



**ONGC**  
**DU Bhawan, Vasant Kunj, Delhi**  
**Advt. No. 6/2024 (R&P)**

**ENGAGEMENT OF HEAD DIGITAL PROJECTS ON FIXED TERM BASIS IN ONGC**

ONGC, a “Maharatna” Public Sector Enterprise, is the largest Oil and Natural Gas Company in India, contributing around 63 per cent to Indian domestic production.

We are looking for promising and experienced professionals to join the organization on **Fixed Term Engagement** basis as **Head Digital Projects** for leading digital initiatives of ONGC.

**A. Number of vacancies with reservation**

SN	Name of Post	Number of Posts					
		UR	OBC	SC	ST	EWS	Total
1	Head Digital Projects	03	01	00	00	00	04

**B. Details of the Roles with Minimum Eligibility Criteria:**

S. No.	Particular	Details
1	Role	<b>Asset Monetization</b>
	Educational Qualification	<b>Minimum Essential qualification:</b> Bachelor’s degree in engineering  <b>Desirable qualifications or professional certifications:</b> <ul style="list-style-type: none"><li>• Post Graduate degree in Engineering or Master of Business Administration (MBA).</li><li>• Professional certification in digital and data analytics/ market analysis/ financial modeling/ strategic planning</li><li>• PhD</li></ul>
	Post Qualification Experience	<ul style="list-style-type: none"><li>• Minimum 15-year Post Qualification experience in digital transformation projects out of which at least 4 years shall be in in a senior leadership role, demonstrating strong stakeholder management and integration abilities.</li><li>• Experience of implementing at least one large scale technology transformation/ digital project end to end with multiple databases and use cases</li></ul>
2	Role	<b>Reservoir Management</b>
	Educational Qualification	<b>Minimum Essential qualification:</b> Bachelor’s degree in engineering  <b>Desirable qualifications or professional certifications:</b> <ul style="list-style-type: none"><li>• Post Graduate degree in Engineering or Master of Business Administration (MBA).</li></ul>

S. No.	Particular	Details
		<ul style="list-style-type: none"> <li>Professional certification in digital and data analytics/ seismology/geo-modelling/ petro-physics</li> <li>PhD</li> </ul>
	Post Qualification Experience	<ul style="list-style-type: none"> <li>Minimum 15-year Post Qualification experience in digital transformation projects out of which at least 4 years shall be in in a senior leadership role</li> <li>Experience of implementing at least one large scale technology transformation/ digital project end to end with multiple databases and use cases</li> </ul>
<b>3</b>	<b>Role</b>	<b>Renewables</b>
	Educational Qualification	<p><b>Minimum Essential qualification:</b> Bachelor's degree in engineering</p> <p><b>Desirable qualifications or professional certifications:</b></p> <ul style="list-style-type: none"> <li>Post Graduate degree in Engineering / Sustainability or Master of Business Administration (MBA).</li> <li>Professional certification in digital and data analytics/ market analysis/ financial modeling/ strategic planning</li> <li>PhD</li> </ul>
	Post Qualification Experience	<ul style="list-style-type: none"> <li>Minimum 15-year Post Qualification experience in digital transformation projects out of which at least 4 years shall be in in a senior leadership role, demonstrating strong stakeholder management and integration abilities.</li> <li>Experience of implementing at least one large scale technology transformation/ digital project end to end with multiple databases and use cases</li> </ul>
<b>4</b>	<b>Role</b>	<b>Asset Development Board</b>
	Educational Qualification	<p><b>Minimum Essential qualification:</b> Bachelor's degree in engineering</p> <p><b>Desirable qualifications or professional certifications:</b></p> <ul style="list-style-type: none"> <li>Post Graduate degree in Engineering / Sustainability or Master of Business Administration (MBA).</li> <li>Professional certification in digital and data analytics/ market analysis/ financial modeling/ strategic planning</li> <li>PhD</li> </ul>
	Post Qualification Experience	<ul style="list-style-type: none"> <li>Minimum 15-year Post Qualification experience in digital transformation projects out of which at least 4 years shall be in in a senior leadership role, demonstrating strong stakeholder management and integration abilities.</li> <li>Experience of implementing at least one large scale technology transformation/ digital project end to end with multiple databases and use cases</li> </ul>

**Note:**

- i. None of the posts are reserved for PWBD. However, all the posts are identified for Category B (D, HH); Category C (OL, CP, AAV, DW, LC); Category D(ASD(M), SLD, MI); Category E (Combination of B to D), so eligible PwBD candidates may also apply.

