

	<p>ऑयल एण्ड नैचुरल गैस कॉर्पोरेशन लिमिटेड  <b>OIL AND NATURAL GAS CORPORATION LIMITED</b>  एम्बीए ट्रोणी, भर्ती एवं पदोन्नति अनुभाग, कोलकाता  <b>MBA Basin, R&amp;P Section, Kolkata</b>  <b>Plot No. BP-4, TECHNOLIS, Salt Lake City,</b>  <b>Sector V, Kolkata - 700091</b></p>
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**ADVT. No. 01/2021**

### ENGAGEMENT OF MEDICS ON CONTRACT BASIS AT KOLKATA

Oil and Natural Gas Corporation Limited (ONGC), a “Maharatna” Public Sector Enterprise and India’s flagship energy major engaged in Exploration and Production of Oil and Gas in India and abroad, intends to engage Medical Officer on **contract basis** at its work- center in Kolkata (West Bengal) on a consolidated honorarium. The list of post, qualifications required and the honorarium to be paid are mentioned in **table A** below. The period of contract shall be for **06 months from the date of joining**. The job is purely on contract basis and does not carry any liability on the part of ONGC to grant regular appointment at any stage.

#### A. Details of the Posts, Essential qualifications and Honorarium

S. No.	Post	No. of Posts	Qualification	Fixed Honorarium per Month
1	Contract Medical Officer-General Duty	01 (UR)	Bachelor of Medicine and Bachelor of Surgery (M.B.B.S.)	Rs. 72,000/-
	<b>Total</b>	01 (UR)		

**Note:**

- i. None of the posts are reserved for Persons with Disability (PWD). However, the post of Contract Medical Officer-General Duty is identified suitable for PWD (OA - One Arm / OL - One Leg only / AA - Acid Attack survivors / DW - Dwarfism / LC - Leprosy Cured), so eligible PWD candidates may also apply.
- ii. There is no maximum age limit for eligibility.
- iii. The Candidate must possess the essential prescribed qualifications as well as a valid registration with the concerned statutory authority (wherever applicable) **on or before the last date of submission of application**. Experience is desirable.
- iv. Nomenclature of qualifications shall be as prescribed by UGC/ Medical Council of India.
- v. **Qualifications equivalent to the one prescribed in this advertisement including qualifications acquired from a foreign university will not be accepted.**
- vi. Where the posts specified in this advertisement are not reserved for any category (ies), a reserved category candidate can also apply, provided he/she fulfills the criteria specified for the post. However, he/she shall be treated at par with unreserved category candidates.

- vii. Prescribed format of the certificate for PWD for employment in government undertaking is down-loadable from ONGC's website [www.ongcindia.com](http://www.ongcindia.com).

## B. How to Apply

- a) Candidates are required to send the scanned copy of neatly typed/hand written Application in the format given at **Annexure-I** of this advertisement to the email address: **HR\_MBAKOL@ongc.co.in** as pdf file.
- b) Candidates will be informed about mode of interview i.e. to appear in-person or through online method with details of date, time and venue etc. In case it is decided to conduct interview through online method, the candidate should be able to connect through Google Meet/Zoom/Whatsapp, Webex, etc. as the case may be.
- c) All communications with the candidate shall be through SMS/ e-mail.
- d) Candidates are also required to send the scanned copies (pdf or jpg format) of the following documents at the above email address along with Application Format:

- i. Duly filled Application Format available at Annexure-I of this advertisement
- ii. 1 recent passport size photograph
- iii. 10th Class Mark sheet
- iv. MBBS Mark Sheets & Certificate
- v. Post-Graduation Mark sheet & Certificate (MD/MS) (if applicable)
- vi. Certificate of Additional Qualification (MCh/ DM) (If applicable)
- vii. Medical Council Registration Certificate
- viii. Aadhar Card or any other ID proof
- ix. PWD Certificate (If applicable)
- x. Self-attested experience certificates, (if any).
- xi. No Objection Certificate (NOC) from existing employer, if any (in case the candidate is a regular employee in a Govt. organisation / PSU).
- xii. Valid proof of change of name (in case, applicable).

**Note:** In case the interviews are held by appearing in-person, the candidates shall be required to bring along the original certificates as above at the time of interview.

- e) Candidates may please ensure that they are fulfilling all the requisite criteria prior to applying for the post failing which, their candidature is liable to be rejected/ cancelled at any stage of the recruitment process or even after selection.
- f) In case the interviews are held by appearing in-person the tentative venue will be following:

Sl. No.	Location	Venue
1	Kolkata	ONGC MBA Basin, 2nd floor Conference Room, MBA Basin, Technopolis Building, BP-4, Sector-V, Salt Lake City, Kolkata, Pin - 700 091

**C. Selection Criteria:** Following weightages shall be assigned to different parameters in the selection process:

Qualification	<b>70 marks</b> (60 marks for essential qualification & up to 10 marks for any relevant higher qualifications)
Interview	<b>30 marks</b>
<b>Total</b>	<b>100 marks</b>

**Note:**

- i. The breakup of 10 marks for such higher qualification shall be considered as follows:
  - a) Where a Bachelor's degree in the relevant field (M.B.B.S.) is the minimum prescribed qualification, 5 marks shall be given to a Master's degree in the relevant field (e.g. MD/MS).
  - b) Further, additional 5 marks shall be given to a Post Master's qualification in the relevant field (e.g. M.Ch/ DM).
- ii. The qualification(s) considered for granting additional marks shall need to be in-line, for example, an MBA in Hospital Administration shall not be considered as an in-line qualification, where M.B.B.S. is the essential qualification.

