



**CORPORATE OFFICE – OFFICE OF DIRECTOR (HR)  
NEW DELHI**

<b>Subject</b>	<b>:</b>	<b>Advertisement seeking applications for the post of Chairman &amp; Managing Director-Hindustan Petroleum Corporation Ltd. (HPCL)</b>
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Enclosed please find the letter from MOPNG seeking suitable candidates for selection for the post of Chairman & Managing Director-Hindustan Petroleum Corporation Ltd. (HPCL).

All applications from eligible ONGC executives must reach Shri Vikram Malhotra, DGM (HR), Head Corporate Establishment, Dehradun as per the details in the following paragraphs as part of the notification.

“To help us serve you better, all applicants upto ED level may please submit their applications in ONGC upto 7<sup>th</sup> September 2015 though the last date for receiving applications in PESB is 18<sup>th</sup> September, 2015 and applications from Directors in ONGC may be sent to ONGC by 28<sup>th</sup> August, 2015 though the last date for receiving applications in MOP&NG is 4<sup>th</sup> September, 2015.

The additional time is required by Corporate Establishment as it has to verify all the details submitted in your application; obtain D&A and vigilance clearance; compile all the applications in the order of seniority and obtain approval of competent authority before the applications are forwarded to MOP&NG / PESB to reach prior to the last date of receiving application.”

You may find more details of this vacancy on PESB website.

सं/No: C-31017/1/2014-CA/ FTS: 31153

भारत सरकार

Government of India

पेट्रोलियम एवं प्राकृतिक गैस मंत्रालय

Ministry of Petroleum & Natural Gas

(कॉर्पोरेट अफेयर्स डेस्क)

(Corporate Affairs Desk)

✓  
Dui (HR)

cc OHLA ~~EC~~ EC members

cc SP-

*[Signature]*  
21/8/15

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शास्त्री भवन, नई दिल्ली

Shastri Bhawan, New Delhi

दिनांक/ Dated 18/8/15

To

Chairman / CMD / MD

IOCL / ONGC / GAIL / BPCL / HPCL / OIL / EIL / MRPL / CPCL / NRL

Balmer Lawrie / OVL / Biecco Lawrie / Balmer Lawrie Investments Limited

Subject : Selection for the post of (CMD), Hindustan Petroleum Corporation Limited (HPCL) in schedule "A" of the CPSE.

Madam/Sir,

The Public Enterprises Selection Board (PESB) is seeking qualified candidates for the post of (CMD), Hindustan Petroleum Corporation Limited (HPCL) in Schedule 'A' of the CPSE, the scale of pay of the post being Rs. 80,000-1,25,000 (Revised). A copy of the job description, circulated by the PESB, is enclosed. The last date of receipt of applications in PESB is 18th September 2015

2. With the approval of the Competent Authority in the Ministry, it has been decided that henceforth:

- (a) Only the applications of Board-level officials in CPSEs under the Ministry will be routed through the Ministry, to PESB. Applications of eligible board-level executives may be submitted to the Ministry of P&NG not later than 4th September 2015.
- (b) Applications of Board-level officials received in the Ministry after the cut-off date specified by the PESB will not be forwarded to PESB.
- (c) With the approval of the Competent Authority in CPSEs, applications of below Board-level officials are to be routed through the concerned CPSE to PESB directly, under intimation to the Ministry.

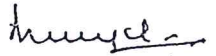
निदेशक (HR, ए. ए.) / Director  
आपसी नं./Dir. No. M-1163  
दिनांक/Date (HR) 24.8.15  
दिनांक/Date (OVL)

CMD's Office N. Delhi  
By. No. H. 2705  
Date. 21.8.2015

- (d) The applications of officials forwarded to the Ministry (in case of board-level officials) and to PESB (in case of below board-level officials) should be complete in all respects and no column should be left blank, as the PESB has decided that all applications which are incomplete will be rejected.
- (e) In respect of applications of below Board level officials, the CPSE will also forward a copy of the forwarding letter(s), to the Vigilance Division of the Ministry, so as to enable the Ministry to seek vigilance clearance in respect of the candidates from the concerned CVO.
3. ACRs of the officers whose names have been forwarded to PESB may also be kept ready for forwarding the same to PESB on receipt of date of the selection meeting so as to reach PESB at least one week before the selection meeting.

Encl: As Above.

भवदीय / Yours faithfully,

  
(मैरी जैकब / Mary Jacob)

उप सचिव, भारत सरकार

Deputy Secretary to the Government of India

☎: 23387936



26217/15  
No. 6/45/2014-PESB

भारत सरकार

Government of India

लोक उद्यम चयन बोर्ड

Public Enterprises Selection Board

(कार्मिक एवं प्रशिक्षण विभाग)

(Department of Personnel and Training)

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

New Delhi - 110003

Dated: 12<sup>th</sup> August, 2015

Sub: Selection for the post of CMD, HINDUSTAN PETROLEUM CORPN. LTD. (HPCL) in schedule 'A' scale of pay

The Public Enterprises Selection Board (PESB) is seeking qualified candidates for the post of CMD, HINDUSTAN PETROLEUM CORPN. LTD. (HPCL) in schedule "A" of the CPSE, the scale of pay of the post being Rs. 80000--125000 (REVISED) . A copy of the job description for the post is enclosed.