- ii. **ONGC Management reserves the right to change the posting of candidate or even cancel the recruitment exercise fully/ partially at any stage at its discretion.**

**Abbreviations Used:** PWBD - Persons with Benchmark Disabilities; Category B - Deaf and Hard of Hearing; Category C - Locomotors disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy; Category D - Autism, intellectual disability, specific learning disability and mental illness; Category E - Multiple disabilities from amongst persons under clauses (a) to (d) including deaf-blindness; HH –Hard of hearing; OL, CP, LC, DW, AAV - One Leg, Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims; SLD = Specifics learning disability; MI – Mental illness; ASD(M) – Autism Spectrum Disorder (Mild)

- iii. The upper age limit for candidates applying is 50 years as on last date of application i.e 02/12/2024. Age relaxation to OBC and PwBD candidates shall be applicable as per the extant guidelines of the Government.
- iv. The courses offered by Institutes / Universities through the regular mode should be approved / recognized by the relevant statutory bodies for employment to posts and services under the central Government like Association of Indian Universities (AIU)/UGC/AICTE) etc. Candidates who have obtained their Educational qualification through Distance Learning/ part time mode are also eligible to apply provided their qualification is recognized by the relevant statutory bodies for employment to posts and services of the central government.
- v. Qualifications mentioned in the table above are sacrosanct. No equivalent Qualification will be accepted e.g. AMIE will not be considered where qualification is Graduate Degree in Engineering.
- vi. None of the posts specified in this advertisement are reserved for SC/ST category (ies) though a SC/ST category candidate can apply provided he/she fulfills the criteria specified for the post. However, he/she shall be treated at par with the Unreserved category candidates.
- vii. Candidates seeking reservation under OBC category, shall have to produce a certificate in the prescribed proforma (format available on [www.ongcindia.com](http://www.ongcindia.com)), meant for appointment to posts under the Government of India, from the designated authority indicating clearly the candidate's caste/community, the Act/Order under which it is recognized as OBC and the Village/Town the candidate is ordinarily a resident of. They must also ensure that the name of their caste/community and its spelling in their caste/community certificate should be exactly as mentioned in the lists notified by the central government from time to time (for OBC category, list of castes recognized by the Govt. of India as OBC castes in the central list is available on the site <http://www.ncbc.nic.in>). A certificate containing any variation in the caste/community name will not be accepted. Further, the OBC certificate should also clearly indicate that the candidate does not belong to creamy layer as defined by the Government of India for applying to posts and services under the Central Government and certificate should have been issued on or after 01.04.2024 by the competent authority.
- viii. The OBC claim of a candidate will be determined in relation to the State (or part of the State) to which his/her father originally belongs. A candidate who has migrated from one State (or part of the State) to another should, therefore, produce an OBC certificate which should have been issued to him/her based on his/her father's OBC certificate from the State to which he (father) originally belongs.
- ix. Prescribed format of the certificate for OBC /PwBD for employment in Government Undertakings is downloadable from ONGC's website [www.ongcindia.com](http://www.ongcindia.com).

**C. Key Responsibilities:**

SI No.	Role	Key Responsibilities
1	<b>Asset Monetization</b>	<ul style="list-style-type: none"> <li>• Develop and implement digital strategies to optimize asset monetization and enhance revenue.</li> <li>• Oversee the adoption and integration of advanced digital technologies, such as artificial intelligence (AI), machine learning (ML), data analytics, IoT, and cloud computing.</li> <li>• Collaborate with field operations teams (encompassing Drilling, Production and Well Services) and Digital/Analytics CoE teams to ensure integration of digital tools with existing asset management workflows.</li> <li>• Identifies the gaps and enables requisite data sharing for implementation of best-in-class digital solutions across ONGC assets to meet business objectives and milestones.</li> <li>• Utilize advanced data analytics, machine learning, and AI to improve asset performance and value extraction.</li> <li>• Conduct economic evaluations for digital platforms and solutions with risk assessments to support decision-making.</li> <li>• Foster a culture of innovation and continuous improvement within the asset management team.</li> <li>• Ensure compliance with industry standards and regulatory requirements.</li> <li>• Lead a multidisciplinary team of engineers from business domains, data scientists, IT professionals, and business analysts.</li> <li>• Collaborate with other departments, such as IT, Analytics, Data Science, Production, and Operations to ensure cross-functional alignment.</li> <li>• Engage with external partners, vendors, and industry experts to bring the latest digital trends and technologies to the organization.</li> <li>• Responsible for benchmarking of current digital capabilities against ONGC peer companies and related industries to gauge performance, risk and to identify opportunities for improvement.</li> </ul>
2	<b>Reservoir Management</b>	<ul style="list-style-type: none"> <li>• Drive and implement digital strategies to optimize reservoir management and enhance production.</li> <li>• Oversee the adoption and integration of advanced digital technologies, such as artificial intelligence (AI), machine learning (ML), data analytics, IoT and cloud computing.</li> <li>• Collaborate with field operations teams and Digital/Analytics CoE teams to ensure the integration of digital tools with existing reservoir engineering workflows.</li> <li>• Utilize advanced data analytics, machine learning, and AI to improve reservoir characterization, modeling, and simulation.</li> <li>• Conduct economic evaluations and risk assessments to support decision-making.</li> <li>• Foster a culture of innovation and continuous improvement within the reservoir management team.</li> <li>• Ensure compliance with industry standards and regulatory requirements</li> <li>• Lead a multidisciplinary team of engineers, geologists, data scientists, and IT professionals.</li> <li>• Build and lead a multidisciplinary team of digital and reservoir engineering professionals.</li> <li>• Collaborate with other departments, such as IT, Analytics, data science, production and operations to ensure cross-functional alignment.</li> <li>• Engage with external partners, vendors, and industry experts to bring the latest digital trends and technologies to ONGC.</li> </ul>

