



OIL INDIA LIMITED is a Navratna Company under the Ministry of Petroleum and Natural Gas, Government of India, engaged in business of exploration, production and transportation of crude oil and natural gas and production of LPG. With glorious legacy of hydrocarbon exploration spanning over six decades and with the Core Purpose of “The fastest growing energy company with global presence providing value to stakeholders”, OIL has carved a niche as a leading Indian national oil and gas company in the upstream sector. OIL has pan India presence and growing global footprint.

2.0 Oil India Limited intends to engage the following personnel 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 up to a maximum period of one year depending upon requirement and the performance of the individual. The details are given below:

Post Code	Post	Projected Requirement *	Educational Qualification	Post Qualification Experience	Contract Remuneration per month
CONT/ PROJ/ MECH/ FHQ/2019-01	Mechanical Engineer	01	Graduate in Mechanical Engineering of minimum 4 years duration from a recognized University and approved by AICTE/ UGC.	As on 21.01.2019, minimum 03 years working experience in projects in any Govt./ Public/ Private sector organization of repute. Preference will be given to candidates with experience in Oil and Gas Industry.	Rs. 45,000/-
CONT/ PROJ/ INST/ FHQ/2019-02	Instrumentation Engineer	01	Graduate in Instrumentation Engineering of minimum 4 years duration from a recognized University and approved by AICTE/ UGC.	As on 22.01.2019, minimum 03 years working experience in projects in any Govt./ Public/ Private sector organization of repute. Preference will be given to candidates with experience in Oil and Gas Industry.	Rs. 45,000/-
CONT/ PROJ/ ELEC/ FHQ/2019-03	Electrical Engineer	01	Graduate in Electrical Engineering of minimum 4 years duration from a recognized University and approved by AICTE/ UGC.	As on 23.01.2019, minimum 03 years working experience in projects in any Govt./ Public/ Private sector organization of repute. Preference will be given to candidates with experience in Oil and Gas Industry.	Rs. 45,000/-

* The projected requirements may change.

3.0 Candidates meeting the above criteria should appear for walk-in interview with the duly filled up enclosed ‘Bio-Data’ form (given as attachment) as per the following schedule:

Post Code	Post	Date	Reporting time**	Venue
CONT/ PROJ/MECH/ FHQ/2019-01	Mechanical Engineer	21.01.2019	8.00 am to 9.00 am	Conference Room, Narangi Club, Pipeline Headquarters, Oil India Limited, P.O.- Udayan Vihar, Narangi, Guwahati, Assam
CONT/ PROJ/INST/ FHQ/2019-02	Instrumentation Engineer	22.01.2019		
CONT/ PROJ/ELEC/ FHQ/2019-03	Electrical Engineer	23.01.2019		

** Only those candidates who report at the venue for the walk-in interview on or before 9.00 am on the date of walk-in interview will allowed to appear for the selection process.

3.1 The candidates must bring the following documents at the time of walk-in interview failing which he/ she will not be allowed to appear in interview:

- (a) Original mark-sheets, pass certificates, caste certificate & experience certificates.
- (b) A set of self-attested photocopies of original mark sheets, pass certificates, caste certificate, experience certificate.
- (c) 2 passport size recent photographs.
- (d) Filled-in Bio Data form.

4.0 Leave:

The selected candidate(s) shall be entitled for 10 days paid leave during six months engagement.

5.0 Job Profile:

5.1 **Mechanical Engineer on contract:**

- Ensure compliance with approved drawings.
- Review of work breakdown structure, bar chart schedule, S-Curve, manpower histograms and resource allocation
- Assure and support Quality Assurance, Quality Control of site works in Projects.
- Ensure compliance to all Safety standards at project site.
- Follow up with EPMC/PMC on project activities as required.
- Oversee installation of mechanical components at project site as per contract specifications.
- Ensure compliance of execution of all mechanical jobs at site as per contract terms & conditions for projects.
- Close and constant monitoring of mechanical activities carried out by LSTK/EPC contractor at site.
- Regular site supervision of projects. Ensure proper execution of jobs by EPC/LSTK contractor.
- Assistance in Project commissioning & closure activities
- Provide assistance as required on checking/verifying site work measurements/IMIR

5.2 **Instrumentation Engineer on contract:**

- To execute and support installation & commissioning activities related to instrument and control aspects of the Projects to ensure timely completion of planned jobs as per the approved documents without time and cost overrun.
- Project scheduling and progress reporting.
- Review of work breakdown structure, bar chart schedule, S-Curve, manpower histograms and resource allocation.
- Coordination with vendors and subcontractors for technical and other issues for meeting the delivery/completion schedule.
- Project Progress monitoring & reporting.
- Coordination with contractor/ project Manager/ Engineers for commercial and technical issues.
- Management of resources as per the project schedule and milestones.
- Ensure compliance of execution of all instrumentation jobs at site as per contract terms & conditions.
- Close and constant monitoring of instrumentation activities carried out by LSTK/EPC contractor at site.
- Ensure conformation to instrumentation safety standards of Oil & Gas installations as per DGMS, OISD,
- Regular site supervision of projects. Ensure proper execution of jobs by EPC/LSTK contractor.
- Assistance in Project commissioning & closure activities
- Provide assistance as required on checking/verifying site work measurements/IMIR

5.3 **Electrical Engineer on contract**

- To execute and support installation & commissioning activities related to electrical engineering aspects of the Projects to ensure timely completion of planned jobs as per the approved documents without time and cost overrun.
- Assure and support Quality Assurance, Quality Control.

- Review of work breakdown structure, bar chart schedule, S-Curve, manpower histograms and resource allocation
- Ensure compliance to all Electrical Safety standards as per CEA, DGMS, OISD, CIMFR etc.
- Monitor procurement/supply of electrical equipment's/components of projects.
- Maintain records of electrical equipment's/components of projects.
- Ensure compliance to contract specification of all Electrical Equipment's/Components related to respective Projects.
- Follow up with EPMC/PMC on project activities as required.
- Oversee installation of electrical components at project site as per industry practice/contract specifications.
- Close and constant monitoring of electrical activities carried out by LSTK/EPC contractor at site.
- Ensure Quality checks of ongoing works
- Ensure Safety of works at site
- Assistance in Project commissioning & closure activities
- Provide assistance as required on checking/verifying site work measurements/IMIR

6.0 General Conditions:

- No Travelling Allowance/ Daily Allowance will be paid to the candidates for appearing in the interview.
- The engagement will not confer any right for regularization in OIL.
- The candidates should be of sound health and has to provide a fitness certificate from a Govt. registered medical practitioner at the time of joining in the prescribed format.
- Local conveyance @ Rs. 6,000/- per month will be paid.
- Mobile & Landline telephone reimbursements for due discharge of official responsibilities subject to a maximum of Rs. 1750/- per month or actual whichever is lower, will be paid.
- Travel/ boarding during all official tours outside the place of posting will be provided/ arranged by OIL and an incidental of Rs. 250/- per day will be paid for the actual number of days worked for OIL outside the place of posting.
- Any dispute with regard to the engagement against this advertisement will be under the jurisdiction of Dibrugarh district court only.

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Experience Details (Attach documentary proof)

Name & address of the organization	Post held	Period		Key Responsibilities held	Gross Salary drawn
		From	To		

Extra curricular activities/Hobbies:

Any Other information /relevant details you would like to furnish:

I hereby certify that the particulars furnished as above are true, correct and complete in all respects. I agree and accept without reservation that at any time, if any of the particulars is found to be untrue, incorrect and/ or incomplete, action as deemed fit shall be initiated against me.

Date: _____

Place: _____

Signature of Applicant