

IMMEDIATE

File No. C-31014/4/2015-CA (Part-1)  
Government of India  
Ministry of Petroleum and Natural Gas  
Shastri Bhawan, New Delhi

Dated: 15/2/16

Subject: Selection for the post of Chairman and Managing Director (CMD),  
Oil India Limited (OIL)

Applications are invited for filling up the post of Chairman and Managing Director (CMD), Oil India Limited (OIL) on deputation basis by exempting the rule of immediate absorption, for a period of 5 years from the date of assumption of charge of the post or up to the date of superannuation, or until further orders, whichever is earliest.

2. The post of CMD, OIL has been exempted from the rule of immediate absorption with the concurrence of Department of Public Enterprise and approval of the Appointments Committee of the Cabinet (ACC).

3. Company profile, Job Description, Eligibility, Duration of the post and other details for appointment to the post of CMD, OIL are also enclosed herewith.

4. \* The Cadre Controlling authorities are requested to forward the duly filled in applications (Curriculum Vitae as per proforma enclosed) of the eligible and willing officers, who can be spared immediately, along with CR Dossiers for the last five years and Vigilance clearance report as per the enclosed proforma. The Curriculum Vitae duly supported by documents will be assessed by the Search cum Selection Committee (SCSC) while selecting candidates for appointment to the post of CMD, OIL on deputation basis. The application complete in all respects may be forwarded to the Deputy Secretary, Ministry of Petroleum and Natural Gas, R.No. 204-B, Shastri Bhawan, Dr. Rajendra Prasad Road, New Delhi-110001 on or before 10<sup>th</sup> March 2016.

5. It is also requested that advance action may be taken to keep the ACRs for last 5 years, of those candidates ready along with their vigilance profile[(i) Penalty imposed, if any, during the last 10 years(ii) Details of disciplinary action initiated/being initiated if any, etc.] to be furnished as and when selection meeting is scheduled.

(Mary Jacob)

Deputy Secretary to the Government of India  
Phone:23387936

Encl: As above

1. All Ministries/Department of the Central Government
  2. Chief Secretaries of all State Governments
  3. Administrators of Union Territories
- It is requested that the vacancy circular may please be given wide publicity in their Ministries/Deptt.

24/2/16  
778/2016  
29.02.16

## APPOINTMENT OF CHAIRMAN AND MANAGING DIRECTOR (CMD) OIL INDIA LIMITED (OIL)

Oil India Ltd. (OIL) was incorporated in 1959 under Indian Companies Act 1956 as a partnership venture between Government of India and Burmah Oil Company Limited, UK with the objective to manage oil fields in Assam. The Company became a Central Public Sector Enterprise in 1981. Over the years, the operations of the company have extended to various areas in India and abroad. It is a Schedule 'A' / Navratna CPSE under the administrative control of Ministry of Petroleum and Natural Gas.

Applications are invited for the post of Chairman & Managing Director, OIL to be appointed on full time/deputation basis as per the details mentioned below:

### 1) Job Description and Responsibilities

The Chairman & Managing Director is the Chief Executive of the Company and accountable to its Board of Directors and Government. He/She is responsible for the efficient functioning of the Corporation for achieving its corporate objectives and performance parameters.

### 2) Pay Scale of the Post

₹ 80,000 – 1,25,000 p.m. + PRP + other benefits as admissible.

### 3) Eligibility and Qualifications/Experience

i. AGE should be minimum 45 years and maximum 57 years as on 01.01.2016

### ii. Qualification and Experience

The applicant should be a graduate with good academic record from a recognized university/institution. He/She should possess adequate experience at a senior level of management in a large organization of repute.

Persons with technical/MBA qualification and having experience in management and familiarity with finance and marketing/production will have added advantage. Knowledge and experience in Petroleum/Oil Industry is desirable.

#### a) For officers of CPSEs

Candidates should, on the date of advertisement, be working in the following or a higher pay scale of:

Executive Director or equivalent of a Schedule 'A' CPSE.

