I. COMPANY PROFILE

Oil India Limited (OIL) was incorporated in 1959 under Indian Companies Act 1956 as a partnership venture between Government of India and Burmah Oil Company with the objective to manage oil fields in Assam. The Company became a Central Public Sector Enterprises in 1981. Over the years, the operations of the Company have extended to various areas in India and abroad. It is a Schedule-“A” /Navratna CPSE with the administrative jurisdiction of Ministry of Petroleum and Natural Gas. The company employed 7097 regular employees (Executive-1649 and Non-executive- 5448) as on March 31, 2019. Its Registered office is at Duliajan, Assam and Corporate office at Noida (U.P.)

The shareholding of the Government of India in the company is 61.61%.

II. JOB DESCRIPTION AND RESPONSIBILITIES

Director (Operations) is a member of the Board of Directors and reports to Chairman & Managing Director. He is the Head of the Strategic Business Unit and will be responsible for Exploration & Production in OIL’s Main Producing Area in the North-East. All Oil and Gas production related functions of any other future operational areas (in India as well as overseas) will also be under Director (Operations)’s obligations and responsibilities.

III. ELIGIBILITY

1. AGE : On the date of occurrence of vacancy (DOV)
2. EMPLOYMENT STATUS:

The applicant must, on the date of application, as well as on the date of interview, be employed in a regular capacity – and not in a contractual/ad-hoc capacity – in one of the followings:

(a) Central Public Sector Enterprise (CPSE) (including a full-time functional Director in the Board of a CPSE);
(b) Central Government including the Armed Forces of the Union and All India Services;
(c) State Public Sector Enterprise (SPSE) where the annual turnover is *Rs 5000 crore or more;
(d) Private Sector in company where the annual turnover is *Rs 5000 crore or more.

Preference would be given to candidates from listed companies.

(* The average audited annual turnover of three financial years preceding the calendar year in which the post is advertised shall be considered for applying the approved limits)

3. QUALIFICATION:

The applicant should be an engineering graduate or post graduate in Geo-science with a good academic record from a recognized University/ Institute.

4. EXPERIENCE:

The applicant should have adequate experience at a senior level in a large organization of repute, out of which at least five years during the last ten years should have been in operations in Exploration & Production in Hydrocarbon sector.

5. PAY SCALE/ RANK/ LEVEL:

The minimum length of service required in the eligible scale/rank/level will be one year for internal candidates, and two years for others as on the date of vacancy.

(a) Applicants from CPSEs should be working in the following or a higher pay scale:

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<tr>
<th>Eligible Scale of Pay</th>
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<tr>
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<tr>
<td>(i) Rs. 7250-8250 (IDA) Pre 01/01/1992</td>
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<tr>
<td>(ii) Rs. 9500-11500 (IDA) Post 01/01/1992</td>
</tr>
<tr>
<td>(iii) Rs. 20500-26500 (IDA) Post 01/01/1997</td>
</tr>
<tr>
<td>(iv) Rs. 51300-73000 (IDA) Post 01/01/2007</td>
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<tr>
<td>(v) Rs. 120000-280000 (IDA) Post 01.01.2017</td>
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<tr>
<td>(vi) Rs. 18400-22400 (CDA) Pre-revised</td>
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<tr>
<td>(vii) Rs. 37400-67000 + GP 10000 (CDA)</td>
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Applicants from Central Govt. / All India Services should be holding a post of the level of Joint Secretary in Govt. of India or carrying equivalent scale of pay.

Applicants from the Armed forces of the Union should be holding a post of the level of Major General in the Army or equivalent rank in Navy/Air Force.

Applicants from State Public Sector Enterprises/ Private Sector should be working at Board level position or at least a post of the level immediately below the Board level.

6. CONDITION OF IMMEDIATE ABSORPTION FOR CENTRAL GOVERNMENT OFFICERS

Central Government Officers, including those of the Armed Forces of the Union and the All India Services, will be eligible for consideration only on immediate absorption basis.

IV. DURATION OF APPOINTMENT

The appointment shall be for a period of five years from the date of joining or upto the date of superannuation or until further orders, whichever is earlier.

V. SUBMISSION OF APPLICATIONS

All applicants should send their applications as per the format.

1. The applicants should submit their applications through proper channel as follows:
   (a) Government Officers, including those of the Armed Forces of the Union and All India Services: through Cadre Controlling authority;
   (b) CMDs/MDs/Functional Directors in CPSE: through the concerned Administrative Ministry;
   (c) Below Board level in CPSE: through the concerned CPSE;
   (d) CMDs/MDs/Functional Directors in State PSE: through the concerned Administrative Secretary and Cadre Controlling Authority, if any, of the State Government;
   (e) Below Board level in SPSE: through the concerned SPSE
   (f) Private Sector: directly to the PESB.

2. Applicants from Private Sector must submit the following documents along with the application form:
   (a) Annual Reports of the Company in which currently working for the 3 financial years preceding the calendar year in which the post is advertised (please provide URL or attach/enclose copies);
   (b) Whether the company is listed or not; if yes, the documentary proof (please provide URL or attach/enclose copies);
   (c) Evidence of working at Board level or at least a post of the level immediately below the Board level;
   (d) Self-attested copies of documents in support of age and qualifications;
   (e) Relevant Jobs handled in the past with details.

VI. UNDERTAKING BY THE APPLICANT

An applicant has to give an undertaking as a part of the application that he/she will join the post, if selected. If an applicant does not give such undertaking, the application would be rejected.

1. For candidates from Central Government/Armed Forces of the Union/ All India Services
   (a) The appointment is on immediate absorption basis.
   (b) If a candidate conveys his/her unwillingness to join after the interview is held, he/she would
be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE.

c) Further, if a candidate conveys his/her unwillingness to join after the issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE.

2. For candidates from CPSE

a. If a candidate conveys his/her unwillingness to join after the interview is held, he/she would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE other than the one to which the candidate belongs.

b. Further, if a candidate conveys his/her unwillingness to join after the issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE other than the one to which the candidate belongs.

3. For candidates from SPSE/ Private Sector

a. If a candidate conveys his/her unwillingness to join after the interview is held, he/she would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE.

b. Further, if a candidate conveys his/her unwillingness to join after the issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE.

4. In the above cases, no request for relaxation or otherwise would be entertained.

VII. THE APPLICANTS CAN EITHER

(a) fill up the Application Form online against this Job Description on the website of PESB - https://pesb.gov.in/ and thereafter forward it online, as specified in para V(1);

Or

(b) fill up the Application Form online against this Job Description on the website of PESB - https://pesb.gov.in/, take a printout and send it offline, as specified in para V(1).

Last time/date of receipt of complete application duly forwarded to PESB is **by 15.00 hours on 30/08/2019**. No application shall be entertained under any circumstances after the stipulated time/date. Incomplete applications and applications received after the stipulated time/date shall be REJECTED. Board reserves the right to shortlist applicants for interview.

Applications are to be addressed to

Smt Kimbuong Kipgen
Secretary,
Public Enterprises Selection Board, Public Enterprises Bhawan,
BlockNo. 14, CGO Complex, Lodhi Road, New Delhi-110003.

ALL CORRESPONDENCE WITH THE PUBLIC ENTERPRISES SELECTION BOARD SHOULD BE ADDRESSED TO SECRETARY, PUBLIC ENTERPRISES SELECTION BOARD ONLY.