



ऑयल इंडिया लिमिटेड

(भारत सरकार का उद्यम)

**Oil India Limited**

(A Government of India Enterprise)  
Duliajan – 786 602, Assam

OIL INDIA LIMITED, a Navratna Public Sector Undertaking is the pioneer and second-largest national upstream Oil and Gas Company with a pan Indian presence and growing global footprint. OIL is all set to conquer newer horizons of all-round growth and excellence. It is engaged in Exploration, Production and Transportation of crude Oil, Natural Gas and Manufacture of LPG with its field Headquarters at Duliajan, Dist. – Dibrugarh, Assam.

2.0 Oil India Limited intends to hire the following Accountants on contract basis for its on-land operations in Assam purely for temporary requirement. The contract would be for a minimum period of six months, extendable by another six months tenure upto a maximum period of one year depending upon requirement and the performance of the individual. The details are given below:

Post	Projected Requirements *	Educational Qualification	Remuneration
Accountant on Contract	04	Inter CA / Inter Cost	A consolidated contract fee of Rs. 20,000/- plus Rs.3,500/- as accommodation allowance and Rs. 1,500/- as medical allowance will be paid per month.

\* The projected requirements may change.

3.0 Candidates meeting the above criteria may appear with original marksheets, certificates (including experience certificate) and self attested photocopies of the same and 2 passport size recent photographs for a walk-in- interview for engagement on contract basis as per the details given below:

Post	Date	Reporting time	Venue
Accountant on Contract	10.09.2015	8.30 am to 10.00 am	Centre of Excellence for Energy Studies INTEGRA, Rukminigaon GS Road, Guwahati, Assam 781022

4.0 Leave:

The selected candidate(s) shall be entitled for 15 days paid leave every six months which can be availed to a maximum of 5 days at a time.

5.0 Experience requirement, job profile & responsibilities of Accountant on contract:

5.1 Skill and Post Qualification Experience:

- The candidates must have good knowledge in Accounting/Taxation (both direct and indirect).
- Preference will be given to the candidates having prior exposure in Tendering Procedures/Tender Evaluations
- Experience though not essential will be an added advantage.

5.2 Job Profile:

- To attend tender opening in Materials/Contract Departments
- To undertake commercial evaluation of the bid received from the bidders.
- To prepare/check bid comparative statements.
- To check Accounting and Taxation matters related to tenders.
- Any other matter as may be assigned by GM(F&A) from time to time.

6.0 General Conditions:

- No TA/ DA will be paid to the candidates for appearing in the interview.
- The engagement will not confer any right on the candidate for regularization in OIL.
- The candidates should be of sound health and have to provide a fitness certificate from a Govt. registered medical practitioner at the time of joining in the prescribed format.
- The candidate having command over local language of Assam and English will be given preference.
- Any dispute with regard to the recruitment against this advertisement will be under the jurisdiction of Dibrugarh district court only.

--- X ---