#### b) For Officers of Central Govt./Armed Forces of the Union/ All India Services

The post has been exempted from the rule of Immediate absorption and candidates may apply on deputation basis also. Candidate should, on the date of advertisement, be in the following or a higher pay scale/rank:

- Officers of Central Govt. / All India Services holding a post of the level of Joint Secretary or carrying equivalent scale of pay.
- Officers of Armed Forces holding rank of Major General in the Army or equivalent rank in Navy / Air Force.

#### c) For Private Sector

Candidate should possess at least 20 years of post-qualification experience in any organization of repute, out of which at least 3 years should be at Board level in Oil & Gas Company.

### 4) Duration of Appointment

The appointment shall initially be for a period not exceeding five years or upto the date of superannuation, whichever is earlier.

### 5) Submission of Applications

Applications must be accompanied by a CV of the applicant along with brief note, not exceeding 2 pages of A4 size, on any outstanding achievements made in the career and his/her vision for the development of Oil/Petroleum sector in India.

Prospective candidates from the Central Public Sector and Government Officers shall submit their applications, through proper channel in the format at Annexure, which may be downloaded from the website of the Public Enterprises Selection Board (<http://www.pesb.gov.in>)

### 6) The application along with all required enclosures should reach on or before 10<sup>th</sup> March, 2016.

### 7) Search-cum-Selection Committee may also make nominations of eligible and qualified candidates for the post. The Committee may also recommend relaxation in the eligibility, age and qualifications/ experience criteria in respect of Outstanding Candidates.

All applications should be addressed to:  
Deputy Secretary (CA), Ministry of Petroleum and Natural Gas,  
Room No. 204-B, Shastri Bhawan, Dr. Rajendra Prasad Road,  
New Delhi-110001. Phone No. 011-23387936

## अध्यक्ष एवं प्रबंध निदेशक (सीएमडी) ऑयल इंडिया लिमिटेड (ओआईएल) की नियुक्ति

असम स्थित तेल क्षेत्रों के प्रबंधन के उद्देश्य से भारत सरकार और बर्मा ऑयल कंपनी लिमिटेड, यूके के बीच एक हिस्सेदारी उद्यम के रूप में भारतीय कम्पनी अधिनियम 1956 के तहत ऑयल इंडिया लिमिटेड (ओआईएल) का गठन 1969 में किया गया था। 1981 में कम्पनी एक केन्द्रीय सार्वजनिक क्षेत्र का उपक्रम बनी। विगत कई वर्षों में, भारत और विदेश में कंपनी का प्रचालन कई क्षेत्रों में फैला है। यह पेट्रोलियम और प्राकृतिक गैस मंत्रालय के प्रशासनिक नियंत्रण के अधीन एक अनुसूची-ए / नवरत्न सीपीएसई है।

अध्यक्ष एवं प्रबंध निदेशक, ओआईएल के पद के लिए निम्नलिखित विवरण के अनुसार पूर्णकालिक/प्रतिनियुक्ति आधार पर नियुक्त किए जाने हेतु आवेदन आमंत्रित किए जाते हैं।

### 1) कार्य विवरण और उत्तरदायित्व

अध्यक्ष एवं प्रबंध निदेशक, कंपनी के मुख्य कार्यकारी होता है तथा अपने निदेशक मंडल और सरकार के प्रति जवाबदेह होता है। वह कंपनी के कॉर्पोरेट उद्देश्यों और कार्य निष्पादन मानकों को प्राप्त करने के लिये कंपनी और कॉर्पोरेशन के कुशल संचालन के लिए उत्तरदायी है।

### 2) पद का वेतनमान

₹ 80,000 - 1,25,000 प्रतिमाह + पीआरपी + अन्य ग्राह्य लाभ

### 3) पात्रता और योग्यता/अनुभव

i. आयु 01.01.2016 को न्यूनतम आयु 45 वर्ष और अधिकतम आयु 57 वर्ष होनी चाहिए।

### ii. योग्यता और अनुभव

आवेदक किसी मान्यता प्राप्त विश्वविद्यालय/संस्थान से स्नातक होना चाहिए और उसका शैक्षणिक रिकॉर्ड अच्छा होना चाहिए। उन्हें किसी प्रतिष्ठित बड़े संगठन में प्रबंधन के एक यरिष्ठ स्तर पर पर्याप्त अनुभव होना चाहिए।

