



ENGAGEMENT ON CONTRACTUAL BASIS
(ADVT. NO. HRAQ/CONT-EX-B/21-13) dated 28/09/2021

Oil India Limited, a Navratna Public Sector Undertaking is the pioneer and second largest national upstream Oil and Gas Company with a pan India presence and growing global footprint. OIL is 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 production of LPG with its Field Headquarters (FHQ) at Duliajan, Dibrugarh, Assam. OIL has operations in Assam, Arunachal Pradesh, Andhra Pradesh, Odisha, Rajasthan, Mizoram and offices in Kolkata, Guwahati, NOIDA. OIL also has crude oil transportation pipelines from Assam to Barauni in Bihar. In overseas, OIL has presence in USA, Russia, Libya, Nigeria, Gabon, Venezuela, Israel, Bangladesh and Mozambique.

Oil India Limited intends to engage following personnel purely on contractual basis for immediate engagement for on-land operations at Rajasthan Field. The contractual engagement requirement mentioned hereunder may entail working in shifts/on-call duty involving arduous and hazardous nature of jobs in remote/far-flung OIL installations in the production and exploration areas.

Sl. No.	Contractual Engagement Requirement	Eligibility Criteria		Contract Honorarium per month
		Qualification & Experience**	Age Limit (years)	
01	Chemist on contract for Drilling Operations in Rajasthan Fields (03 numbers)	<ul style="list-style-type: none">M.Sc. (Chemistry)/ BE or B.Tech (Chemical Engineering) from a recognized institute and approved by AICTE /UGC. Further, the BE/B. Tech degree should be of minimum four (04) years duration and Master degree should be of minimum two (02) years duration.(05) years of post- qualification experience (#) in drilling wells	Upper age limit as on 12/10/2021 will be 50 years. *Further, age relaxation in applicable category(s) i.e., SC/PwBD/ESM will be as per Govt. of India Guidelines/Instructions.	₹ 50,000/-

***Total Reservation: {UR - 02; SC- 01}**

Note:

- Reservation and age relaxation in applicable category(s) i.e., SC/PwBD/ESM as per Government of India guidelines/instructions.
- Abbreviations used: SC: Scheduled Caste, UR: Unreserved, PwBD: Persons with Benchmark Disabilities, ESM: Ex-Servicemen.
- Contract Period: Minimum period of Six months, extendable by three tenures of Six months each up to a maximum period of two years. The contract tenure will be extendable depending upon requirement of the company and the performance of the individual.
- #Post Qualification Experience as on the last date of application i.e., **12/10/2021**.
- **Experience requirement will be as detailed in para 4.0.

2.0 How to Apply:

- Interested candidates shall apply only through email to **con_app@oilindia.in** on or before **12/10/2021**, with the filled in Personal Bio-Data form which is attached herewith (page 4, 5 and 6 of this advertisement), with the relevant self-attested (signed with dates) document(s)/certificate(s)/testimonial(s) as detailed under:

- i). Date of Birth (DOB) Proof i.e., Birth Certificate or Class X certificate containing DOB.
 - ii). Educational qualification document i.e., Final Year marksheet or pass certificate.
 - iii). Document as proof of work experience.
 - iv). Caste Certificate in proper format (if applicable).
- b) Online Applications without filled in Personal Bio-Data form will be rejected.
 - c) The candidates are advised to send through email the Personal Bio-Data Form along with the above document(s)/certificate(s)/testimonial(s) to the email ID mentioned above in separate PDF files with proper naming in each file.
 - d) The document(s)/certificate(s)/testimonial(s) of the shortlisted candidates will be verified with the originals at the time of joining at OIL.
 - e) Candidature of candidates sending the Personal Bio-Data form without the required scanned documents as mentioned above will be rejected.
 - f) A duly self-attested (with date) recent passport size photograph has to be compulsorily affixed on the top right corner of the Personal Bio-Data form duly self-attested (with date). Personal Bio-Data form without photographs will be rejected.
 - g) Experience will be calculated strictly based on the proof of experience provided/sent vide email along with the Personal Bio-Data form. Candidature of Candidates not providing necessary documents as proof/evidence of experience will be rejected.
 - h) The candidates shortlisted for the interview will be informed through e-mail about the date and time of interview. As such candidates are advised to mention a valid email ID and mobile number.
 - i) The interviews for the shortlisted candidates will be online. The mode of interview (Google Meet, Zoom Call/ Webex, Microsoft Teams etc.) will be intimated to the eligible shortlisted candidates well in advance.
 - j) The candidates will be shortlisted for interview after scrutiny of eligibility by OIL. Candidates meeting the eligibility criteria will only be called for the online interview.
 - k) Online Applications received through email after the last date i.e., **12/10/2021** will be rejected.

