



OIL AND NATURAL GAS CORPORATION LTD.  
CORPORATE ESTABLISHMENT  
TEL BHAVAN : DEHRADUN

NO.DP/PS/9/DIR(FIN)ONGC/2020

DATED : 18.12.2020

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**SUBJECT : Selection for the post of Director (Finance), Oil and Natural Gas Corporation Limited (ONGC).**

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Appended herewith is letter No.7/88/2020-PESB dated 17.12.2020, received from Director to the Govt. of India, Department of Personnel & Training, PESB, New Delhi seeking applications from qualified candidates for the post of Director(Finance), Oil and Natural Gas Corporation Limited (ONGC), Schedule 'A' CPSE, the scale of pay of the post being Rs.1,80,000 - 3,40,000/-(IDA).

The last date of receipt of applications in PESB is 15.00 hrs. on **25<sup>th</sup> February, 2021**.

2. Interested eligible executives may submit their application for the above post duly verified by concerned Incharge HR/ER. All applications duly verified by concerned Incharge-HR/ER, may be forwarded to Head, Corporate Establishment, Tel Bhavan, Dehradun on or before **15<sup>th</sup> February, 2021** for obtaining approval for forwarding the application.

**GM (HR)-HCE**

ब्लॉक संख्या 14, सी जी ओ कॉम्प्लेक्स, लोदी रोड

Block No.14, C.G.O. Complex, Lodhi Road

नई दिल्ली/ New Delhi – 110003,

दिनांकित/Dated: 17/12/2020

To,

SHRI SHASHI SHANKER, CMD

OIL AND NATURAL GAS CORPORATION LIMITED (ONGC)

5 A, NELSON MANDELA MARG, VASANT KUNJ II, VASANT KUNJ, DELHI 110070

Subject: - Selection for the post of Director (Finance), Oil and Natural Gas Corporation Limited (ONGC), a schedule 'A' CPSE

Sir,

Please find enclosed a copy of advertisement inviting applications for the post of Director (Finance), ONGC.

2. The advertisement may be got published in at least two leading National Dailies preferably All India circulation **on or before 27<sup>th</sup> December, 2020**; while the English version may be published in English dailies and its Hindi version may be published in Hindi dailies only. Further, the advertisement may also be published in the National Career Service portal under the Ministry of Labour & Employment (<https://www.ncs.gov.in>) by the stipulated time. It is also requested that the vacancy for the post may also be uploaded on the website of the CPSE for wider publicity.

3. The copies of the advertisements when published may be sent to PESB for ready reference and record. It is also requested that CMD/MD/CHAIRMAN will not withhold the publication of advertisement under any circumstance as they are personally accountable for publishing of the advertisement.

4. A compliance report in the enclosed format, duly filled in, may please be returned to PESB at the earliest.


Encl: As above

Yours faithfully,



(किमबोंग किपगेन / Kimbuong Kipgen)

सचिव (पीईएसबी) / Secretary (PESB)

 24361230

Copy to: - Secretary, Ministry of Petroleum, & Natural Gas – For information and with a request for ensuring compliance by the concerned CPSE.

हिन्दी दैनिक समाचार पत्रों में विज्ञापित करने के लिए :

विज्ञापन संख्या 112/2020

भारत सरकार

लोक उद्यम चयन बोर्ड

तेल और प्राकृतिक गैस निगम  
में

निदेशक (वित्त)

पद के लिए आवेदन आमंत्रित करता है

लोक उद्यम चयन बोर्ड में आवेदन प्राप्त करने की अंतिम

तिथि 25<sup>th</sup> फ़रवरी, 2021 (15.00 बजे तक) है।

जानकारी के लिए वेबसाइट

<http://www.pesb.gov.in>

में लॉग इन करें।

**To be advertised in English Dailies:**

Advt. No. 112/2020

Government of India

Public Enterprises Selection Board

invites applications for the post of

Director (Finance)

in

Oil and Natural Gas Corporation Limited

Last date of receipt of applications in

PESB is by 15.00 hours on

25<sup>th</sup> February, 2021.

For details login to website

<http://www.pesb.gov.in>

## COMPLIANCE REPORT

Advertisement for the post of Director (Finance), Oil and Natural Gas Corporation Limited has been published in the following National Dailies and in the portal of National Career Service on the dates shown against each:

<b>Names of the National Dailies</b>	<b>Date of Publication</b>
1.	
2.	
3. Portal of National Career Service	
4. Website of CPSE	

(Signature of the Competent Authority)  
Designation

भारत सरकार / Government of India  
कार्मिक एवं प्रशिक्षण विभाग / Department of Personnel & Training  
लोक उद्यम चयन बोर्ड / Public Enterprises Selection Board

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ब्लॉक संख्या 14, सी जी ओ कॉम्प्लेक्स, लोदी रोड  
Block No.14, C.G.O. Complex, Lodhi Road  
नई दिल्ली / New Delhi – 110003,  
दिनांकित/Dated:17/12/2020

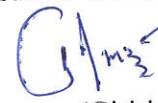
**Subject:** Selection for the post of Director (Finance), Oil and Natural Gas Corporation Limited (ONGC), a schedule 'A' CPSE

The Public Enterprises Selection Board (PESB) is seeking qualified candidates for the post of Director (Finance), Oil and Natural Gas Corporation Limited, a schedule 'A' CPSE, the scale of pay of the post being Rs. 180000-340000 (IDA). A copy of the job description for the post is enclosed.