**D.** Qualifying marks in the interview shall be 18 marks for Unreserved.

**E. Finalization of Merit List:**

- i. Candidates who qualify in the interview shall be empanelled in the Merit List.
- ii. Offer of appointment shall be issued to the candidates based on their relative rank in the Merit List prepared on the sum total of marks scored by the candidate in qualification and interview.
- iii. In case of a tie in the total marks scored between two or more candidates, then the candidate who scores more marks in interview shall be considered senior. In case there too the marks are equal, then the candidate who is older in age shall be considered senior for issue of offer of appointment.

**F.** Appointment of selected candidates will be **subject to his passing the company's Medical Examination** as per standards laid down under ONGC Medical Examination of Employees Rules, 1996. Details of the rules are available on ONGC's Website at [www.ongcindia.com](http://www.ongcindia.com)

**G. Important dates for determining Eligibility Criteria**

<ul style="list-style-type: none"><li>• Possession of Minimum Essential Qualifications as mentioned in this advertisement at para A including possession of inline higher qualification</li><li>• Valid Registration with the Statutory Council (wherever applicable)</li></ul>	22 June, 2021
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**H. Important Dates**

Sl. No.	Particulars	Date
1	Start date for mailing application form with relevant documents to HR_MBAKOL@ongc.co.in	15 June, 2021, 1000 hrs.
2	End Date for Mailing relevant documents to HR_MBAKOL@ongc.co.in	22 June, 2021, 1800 hrs.

**I. General Instructions:**

- i. Engagement is purely temporary, on contract basis, and can be terminated at any time by giving one month's notice, by either side.

- ii. Engagement on contract would be subject to medical fitness.
- iii. No claim for regular employment in ONGC, by virtue of this contractual engagement, shall be entertained at any stage.
- iv. Selected candidate will be paid consolidated monthly remuneration as mentioned above.
- v. Twelve days Casual Leave will be granted in a calendar year on a pro-rata basis. One casual leave will be allowed for a month. Maternity leave will be granted to the female doctors as per Maternity Benefit Amendment Act, subject to fulfilment of eligibility conditions laid down in the act.
- vi. Selected candidate shall be required to sign a contract agreement as per the terms and conditions of ONGC.
- vii. Contract tenure will commence from the date of joining.
- viii. The contract shall end on expiry of the prescribed period and no separate notice shall be required to be given.
- ix. Candidature/contract of candidate(s) submitting false certificates or suppression/ submission of incorrect information shall be liable for termination/ disqualification/ rejection at any stage.
- x. Only Indian nationals need apply.
- xi. No TA/DA shall be paid for attending the interview.
- xii. Interested candidates fulfilling the above conditions should send their application through email to HR\_MBAKOL@ongc.co.in in prescribed format along with scanned copies of original certificates including No Objection Certificate (NOC) from existing employer, if any (in case of Govt./ PSU employees).
- xiii. The candidates should be ready to appear for interview in-person or through online method, as decided by ONGC.
- xiv. The selected candidate shall be posted at Kolkata.
- xv. For more information about the Company, you may visit our website [www.ongcindia.com](http://www.ongcindia.com)

**J. Medical Facilities:**

- i. In-house OPD facility in respect of self, spouse and two immediate dependents i.e. children and/or parents. However, outside reference for medicine/ consultation shall not be permissible.
- ii. Family floater cover of Rs.7.5 lakh for indoor treatment in respect of self, spouse and two immediate dependents i.e. children and/ or parents.

**Recruitment & Promotion Section  
ONGC, MBA BASIN, KOLKATA**

**OIL AND NATURAL GAS CORPORATION LIMITED**  
**MBA BASIN, R&P Section, Kolkata**

Application for the Post of General Duty Medical Officer (GDMO) on contract for MBA Basin, Kolkata.

**Advt. No. 02/2021**

(To be filled in **BLOCK** letters)

Affix self-  
attested recent  
passport size  
photograph

1.	Name of the Candidate	
2.	Father's name	
3.	Nationality	
4.	Mother's name	
5.	Date of Birth	
6.	Category ( UR/SC/ST/OBC/EWS)	
7.	Applying as UR ( Yes /No)	
8.	Gender - Male/ Female / Other	
9.	a) Whether PWD (Yes/No)	
	b) If yes, Type of disability (OA/OL/AA/LC/DW)	
10.	Mailing address:	
11.	House No. & Street No.	
12.	Area	
13.	City/Town with Pin Code	
14.	District	
15.	Telephone No.	
16.	Mobile No.	
17.	E-mail address	

18.	Qualifications:				
Sl. No.	Examination Passed	University/College/Institute	Passing Year	Class	% of Marks
	M.B.B.S				
	MD/MS				
	MCh/DM				

19.	Medical Council Registration No. & Place:
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20.	Experience:					
Sl. No.	Organisation	Post Held	Period		Last Pay	Nature of duties
			From	To		

I certify that the above information is correct and supporting documents are enclosed.

**Place:**

**Date:**

**Signature:**

**Name:**

List of Documents to be sent to [HR\\_MBAKOL@ongc.co.in](mailto:HR_MBAKOL@ongc.co.in). along with scanned copy of Application form: Copy of 1) 10<sup>th</sup> Class Mark sheet, 2) MBBS Mark Sheets & Certificate, 3) Post Graduation Mark sheet & Certificate (if applicable), 4) Certificate of Additional Qualification (MCh/ DM) (If applicable), 5) Medical Council Registration Certificate, 6) Aadhar Card, 7) Caste/ PWD Certificate (If applicable), 9) Experience Certificate (If any)

Note: The above Application form along with requisite documents should be sent in PDF/ JPEG Format only.