3.0 Selection Criteria:

- a) The candidates will be selected based on Online Personal Interview of total 100 marks.
- b) The minimum qualifying marks will be 50 for all categories.
- c) The breakup of 100 marks will be on, Professional Knowledge and skills (in concerned discipline), Professional Knowledge and skills (in allied discipline), Personal Attributes and Soft Skills.

4.0 Experience Requirement, Job Profile & Responsibilities:

- a) The candidate should have skills to perform during critical conditions like pipe stuck, mud loss, well inflow, etc.
- b) The candidate should be able to perform laboratory testing to ascertain the performance of drilling fluid.
- c) Managerial skills to control the key factors of mud engineering, optimal use of proper chemicals, maintaining stock position considering logistics and other factors of Rajasthan.
- d) The selected candidate will be posted in Rajasthan and work as well-site Chemist as per requirement.
- e) Completely responsible for chemical activities inside the well-site.
- f) Attending and rectifying down hole problems.
- g) Report generation and Monitoring drilling fluid parameters.
- h) Strict vigil on pollution.
- i) Any other chemical related jobs required to maintain trouble free drilling operation.

5.0 General Conditions:

- a) In view of the current situation arising out of COVID-19 pandemic, any new guidelines issued from Govt. of India will be strictly adhered to and as such the online contractual Interview might get cancelled/delayed/ extended in line with the govt. guidelines. Hence the interested candidates are advised to keep checking OIL's website regularly.
- b) The contract can be terminated at any time by giving notice of 15 days, by either side.
- c) Candidates will be required to join immediately if selected.
- d) Contract tenure will commence from the date of joining and shall end on expiry of the prescribed period and no separate notice shall be required to be given.
- e) No Travelling Allowance/ Daily Allowance will be paid to the candidates for appearing in the interview.
- f) The contractual engagement will NOT confer any right on the candidate for regularization in OIL.
- g) Candidate/contract of candidate(s) submitting false certificates or suppression/submission of incorrect information shall be liable for termination/disqualification / rejection at any stage.
- h) 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.
- i) The candidates will have to submit a character and antecedents verification certificate from concerned authorities at the time of joining
- j) Local conveyance @ Rs. 6,000/- per month will be paid.
- k) 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.
- l) 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.
- m) All taxes as applicable will be borne by the individual(s).
- n) The selected candidate(s) shall be entitled for 10 days paid leave during six months engagement.
- o) Selected candidate(s) will work in line with other executives of the Company.
- p) Normal Company holidays of OIL will be applicable.
- q) Any dispute with regard to the engagement against this advertisement will be under the jurisdiction of Dibrugarh district court only.

