



Oil and Natural Gas Corporation Limited
Drilling Services, Mehsana Asset

Advertisement No. MHN/DS/CONSLT-2024(1)

ONGC Mehsana Asset invites application from qualified & experienced personnel retired from ONGC from Drilling disciplines to apply for Junior Consultants / Associate Consultants / Consultants for posting as competent persons in shift / general shift on Charter hired Drilling Rigs / O&M Drilling Rigs of Mehsana Asset for round the clock supervision of Drilling Operations on contractual basis for a period of two years as per following details:

1. **Details :**

Sl. No.	Post	No. of posts	Required Experience
1.	(i) Junior Consultant (E3 level) (ii) Associate Consultant (E4 to E5 level) (iii) Consultant* (E6 level)	10	Retired ONGC persons at E3 to E6 level having Q1/Q2 qualification with at least 5 years of experience in Drilling field operations.

Note: *In case of non-availability of E3 to E5 level candidates in required numbers, E6 level candidates will also be considered for engagement with capping of remuneration to E5 level based on their consent.

2. **Monthly Compensation package/ Remuneration / Emoluments (including GST to be borne by consultants):**

(i) **For Junior Consultant (E3):**

Tenure	Monthly Honorarium (₹)	Conveyance Reimbursement (₹/Month)	Reimbursement for office at Residence (Secretary, peon etc.) (₹/Month)	Monthly charges on communication facilities	*Total Compensation (₹/Month)
1 st year	27000/-	6500/-	6500/-	2000/-	42000/-
2 nd year	28350/-	6500/-	6500/-	2000/-	43350/-

(ii) **For Associate Consultant (E4 & E5) :**

Tenure	Monthly Honorarium (₹)	Conveyance Reimbursement (₹/Month)	Reimbursement for office at Residence (Secretary, peon etc.) (₹/Month)	Monthly charges on communication facilities	*Total Compensation (₹/ Month)
1 st year	40000/-	13000/-	13000/-	2000/-	68000/-
2 nd year	42000/-	13000/-	13000/-	2000/-	70000/-

Note :

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- *Monthly Compensation package/ Remuneration / Emoluments are inclusive of GST. Applicable GST is to be borne by the individual.
 - The ONGC E6 level retired Employees can also be eligible for engagement purpose as Consultant. However, they will be paid remuneration for E4-E5 levels only, as per above.
3. Age limit : Maximum age allowed shall be 65 years during their tenure as consultant(s) or for a period of 02 years, whichever is earlier; at the time of advertisement published on ONGC Portal i.e. ongcindia.com (while referring ONGC office order vide no. 17(11)/07-CP dated 15.06.2023 issued by Corporate Policy section, ONGC Ltd. Dehradun).
 4. Scanned copy of ONGC Identity Card (both sides) to be submitted by the candidates along with application/ Bio Data form.
 5. Scanned copy of application in the attached format along with the required documents may be sent to Drilling Services department through the following email/address:
 - kumar_vinod12@ongc.co.in
 - Eligible candidate(s) can also submit the hard copy in person in Drilling services, Room No-40, 2nd floor, KDM Bhavan, Mehsana Asset on or before the last date of submission of Applications.
 - Application received after last date of the submission of the same will not be entertained.
 6. Last date of receipt of application: Within 10 days of publication of this advertisement.
 7. Date & Venue for written test and personal interaction and other details: To be intimated to the shortlisted candidates in due course of time through emails.
 8. Selection Criteria:
The following eligibility/ selection criteria have been proposed:
 - i) The Selection committee will adopt the following selection criteria for awarding the marks to the candidates for selection :-

Criteria	Marks
a. Written Test	80
b. Interaction/ interview	20
Total Marks	100
 - ii) The written test shall be conducted in pen paper format. Question paper will be bilingual (English and Hindi) having Objective Type -Multiple Choice Questions. Total of 40 questions to be answered in 90 minutes duration. Each question shall carry 2 marks and there will be no negative marking for wrong answers.
 - iii) Qualifying marks in written test will be 28 (out of total marks 80), i.e 35% of total marks. Candidates qualifying the written test will be shortlisted and called for Interaction/Interview.
 - iv) Qualifying marks for Interaction/Interview will be 12(out of total marks 20), i.e 60% of the total marks.
 - v) Offer of engagement will be issued to the selected candidates as per overall merit.
 9. No TA/DA/Accommodation shall be provided for written test/Interview.
 10. **Period of Engagement:** The engagement shall be purely on contract basis for a period of 02 (two) years from the date of joining. Engagement on contract basis will be subject to medical fitness by ONGC Medical Authority as per mines rules 1955 as well as guidelines issued by Corporate Medical Services, ONGC Ltd. Dehradun.

11. Other Terms and conditions of the engagement includes but not limited to following:

- 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 in any drilling rigs operating in Mehsana as competent person in shift duty/ general shift duty. Duty pattern may also change at the discretion of the management.
- iii) 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.
- iv) The engaged personnel will not have any financial power.
- v) The engaged personnel will have to make his/her own arrangements of stay in Mehsana.
- vi) MHA guidelines in respect of Covid-19 in vogue at the time of engagement and during the tenure will be applicable.
- vii) He/ She will have no right to claim for regular employment in ONGC later, by virtue of this contractual engagement.
- viii) The selected candidate will have to sign an agreement/contract with ONGC for the prospective period.
- ix) Terms and conditions of this engagement shall be subject to change(s) from time to time based on Company's latest policy.
- x) 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 20% of the monthly honorarium shall be paid after assessment of the performance at the end of the engagement period and completion of assigned tasks.
- xi) Self-Certification towards conveyance and expenses towards office at residence to be submitted on monthly basis for reimbursement.
- xii) The reimbursement of Mobile Bill up to maximum ₹ 2000.00 per month shall be made upon submission of bill/invoice.
- xiii) Payment shall be on the basis of actual duty performed during the period of engagement.
- xiv) He shall be eligible for one day leave for every completed month of duty.

12. Roles and responsibilities during duty/ tenure but not limited to following:

The Consultant shall be posted in shift duty/general shift pattern and shall be responsible for complete supervision of all activities associated with drilling operation such as:

- i) Adequate inspection of the drilling installation and the equipment thereof;
- ii) A thorough supervision & monitoring of all operations at the Drilling Rig;
- iii) The drilling rig, running & maintenance, in safe working order, of all machinery in the mine.
- iv) To enforce requirements of Oil Mines Regulations, Compliance of Standard Operating Procedures (SOPs), Statutory guidelines and Mines Act.
- v) Regular update of QHSE Documentation.
- vi) Site inspection and supervision of site preparation, rig deployment at site, smooth execution of drilling operations in co-ordination with Drilling Services, other departments &/or Contractor.
- vii) Maintaining daily activity report and submit the same to Installation Manager.
- viii) Any other responsibilities requires as per DGMS and other statutory authorities.
- ix) Duties of consultant working as competent person as per Regulation 33 of OMR-2017:

- a) Every competent person shall be subject to the orders of superior officials and shall perform his duty assigned to him in accordance with the provisions of the Act and of the regulations or the orders made thereunder.
- b) Competent person shall not
 - i. Depute another person to perform his work without the approval of his superior official;
 - ii. Absent himself without having previously obtained permission from such official for the period of his absence or without having been relieved by a duly competent person; and
 - iii. Without permission from such official, perform during his shift, any duties other than those for which he has been appointed.
- c) The competent person shall, on the occurrence at his place of work any hazardous condition, take prompt corrective measures to eliminate the hazard.

 