तकनीकी/एमबीए योग्यता रखने वाले व्यक्तियों, जिन्हें प्रबंधन में अनुभव हो और वित्त एवं विपणन/उत्पादन में अच्छी जानकारी हो, को अतिरिक्त लाभ के तौर पर माना जाएगा। पेट्रोलियम/तेल उद्योग में ज्ञान और अनुभव वांछनीय है।

ए. केन्द्रीय सार्वजनिक क्षेत्र के उपक्रम (सीपीएसई) के अधिकारियों के लिए विज्ञापन की तिथि को उम्मीदवार निम्नलिखित अथवा उच्च वेतनमान में कार्यरत होना चाहिए:

एफ अनुसूची ए सीपीएसई के कार्यकारी निदेशक या समतुल्य

बी) केन्द्र सरकार/संघ की सशस्त्र सेनाओं/अखिल भारतीय सेवाओं के अधिकारियों के लिए

पद को तत्काल आपेक्षण करने के नियम से छूट दी गई है तथा उम्मीदवार प्रतिनियुक्ति के आधार पर भी आवेदन कर सकते हैं। विज्ञापन की तिथि को उम्मीदवार निम्नलिखित या उच्च वेतनमान/रैंक में कार्यरत होना चाहिए:

- केन्द्र सरकार/अखिल भारतीय सेवा के अधिकारी, जो संयुक्त सचिव के स्तर या समकक्ष वेतनमान में हैं
- सशस्त्र सेना के अधिकारी जो मेजर जनरल के रैंक या नौसेना/वायु सेना में समकक्ष रैंक पर हैं

सी), निजी क्षेत्र के लिए

उम्मीदवार को किसी प्रतिष्ठित संगठन में योग्यता परचातु कम से कम 20 वर्ष का अनुभव होना चाहिए, जिसमें से कम से कम 3 वर्ष का अनुभव बॉर्ड स्तर पर तेल एवं गैस कंपनी में निदेशक स्तर पर होना चाहिए।

### 4) नियुक्ति की अवधि

प्रारंभ में नियुक्ति की अवधि पांच वर्ष या सेवानिवृत्ति की तिथि, जो भी पहले हो, से अधिक नहीं होगी।

### 5) आवेदन जमा करना

आवेदन के साथ आवेदक का जीयन-वृत्त और एक संक्षिप्त टिप्पणी, जो ए4 साइज के 2 पृष्ठ से अधिक न हो, संलग्न होना चाहिए जिसमें उनके द्वारा अपने करियर में प्राप्त उत्कृष्ट उपलब्धियों और भारत में तेल/पेट्रोलियम क्षेत्र के विकास के लिए उनके दृष्टिकोण का उल्लेख होना चाहिए।

केन्द्रीय सार्वजनिक क्षेत्र से सम्भावित उम्मीदवार और सरकारी अधिकारी अपने आवेदन-पत्र अनुलग्नक में दिए गए प्रपत्र, जिन्हें लोक उद्यम चयन बोर्ड (<http://www.pesb.gov.in>) की वेबसाइट से डाउनलोड किया जा सकता है, के अनुसार उचित माध्यम से भेज सकते हैं।

6) सभी आवश्यक दस्तावेजों के साथ आवेदन 10 मार्च 2016 या उससे पहले तक पहुंच जाने चाहिए।

7) खोज-सह-चयन समिति भी इस पद के लिए पात्र और योग्य उम्मीदवारों का नामांकन कर सकती है। समिति उत्कृष्ट उम्मीदवारों के संबंध में पात्रता, आयु और योग्यता/अनुभव मापदंड में छूट की सिफारिश कर सकती है।

आवेदन प्रेषित करने का पता:

उप सचिव (सीए), पेट्रोलियम और प्राकृतिक गैस मंत्रालय,  
कमरा नं. 204-बी, शास्त्री भवन, डॉ. राजेंद्र प्रसाद रोड,  
नई दिल्ली-110001, फोन नं. 011-23387935