<p style="text-align: center;"><b>3</b></p>	<p style="text-align: center;"><b>Renewables</b></p>	<ul style="list-style-type: none"> <li>• Develop and implement digital strategies to support the adoption and optimization of renewable energy solutions.</li> <li>• Oversee the integration of advanced digital technologies, such as artificial intelligence (AI), machine learning (ML), data analytics, IoT, and cloud computing, within renewable energy projects.</li> <li>• Collaborate with engineering, operations, and sustainability teams to ensure the effective integration of data through digital tools across renewable energy assets of ONGC.</li> <li>• Utilize advanced data analytics and AI to optimize the performance and efficiency of renewable energy assets of ONGC.</li> <li>• Support economic evaluations and risk assessments on digital platforms and solutions to support decision-making and investment strategies in renewable energy projects.</li> <li>• Foster a culture of innovation and continuous improvement in renewable energy initiatives.</li> <li>• Ensure compliance with industry standards, regulations, and sustainability goals.</li> <li>• Lead a multidisciplinary team of engineers, data scientists, IT professionals, and sustainability experts.</li> <li>• Collaborate with other departments, such as IT, Analytics, Data Science, and Operations to ensure cross-functional alignment and support for renewable energy projects.</li> <li>• Engage with external partners, vendors, and industry experts to bring the latest digital trends and technologies to the organization.</li> <li>• Drive stakeholder management and ensure effective communication and relationship-building with internal and external stakeholders.</li> </ul>
<p style="text-align: center;"><b>4</b></p>	<p style="text-align: center;"><b>Asset Development Board</b></p>	<ul style="list-style-type: none"> <li>• Develop and implement digital strategies to support the adoption and optimization of solution for Asset Development Board which is responsible for maximizing recoveries and optimizing the performance of oil and gas fields. The strategies shall also aim at using the exploration drilling practices to arrive at optimum development and effective reservoir management while also optimizing production and oversee pilot projects for EOR and their commercialization.</li> <li>• Oversee the integration of advanced digital technologies, such as artificial intelligence (AI), machine learning (ML), data analytics, IoT, and cloud computing, within Exploration and Development drilling practices.</li> <li>• Collaborate with engineering, operations, and sustainability teams to ensure the effective integration of data through digital tools across development assets of ONGC.</li> <li>• Utilize advanced data analytics and AI to optimize the performance and efficiency of Asset Development process of ONGC.</li> <li>• Support economic evaluations and risk assessments on digital platforms and solutions to support decision-making and investment strategies in release of development wells and ensuring accountability for the decisions taken.</li> <li>• Ensure compliance with industry standards, regulations, and sustainability goals.</li> <li>• Lead a multidisciplinary team of Geoscientists, engineers, data scientists, IT professionals, and sustainability experts.</li> <li>• Collaborate with other departments, such as IT, Analytics, Data Science, and Operations to ensure cross-functional alignment and support for the processes and projects.</li> <li>• Engage with external partners, vendors, and industry experts to bring the latest digital trends and technologies to the organization.</li> <li>• Drive stakeholder management and ensure effective communication and relationship-building with internal and external stakeholders.</li> </ul>

#### D. Tenure of Engagement

- The Head Digital Project role will be hired for a 5 – year term on contract basis extendable by another 5 years based on mutual agreement.
- Selected candidates shall be required to sign a contract agreement as per the terms and conditions of ONGC. The contract shall end on expiry of the prescribed period and no separate notice shall be given.
- The contract can be terminated at any time by giving one month’s notice, by either side.

