for extended hours/holidays to complete the work without any additional payment. Duty pattern may also change at the discretion of the ONGC management.
- (iii) He / She shall be eligible for one day paid leave for every completed month of duty. The leave shall be calculated on pro-rata basis and would lapse upon completion of tenure. No encashment of leave shall be allowed.
- (iv) ONGC shall have the right to cancel the engagement at any time without assigning any reason thereof. However, in the normal course, engagement may be terminated from either side, without assigning any reason, by giving one month's notice.
- (v) The engaged personnel will not have any financial power.
- (vi) The engaged personnel will have to make his/ her own arrangements of stay in Bokaro.
- (vii) MHA guidelines in respect of Covid-19 in vogue at the time of engagement and during the tenure will be applicable.
- (viii) He / She will have no right to claim for regular employment in ONGC later, by virtue of this contractual engagement.
- (ix) The selected candidate will have to sign an agreement/contract with ONGC for the prospective period.
- (x) Terms and conditions of this engagement shall be subject to change(s) from time to time based on Company's latest policy. In case of any conflict, guidelines published by the company through different circulars / office orders or through its official portal shall be considered as binding.
- (xi) 80% of the monthly honorarium along with the reimbursement towards conveyance and expenses towards office at residence would be paid on monthly basis. The remaining amount of 20% of the monthly honorarium shall be paid after assessment of the performance at the end of the engagement period and on completion of assigned tasks.
- (xii) The reimbursement of Mobile Bill up to maximum ₹ 2000.00 per month shall be made upon submission of bill/invoice.
- (xiii) In case of absenteeism, deduction @ (Monthly Honorarium payable / Days of respective month) per day for the entire period of absence shall be applicable from the monthly payment due to him.

8. Offer of Engagement:

- a) The offer of engagement will clearly specify remuneration, tenure of engagement, terms and conditions of engagement, detailed Job description, duties and responsibilities etc.
- b) The offer of engagement has to be accepted by the person before commencement of his/her engagement period.
- c) The person shall undergo a medical examination in Govt. hospitals or submit latest medical report from ONGC empanelled Hospital prior to engagement.

Applicant's Bio Data Form for the post of Junior Consultant/Associate Consultant (2022-2023)

<p align="center">Latest Photograph, With Candidate Signature</p>

1. Post applied for (Junior Consultant / Associate Consultant):.....
2. Name of Applicant :.....
3. ONGC CPF No. :.....
4. Father's Name :
5. Mother's Name :.....
6. Date of Birth :/...../.....
7. Age (as on date of Advertisement) :years,.....months.....days.
8. (i) Designation at the time of Retirement :.....
- (ii) Level of designation at the time of Retirement (E3/E4/E5/E6):
- (iii) Discipline (Production or Drilling) :.....
9. Date of Joining in ONGC. :...../...../.....
10. Date of Retirement from ONGC :...../...../.....
11. Total Service duration in Drilling / Work Over Rig :years.....months.....days.
12. Contact No. (Mob. No.) :..... E-Mail ID:
13. Address for postal Correspondence:
-
-PIN Code:.....
14. Education Qualification level: Q1/Q2/Q3 :-.....

15. Details of Educational/Technical Qualification(s):

Sl. NO.	Education Qualification (Highest / Latest)	Name of the Institute(s)

16. Experience details:

Sl. No.	Name of Work Centres / Section	Designation /Levels	Nature of Work	Duration (From to)	Period (Yrs/ Months)

DECLARATION:

I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false/incorrect or ineligibility being detected before or after interview or after joining the post, my candidature/engagement is liable to be rejected / terminated at any stage without informing me.

Date:

Place:

(Signature of the Candidate)
Name of the
candidate.....
CPF No. :.....

Enclosures :-