

CMD/OIL/PER/14C(IT)/2021

Dated 10.08.2021

1.0 Oil India Limited (OIL) intends to engage a Consultant on contract for a period of six months extendable by six months for developing and implementing the digital roadmap in various functions. Applications are invited from interested candidates for engagement as Consultant in OIL.

2.0 **Job Responsibilities:**

- a) Assist OIL for assessment of current digital capabilities and Skill & competencies gap identification and formulate strategy to bridge the gap.
- b) Advise OIL for developing and implementing the digital roadmap to prioritise digital use, creation of organisational resources, governance structure, implementation roadmap and execution plan.
- c) Visit operational areas in various Fields to monitor progress of the execution plan.
- d) The incumbent may be required to work for any other digitization projects whenever considered necessary.

NB: The above list is only indicative and not exhaustive.

3.0 **Eligibility:**

- a) The incumbent should have retired from oil sector PSU at the level of CGM/ED having minimum 15 years of experience in IT related discipline.
- b) The age of the incumbent should not be more than 65 years as on 9th September 2021.

4.0 **Period of Contract:** Six months extendable by six more months depending on the requirement of the Company.

5.0 **Place of Posting:** Noida. However, the consultant will have to visit areas in various fields/projects for operational requirements from time to time.

6.0 **Honorarium and Facilities:**

a) Honorarium:

| S No | Level | Monthly Honorarium* |
|------|-------|---------------------|
| i | CGM | Rs.1,43,000/- |
| ii | ED | Rs.1,70,000/- |

*The above honorarium will be lump-sum and inclusive of local conveyance, landline/mobile, internet expenses, etc. The applicable GST, if any, will be extra and borne by the Company. Income tax, as applicable, will be deducted.

b) Paid leave of 10 (ten) days for 6 (six) months.

- c) Travel/Boarding and Lodging during all official tours outside the place of posting will be extended as per entitlement of the grade last held.
- d) Incidentals of Rs.250 per day for the actual number of days worked for OIL outside the place of posting.
- e) Incumbent will work in line with regular executives of the Company.

7.0 **Selection Procedure:** Selection will be based on personal interaction by a Selection Committee.

8.0 Please note that no TA/DA will be paid.

9.0 Interested and eligible candidates may send their duly filled in application form (in prescribed format along with requisite documents) to Oil India Limited, Plot No. 19, Sector 16A, Noida 201301 at email id cont_rectdel@oilindia.in on or before 23:59 hours of **9th September, 2021.**



ऑयल इंडिया लिमिटेड
(भारत सरकार का उद्यम)
Oil India Limited
(A Government of India Enterprise)

Conquering Newer Horizons

*Please affix your recent
passport size photograph*

APPLICATION FOR ENGAGEMENT AS CONSULTANT

| | | |
|---|--|--|
| 1 | Name of the Applicant: | |
| 2 | Father's Name: | |
| 3 | Date of Birth: | |
| 4 | Gender: | |
| 5 | Address for Communication: | |
| 6 | Permanent Address (if different from address for communication): | |
| 7 | Telephone/Mobile No. | |
| 8 | E-mail ID | |

| 9 | EDUCATIONAL QUALIFICATIONS | | | | |
|------|-------------------------------|----------------------|-----------------|----------------------------|-----------------|
| S No | Degree | College/ Institution | Year of passing | Specialization/ Discipline | Class/ Division |
| a. | Graduation | | | | |
| b. | Post Graduation | | | | |
| c. | Others (if any) | | | | |
| d. | Any other academic details | | | | |
| e. | Member of Professional Bodies | | | | |

| 10 | EXPERIENCE DETAILS | | | | | |
|-------|---|---------------|---------------------------------|-------------------|----|------------------|
| S. No | Name of the organization | Position held | Grade of the Position last held | Period of Service | | Nature of duties |
| | | | | From | To | |
| a. | | | | | | |
| b. | | | | | | |
| c. | | | | | | |
| d. | | | | | | |
| e. | Write-up on relevant experience (maximum 300 words) | | | | | |

DECLARATION

I hereby certify that the particulars furnished above are true, correct and complete in all respects. In case of information provided by me being found incorrect or false, my appointment may be cancelled at any time without informing me.

| | |
|--------|-----------------------------------|
| Date: | Signature of the applicant |
| Place: | |

Please enclose copy of following documents along with the application:

1. Proof of Date of Birth.
2. Documentary proof of having overall minimum overall experience of 15 years.