#### E. Emoluments & Other Financial Benefits

- Remuneration / Pay Compensation will be market linked and in the range of CTC of E6 level Officer of ONGC. Remuneration / Pay Compensation will not be a limiting factor for a suitable candidate and are negotiable.
- CTC will be bifurcated into Fixed Pay and Variable Pay in 80:20 ratio.

##### i) Performance Appraisal

Every year, an annual performance appraisal will be done as on 31<sup>st</sup> March at the end of the assessment year and a minimum of four months of service in the year will be required for appraisal.

##### ii) Variable Pay & Annual Increment

Head Digital Projects shall be eligible for payment of variable pay subject to securing minimum qualifying 76 marks in the performance appraisal of the relevant period. Performance Appraisals will be done annually as on 31<sup>st</sup> March. Also, a variable annual increment of monthly consolidated pay will be applicable based on the performance rating of the last year. The variable pay and annual increment based on performance will be as under:

<b>Performance Rating</b>	<b>Score in the performance Appraisal</b>	<b>Percentage of Variable Compensation payable (%)</b>	<b>Variable Increment of remuneration on fixed pay</b>
Outstanding	94.01 to 100	100	6%
Very Good	88.01 to 94	95	4%
Good	82.01 to 88	90	2%
Fair	76 to 82	85	1%
Poor	Below 76	Nil	0%

The variable pay will be calculated for the entire period for which the appraisal has been done, i.e. duration of service in an assessment year on a pro rata basis. In case the contract term ends before 31<sup>st</sup> March of the assessment year, the variable pay may be released on a pro rata basis.

The increment is also payable in a cumulative manner i.e. while paying the increment for a year, previously paid increment(s) will continue to be paid.

However, the entitlement of variable increment of the first Financial Year (FY) after engagement would be regulated as under:

<b>Engagement Period of the first FY</b>	<b>Entitlement of Variable Increment</b>
< 4 months	No increment
> = 4 & < 6 months	Half of Variable increment

> = 6 & < 9 months	Three fourth of variable increment
> = 9 months	Full increment

**iii) Medical Facilities**

- a) In-house OPD facility in respect of self, spouse and two immediate dependents i.e. children and/ or parents. However, there shall be no outside reference for medicine/ consultation.
- b) Medical Insurance: Family floater cover of ₹ 7.5 lakhs for indoor treatment in respect of self, spouse and two immediate dependents i.e. children and/ or parents.

**iv) Travelling & Lodging Boarding while on tour for Official Purpose**

Whenever tours are undertaken by the Head Digital Projects, the TA/ DA and other boarding/ lodging charges will be payable as per the entitlement applicable to the regular on-roll Executives of E6 level.

**v) Other Statutory Benefits**

- a) Head Digital projects are eligible for statutory benefits like Gratuity & CPF. Contributions for the said benefits would be made by Employer and Employee at par with on-roll Executives (E6-Level) on monthly basis as per the respective Acts/ Rules.
- b) Income tax, professional tax, any other tax/statutory liability shall be borne by the engaged contract executives.

**F. SELECTION PROCESS:**

Selection will be based on educational qualification, experience, and performance in multiple rounds of personal interview. The selection criteria will be as follows:

Sl.	Criteria	Maximum Marks	Distribution of Marks	
			20 Marks	10 marks
1.	Qualification	30	20 Marks will be awarded for Bachelor's in Engineering	05 Marks – Post Graduate Degree in Engineering or MBA 03 Marks – Professional Certification courses as desired at Para B 02 Marks -PhD
			30 Marks	10 marks
2.	Experience	40	30 marks will be awarded to the candidates fulfilling the minimum requisite experience including 04 years experience in leadership role	02 marks for each additional year of relevant experience subject to maximum 10 marks.
			30 Marks	10 marks
3.	Interview	30	(Minimum Qualifying marks – 18)	
<b>Total</b>		<b>100</b>		

ONGC may decide to shortlist candidates for interview based on number of candidates found eligible. In case shortlisting is required, the criteria of shortlisting will be based on weightage of qualification and experience as mentioned above. Further, the appointing authority may decide the number of candidates to be considered for the post and may accordingly enhance the criteria for Qualification and / or experience.

**G. Final Selection:** Only such candidates will be considered for empanelment in the merit list who meet the prescribed Qualification and Experience criteria and secure minimum 60% of marks in interview.