2. It is requested that names of all candidates seniority-wise for the said post along with their applications, in the prescribed format, duly verified may kindly be forwarded so as to reach the PESB by 15.00 hours on **25<sup>th</sup> February, 2021**. *The applications of all candidates are to be addressed to Ms. Kimbuong Kipgen, Secretary (PESB), Room No. 523, Public Enterprises Bhawan, Block No. 14, CGO Complex, Lodhi Road, New Delhi.* It is also requested that advance action may be taken to keep the ACRs for last 10 years of the candidates ready along with their latest vigilance profile [(i) penalty imposed, if any during the last 10 years (ii) details of disciplinary action initiated/being initiated if any, etc.] to be furnished as and when the selection meeting is scheduled. It is further requested that the vacancy for the post may also be uploaded on the website of the Ministry/Department for wider publicity.

3. If the relevant details are not received within the stipulated time, it will be assumed that there are no applications received to be sponsored for the post.

Encl.: As above



(Girish Chandra)  
Director, PESB

 24362936

Ministry of Petroleum and Natural Gas  
(Shri Tarun Kapoor, Secretary)  
New Delhi - 110001

**Copy to:-** CMD, ONGC, 5 A, Nelson Mandela Marg, Vasant Kunj II, Vasant Kunj, Delhi 110070, with the request to forward all applications seniority-wise to PESB, duly verified so as to reach the PESB by 15.00 hours on **25<sup>th</sup> February, 2021**. ACRs and Vigilance profile may also be kept ready for being furnished as and when the selection meeting is scheduled.

1. All Chief Executives of other Central PSUs (including subsidiaries) for circulation amongst the eligible candidates.
2. Establishment Officer, Department of Personnel & Trg. | For circulating the vacancy  
Ministry of Personnel, PG & Pensions | among Government Officers.
3. All Chief Secretaries of State Governments & UTs |
4. (I) Defence Secretary, South Block, New Delhi.  
(II) Military Secretary MS(X), South Block, New Delhi-110011.  
(III) AOP, Air HQrs., Vayu Bhavan New Delhi.  
(IV) COP, Naval HQrs. 'C' Wing, Sena Bhawan, New Delhi



(Girish Chandra)  
Director, PESB

F. No. 7/88/2020-PESB

भारत सरकार / Government of India  
कार्मिक एवं प्रशिक्षण विभाग / Department of Personnel & Training  
लोक उद्यम चयन बोर्ड / Public Enterprises Selection Board

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Block No.14, C.G.O. Complex, Lodhi Road  
नई दिल्ली / New Delhi – 110003,  
दिनांकित/Dated:17/12/2020

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Encl.: As above

  
(Girish Chandra)  
Director, PESB  
 24362936

Ministry of Petroleum and Natural Gas  
(Shri Tarun Kapoor, Secretary)  
Shastri Bhavan, New Delhi - 110001

No. : 7/88/2020-PESB

**भारत सरकार**  
**Government of India**  
**कार्मिक एवं प्रशिक्षण विभाग**  
**Department of Personnel & Training**  
**(लोक उद्यम चयन बोर्ड)**  
**(Public Enterprises Selection Board)**

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ब्लॉक संख्या 14, सी.जी.ओ. कॉम्प्लेक्स, लोदी रोड  
**Block No.14, C.G.O. Complex, Lodhi Road**  
 नई दिल्ली / New Delhi- 110003  
**Dated : 17/12/2020**

सी. पी. एस. ई. का नाम NAME OF THE CPSE	Oil & Natural Gas Corporation Limited
पद का नाम NAME OF THE POST	Director (Finance)
रिक्ति की तारीख DATE OF VACANCY	01/01/2022
सी. पी. एस. ई. की अनुसूची SCHEDULE OF THE CPSE	Schedule A
पद का वेतनमान SCALE OF THE POST	Rs. 180000-340000 (IDA)

**I. COMPANY PROFILE**

Oil & Natural Gas Corporation Limited (ONGC) was incorporated under the Indian Companies Act, 1956 after converting a statutory commission namely Oil & Natural Gas Commission through an Act of Parliament with the vision to become a world class oil and gas company integrated in energy business with dominant Indian leadership and global presence. ONGC is engaged in Exploration & Production of Hydrocarbons, Refinery, Power generation, Petrochemicals and Renewable energy sources. ONGC is a schedule -'A' / Maharatna CPSE with the administrative jurisdiction of Ministry of Petroleum and Natural Gas.