**ANNEXURE**

**APPLICATION FORM FOR CENTRAL PUBLIC SECTOR EXECUTIVES/GOVT. OFFICERS [THROUGH PROPER CHANNEL]**

**(Note: Any column left blank will make the application incomplete and liable for rejection.)**

1. Name of the post applied for: \_\_\_\_\_
2. (a) Name (as per official records) \_\_\_\_\_  
 (b) Identification Number (For Defence Service personnel) \_\_\_\_\_  
 (c) Designation of the Applicant (in full) \_\_\_\_\_
- (d) Category as per Employment Status:- Officer of a CPSE/Central Govt./Armed  
Forces of the Union/ All India Services  
 (Please tick as applicable)
- (e) Office Address: \_\_\_\_\_
3. Address for communication \_\_\_\_\_
4. Telephone No: Office \_\_\_\_\_ Residence \_\_\_\_\_ FAX No. \_\_\_\_\_  
 Mobile No. \_\_\_\_\_ E-Mail address \_\_\_\_\_
5. Date of Birth \_\_\_\_\_ Age as on date of vacancy \_\_\_\_\_
6. Eligibility criteria:

	As per job description	Possessed by the officer	Whether eligible or not
Educational/professional qualifications(alongwith the name of Institutions)			
Pay Scale			
Length of service in eligible pay scale			

7. Positions held during the preceding ten years:-

Sl. No.	Designation, and place of posting	Organisation	From	To	Pay scale
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					

7(a). Details of experience relevant for the advertised post and job description, out of 7 above:

Sl. No.	Designation, and place of posting	Organization	From	To	Pay scale	Nature of experience
1.						
2.						
3						
4						

Note : 1. You may attach a write up, if you wish, not exceeding two pages, in support of your candidature.

2. Full form of all abbreviations used while making entries in the application form should be suitably explained i.e in footnotes or a separate attachment.

8 (A) Do you hold lien in any other organization other than where currently working ?

Yes	No
-----	----

If yes:

- a) name of the organization in which the lien is held :-
- b) date from which the lien is held :-

(B) Are you on deputation?

Yes	No
-----	----

If yes:

Date from which you have been on deputation :-

9 (a) Whether any punishment awarded to the applicant during the last 10 years.

Yes	No
-----	----

If yes, the details thereof

(b) Whether any action or inquiry is going on against him as far as his knowledge goes.

Yes	No
-----	----

If yes, the details thereof

**CERTIFICATE**

I certify that the details furnished by me in Cols. 1 to 9 are true to the best of my knowledge and belief.

**UNDERTAKING**

I hereby undertake to join the post, if selected. I understand that if I convey my unwillingness to join after the interview is held, but before the appointment is processed, or after issue of offer of appointment, I may be debarred for a period of two years for being considered for a Board level post in any CPSE other than the one to which I belong.

*(Name and Signature of the applicant)*

Date:

**(To be filled by the PSU/Ministry /Department concerned)**

It is certified that the particulars furnished above have been scrutinized and found to be correct as per official records.

Signature & Designation of  
the Competent Forwarding  
Authority with Telephone no. & Office Seal.

**PROFORMA TO BE FILLED FOR VIGILANCE CLEARANCE**

**NAME OF THE OFFICER:**

Note :

1. Each column should be replied in descriptive manner.
2. Proforma should be signed by an officer not below the rank of under Secretary.

1.	Details of disciplinary proceedings initiated against the officer during his career, so far.	
2.	Whether complaints including that of corruption, against the officer, which in the view of the state government may have a direct bearing / relevance on the vigilance status of the officer as on date, are pending against the officer. If so, details thereof.	
3.	Whether any preliminary inquiry or any other vigilance related matter is pending against the officer. If so, full facts of the pending matter.	
4.	Whether any criminal proceedings were registered against the officer during his career so far. If so, the details/present status and final outcome thereof.	
5.	Whether the name of officer appears in the Agreed List.	

Signature & stamp

Of the officer certifying the proforma