**H. Finalization of Merit List**

- a) Offer of appointment shall be issued to the candidates in order of merit.
- b) In case of a tie in the total marks scored between two candidates, the candidate who has performed better in interview is considered senior in the merit list.
- c) In case the total marks and interview marks both are equal between two candidates, the candidate who is older in age is considered senior in merit list.
- d) Departmental candidates will be given first consideration in matters of selection, while other things such as qualification, eligibility and selection criteria etc. remain the same.
- e) Appointment of selected candidates will be subject to their 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).

**I. How to Apply**

- a) Candidates need to visit [www.ongcindia.com](http://www.ongcindia.com) to register on our Registration web link. The registration site shall remain open from **18/11/2024 to 02/12/2024**.
- b) Candidates can select multiple roles as per their eligibility and interest. However, decision of ONGC will be final in this regard for consideration of candidature.
- c) Candidates are strongly advised to submit only one application. In case of candidates submitting multiple applications, only the last application shall be considered as final for consideration of candidature.
- d) Candidates will be informed about the interview with details of date, time and venue etc. through Email.
- e) Before registering/submitting their online applications on the website the candidates should keep the following ready:
  - i. Mobile number & E-mail ID in which the OTP will be sent for completing the registration process.
  - ii. Scanned copy of recent passport size color photograph of the candidate with white background containing signature of the candidate on a small white sheet pasted just below the photograph (Not more than 70 KB size)
  - iii. Copies of CV, qualification & Experience Certificates.
  - iv. Supporting document for Experience in implementing large scale technology transformation/ digital project end to end with multiple databases and use cases.
- f) All information regarding candidates shortlisted for interviews, uploading the scanned certificates etc. shall be available on the website of ONGC – [www.ongcindia.com](http://www.ongcindia.com). No separate Interview call letters shall be sent to the candidates by post.
- g) No changes shall be allowed once the candidate has submitted his/her online application.
- h) All the candidates attending Personal Interview whose mailing address is out of the interview city will be reimbursed single first class to & fro rail fare (inclusive of sleeper/reservation charges if paid) restricted to 3<sup>rd</sup> AC by the shortest route or actual fare paid whichever is less.

**J. Crucial dates for determining Eligibility Criteria**

<ul style="list-style-type: none"><li>• Possession of Essential &amp; Desirable Qualification as mentioned in this advertisement at <b>para-B</b></li><li>• Possession of Essential Experience as mentioned in this advertisement at <b>para-B</b></li></ul>	<b>As on last date of registration</b>
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**K. Important Dates**

S.No	Particulars	Date
1.	Start of Pre-Registration	18.11.2024, 1900 hours
2.	End Date for Pre-Registration	02.12.2024, 2359 hours

**L. General Instructions:**

- i. Candidates can select multiple roles as per their eligibility and interest. However, decision of ONGC will be final in this regard for consideration of candidature.
- ii. Engagement is purely temporary on contract basis for a period of 5 years. Contract tenure will commence from the date of joining.
- iii. Engagement on contract would be subject to medical fitness.
- iv. It is pertinent to mention that the mere fact that a candidate fulfilling the criteria as prescribed in the advertisement would not bestow on him/her the right to be shortlisted / called for interview or to be considered further for selection process.
- v. No claim for regular employment in ONGC, by virtue of this contractual engagement, shall be entertained at any stage.
- vi. 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 as per Maternity Benefit Amendment Act, subject to fulfillment of eligibility conditions laid down in the Act.
- vii. Candidature/contract of candidate(s) submitting false certificates or suppression/ submission of incorrect information shall be liable for termination/ disqualification/ rejection at any stage.
- viii. Interested candidates fulfilling the above conditions will have to appear for rounds of interview.
- ix. The selected candidates shall be posted at any location of ONGC in India or Abroad. The decision of ONGC will be final in this regard.
- x. Candidates selected and already employed elsewhere shall resign from their respective organization only after being declared medically fit as per extant Medical rules of ONGC. ONGC shall bear no responsibility whatsoever if any candidate resigns from his/her present employment before being declared fit for joining ONGC.
- xi. Dispute(s), if any, are subject to Delhi jurisdiction only.
- xii. Only Indian nationals need to apply.
- xiii. Candidates shall be intimated the date and time of interview through Email.
- xiv. In case of any query please email us on: ***engage\_contract@ongc.co.in***
- xv. ONGC is not responsible for typographical /printing errors, if any.
- xvi. For more information about the Company, you may visit our website [www.ongcindia.com](http://www.ongcindia.com).

**DGM (IE)-I/c Corporate Recruitment  
ONGC**