ONGC is headed by Chairman and Managing Director, who is assisted by six (6) Functional Directors, namely - Director (Finance), Director (Offshore), Director (Onshore), Director (Technical & Field Services), Director (Exploration) and Director (Human Resources). Further, there are two (02) Government nominee Directors and seven (07) Non functional Directors/Independent Directors.

Its Registered Corporate offices is at New Delhi.

The company employed 30,105 regular employees(Executive- 19,229, Non-executives-10,876) as on 31.03.2020.

The authorized and paid up capital of the Company were Rs.15,000 crore and Rs. 6290.14 crore respectively as on 31.03.2020.

The shareholding of the Government of India in the company is 60.41% as on 31.03.2020.

## II. JOB DESCRIPTION AND RESPONSIBILITIES

The Director (Finance) is a member of Board of Directors and reports to Chairman and Managing Director. He/She is in overall charge of finance and accounts functions of the organization, and is responsible for evolving and formulating related policies and their implementation.

## III. ELIGIBILITY

1. **AGE** : On the date of occurrence of vacancy (DOV)

Age of superannuation 60 years			
Internal		Others	
Minimum	Maximum	Minimum	Maximum
45	2 years residual service as on the date of vacancy w.r.t. the date of superannuation.	45	3 years residual service as on the date of vacancy w.r.t. the date of superannuation.

## 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 :-

- Central Public Sector Enterprise (CPSE) (including a full-time functional Director in the Board of a CPSE);
- Central Government including the Armed Forces of the Union and All India Services;
- State Public Sector Enterprise (SPSE) where the annual turnover is **\*Rs 10000 crore or more**;
- Private Sector in company where the annual turnover is **\*Rs 10000 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 a Chartered Accountant or Cost Accountant or a full time MBA/PGDM course with good academic record from a recognized University/Institution.
- Officers of Organized Group 'A' Accounts Services [i.e. Indian Audit and Accounts Service, Indian Defence Accounts Service, Indian Railway Accounts Service, Indian Civil Accounts Service, Indian P&T Accounts & Finance Service and Indian Cost Accounts Service] working in the appropriate level are exempted from these educational qualifications.
- Further, applicants from the Central Govt./Armed Forces of the Union/All India Services, will also be exempted from the educational qualifications as per (i) above provided the applicants have 'the relevant experience' as mentioned in Para 4(iii) below.

In respect of applicants from Organized Group 'A' Accounts Services/Central Government/Armed Forces of the Union/All India Services, Chartered Accountant/Cost Accountant/MBA/PGDM will be a desirable educational qualification.

## 4. EXPERIENCE:



(i) The applicant should have at least five years of cumulative experience at a senior level during the last ten years in the area of Corporate Financial Management / Corporate Accounts in an organization of repute.

(ii) Applicants from Organized Group 'A' Accounts Services should have at least five years cumulative experience at a senior level during the last ten years in the area of Corporate Financial Management/ Corporate Accounts.

(iii) 'The relevant experience' in respect of applicants from Central Government/Armed Forces of the Union/All India Services would include at least seven years of cumulative experience at a senior level during the last ten years in the area of Corporate Financial Management/ Corporate Accounts.

#### **5. PAY SCALE:**

##### **(a) Central Public Sector Enterprises-**

###### **Eligible Scale of Pay**

- (i) Rs. 7250-8250 (IDA) Pre 01/01/1992
- (ii) Rs. 9500-11500 (IDA) Post 01/01/1992
- (iii) Rs. 20500-26500 (IDA) Post 01/01/1997
- (iv) Rs. 51300-73000 (IDA) Post 01/01/2007
- (v) Rs. 120000-280000 (IDA) Post 01.01.2017
- (vi) Rs. 18400-22400 (CDA) Pre-revised post 01.01.1996
- (vii) Rs. 37400-67000 + GP 10000 (CDA) post 01.01.2006
- (viii) Rs. 144200-218200 (Level 14) CDA post 01.01.2016

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

##### **(b)**

**(i) Applicants from Central Government / All India Services** should be holding a post of the level of Joint Secretary in Government of India or carrying equivalent scale of pay on the date of application.

**(ii) 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 on the date of application.

##### **(c)**

**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 on the date of application.

#### **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

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superannuation or until further orders, whichever is earlier.

## **V. SUBMISSION OF APPLICATIONS**

**Applicants should submit their applications on-line only 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);

(b) Whether the company is listed or not; if yes, the documentary proof (please provide URL or attach/enclose);

(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) The 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 only** against this Job Description on the website of PESB - <http://pesb.gov.in/> and thereafter **forward it online**, as specified in para V(1);

Or

(b) fill up the **Application Form online only** against this Job Description on the website of PESB - <http://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 25/02/2021**. 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**.