2. It is requested that names of candidates seniority-wise who are eligible as per job description for the said post alongwith their up-to-date bio-data (in the prescribed form) duly endorsed may kindly be forwarded to PESB by 18<sup>th</sup> SEPTEMBER, 2015. It is also requested that advance action may be taken to keep the ACRs for last 5 years, of those candidates ready alongwith 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.

3. In case the relevant details are not received within the stipulated time, it will be assumed that there are no eligible candidates to be sponsored for the post.



( Rajeshwar Lal )

Under Secretary to the Govt. of India

TEL NO. 24361632

MINISTRY OF PETROLEUM & NATURAL GAS,  
(SHRI K D TRIPATHI, SECRETARY)  
NEW DELHI

BCR

17-8-2015

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hwp  
18/8/15

No. 6/45/2014-PESB

भारत सरकार

Government of India

लोक उद्यम चयन बोर्ड

Public Enterprises Selection Board

(कार्मिक एवं प्रशिक्षण विभाग)

(Department of Personnel and Training)

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

New Delhi - 110003

पी.एस.यू. का नाम NAME OF THE PSU	:	HINDUSTAN PETROLEUM CORPN. LTD. (HPCL)
पद का नाम NAME OF THE POST	:	CMD
रिक्ति की तारीख DATE OF VACANCY	:	01 April 2016
SCHEDULE OF THE CPSE	:	A
पद का वेतनमान SCALE OF THE POST	:	Rs. 80000--125000 (REVISED)

### 1. COMPANY PROFILE

Hindustan Petroleum Corporation Limited (HPCL) was incorporated under the Indian Companies Act, 1956 by virtue of Lube India and ESSO Standard Refining Company of India Ltd. Amalgamation Order, 1974. The main objective of the company is to service customers by superior understanding and fulfilling their stated and latent needs with innovative product and services in the petroleum sector. HPCL is a schedule -'A'/ Navaratna PSE in Petroleum sector under the administrative control of Ministry of Petroleum & Natural Gas.

The authorized and paid up capital of the Company was Rs. 350 crores and Rs. 339.01 crores respectively as on March 31, 2014.

Its Registered and Corporate offices are at Mumbai, Maharashtra.

The shareholding of the Government of India in the Company is 51.05%.

### 2. JOB DESCRIPTION AND RESPONSIBILITIES:

The Chairman and Managing Director is the Chief Executive of the Corporation and accountable to its Board of Directors and Government. He is responsible for the efficient functioning of the Corporation, and for achieving its corporate objectives and performance parameters.

### 3. ELIGIBILITY

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

Candidate	Age limit on DOV	
	Minimum	Maximum
Internal	45	58
Others	45	57

Age of superannuation is 60 years

## II. QUALIFICATION AND EXPERIENCE:

The applicant should be a graduate with good academic record from a recognized university/institution. He should possess adequate experience at a senior level of management in a large organization of repute. Persons with Technical/MBA qualifications and having experience in Finance/ Marketing/Production will have added advantage. Experience in hydro-carbon industry is desirable.

## III. PAY SCALE:

### (a) Central Public Sector Executives.

Executives holding posts in the pay scale of:

Rs. 8250-9250 (IDA)
Rs. 11500--13500 (IDA) Post 01.01.1992
Rs. 23750--28550 (IDA) Post 01.01.1997
Rs. 62000--80000 (IDA) Post 01.01.2007
Rs. 22400-24500 (CDA)
Rs. 67000--79000 (2006 - CDA)

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) Government Officers

Government officers of the level of Additional Secretary in Govt. of India or on equivalent scale of pay or Lieutenant General in the Army or equivalent rank in Navy/Air Force, on the date of application will be eligible for consideration on immediate absorption basis.

## 4. DURATION OF APPOINTMENT

The appointment shall be for a period of five years or upto the date of superannuation whichever is earlier.

## 5. SUBMISSION OF APPLICATIONS

Prospective candidates from the Central Public Sector and Government officers shall submit their applications, through proper channel, in the format at Annexure .

The applications for various categories of the officers are routed through proper channel as follows:

- a) For Government Servants: through Cadre Controlling authority.
- b) For CMD's/MD's/Director's in CPSE: through the concerned administrative Ministry.
- c) For below Board level in CPSE: through the concerned CPSE.



## 6. CERTIFICATION BY CANDIDATE

- a) 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.
- b) If a candidate who appeared for the interview and is selected by the PESB, conveys his/her unwillingness to join after the interview is held, but before the appointment is processed, he/she would be debarred for a period of two years for being considered for a Board level post in any CPSE other than the one to which the candidate belongs.
- c) If a candidate gives 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 from being considered for a Board level post in any CPSE other than the one to which the candidate belongs.
- d) In the above cases, no request for relaxation or otherwise would be entertained.

Application form may be downloaded from the website of PESB.

Last date of receipt of applications in PESB is 18<sup>th</sup> September, 2015. No application shall be entertained under any circumstances after the stipulated date. Incomplete applications are liable to be REJECTED.

Board reserves the right to shortlist candidates for interview.

Applications are to be addressed to Shri Rajiv Rai, Secretary, Public Enterprises Selection Board, Public Enterprises Bhawan, Block No. 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.