For office use only:
Selection Category:

OIL INDIA LIMITED

(A Government of India Enterprise)
DULIAJAN

Recent 3cm x
3cm
coloured
photograph

PERSONAL BIO-DATA **(CONTRACTUAL ENGAGEMENT)**

Statement of Shri/Smt. _____ given at the time of applying for Chemist on contract for Drilling Operations in Rajasthan Fields:

1. **Name in Full** (in block letters) :
2. **Date of Birth** (DD/MM/YYYY) : 3. **Religion** :
4. **Gender** : 5. **Mother Tongue** :
6. **Father's Name** :
7. **Mother's Name** :
8. **Identification Mark** :
9. **Caste (SC/ST/OBC/Gen)** : Sub-Caste :
10. **Do you belong to Non-Creamy Layer category: Yes** **No** (Please put ✓ as applicable)
11. **Do you belong to Economically Weaker Sections (EWS) category: Yes** **No** (Please put ✓ as applicable)
12. **Marital Status** : **Married** **Unmarried** (Please put ✓ as applicable)
13. **Name of Spouse, if married** :

14. Other Recognised Category	:	<u>Ex-Servicemen</u> (Mention length of Service in Defence)	<u>Persons with Benchmark Disability</u> (Mention category & percentage of disability)
15. Details of serious illness/operation undergone (if any)	:		

16. **(A) Educational Qualification** (acquired as on date):

Exam Passed	Board/University/Institute	Percentage of Marks	Year of Passing

(B) Other Qualification - Licence/Permit etc. (acquired as on date):

Licence/Permit etc.	Board/Authority/Institution	Part/Class etc.	Licence/Permit etc. No.	Valid till

N.B: Self-attested copies enclosed, where applicable

Signature of candidate: _____

Date: _____

Work Experience:				
Designation	Employer's Name & Address	Key Responsibilities Held	Duration	
			From	To
17.				

18. **a) Communication/ Mailing/ Present Address:**

Vill/Town/ Place :

P.O. : PIN :

Police Station : District :

State : **Mobile Number** :

E-mail ID (in block letters) :

b) Permanent Address:

Vill/Town/ Place :

P.O. : PIN :

Police Station : District :

State :

19. **Address Proof Certificate (Enclosed): (Please put a ✓ tick in the box)**

Driving Licence	<input type="checkbox"/>	Voter ID Card	<input type="checkbox"/>	Bank Pass Book	<input type="checkbox"/>
Indian Passport	<input type="checkbox"/>	LPG Cylinder Issuing Book	<input type="checkbox"/>	Recent Electricity Bill	<input type="checkbox"/>
Recent Landline Bill	<input type="checkbox"/>	Govt. Ration Card	<input type="checkbox"/>	Aadhaar Card	<input type="checkbox"/>

N.B: Self-attested copies enclosed, where applicable

Signature of candidate: _____

Date:

20. **Criminal Cases:** (Please put a ✓ tick in the appropriate answer)

	<u>YES</u>	<u>NO</u>
a) Is there any criminal case pending before any Court?	<input type="checkbox"/>	<input type="checkbox"/>
b) Have you ever been arrested?	<input type="checkbox"/>	<input type="checkbox"/>
c) Have you ever been prosecuted?	<input type="checkbox"/>	<input type="checkbox"/>
d) Have you ever been in Jail or Police Custody?	<input type="checkbox"/>	<input type="checkbox"/>
e) Have you ever been fined by the Government Authority?	<input type="checkbox"/>	<input type="checkbox"/>
f) Have you ever been convicted by a Court of Law?	<input type="checkbox"/>	<input type="checkbox"/>
g) Have you ever been debarred from appearing in any examination?	<input type="checkbox"/>	<input type="checkbox"/>
h) Have you ever been rusticated by any Educational authority/Institution?	<input type="checkbox"/>	<input type="checkbox"/>

21. I, Shri/Smt. _____, hereby solemnly declare that the above information is duly filled by me and is true to the best of my knowledge. If any false/incorrect declaration/information has been made/provided by me herein, I will be liable for cancellation/disqualification at any stage of my contractual engagement and for such action as deemed fit in this regard.

* N.B: Self-attested copies enclosed, where applicable

Signature: _____

Full Name: _____

Date: _____