



ऑयल इंडिया लिमिटेड

(भारत सरकार का उद्यम)

Oil India Limited

(A Government of India Enterprise)

HRAQ/CONT-EX-B/23-74 dated 25/05/2023

1.0 Oil India Limited (OIL), a Navratna Public Sector Undertaking is the second largest national upstream Oil & Gas Company with pan India presence and global footprint. Oil India Limited intends to engage 1(one) Consultant (Land & Coordination) in Mahanadi Basin Project, OIL, Bhubaneswar on consolidated honorarium for a period of 06 (six) months, extendable by 03 (three) tenures of 06 (six) months each up to a maximum period of 02 (two) years depending upon requirement of the Company. Applications are invited from interested and eligible candidates for engagement as Consultant (Land & Coordination) in OIL.

2.0 **Job Description/Responsibilities:**

Consultant (Land & Coordination): 1(one) requirement

- a) To attend land related matters including acquisition of land either through bi-partite negotiations or through Govt. of Odisha on permanent or lease basis including returning the land to the landowners/Govt. of Odisha after completion of exploratory drilling campaign if there are no future plans for commercial production.
- b) To liaise with the landowners for negotiation of compensation rate for lease/permanent acquisition of land, preparation of agreements and renewal thereof whenever necessary.
- c) To liaise with Govt. Departments and District Administrations for obtaining necessary permissions and execution of processes for acquired land on lease / permanent basis.
- d) To attend all public issues and work towards early resolution for uninterrupted operations for exploration of hydrocarbons.
- e) To prepare proposals for approval of Competent Authority for acquiring land on lease / permanent basis.
- f) To maintain all land related documents in a systematic manner and present before OIL officials as and when required.
- g) To liaise with Govt. Departments/Public Representatives.
- h) Any other assignment that may be required to be undertaken from time to time.

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

3.0 Eligibility:

- a) Must have retired from OIL/other PSU/Government/Private Sector at the level of Executive/Gazetted Officer with 30 (thirty) years of working experience out of which minimum 15(fifteen) years should be in Executive/Gazetted Officer Grade with experience of handling liaison/coordination/land related matters.
- b) The applicant should be a graduate in any discipline from a recognized college/university with proficiency in English language. The applicant should be able to work on desktop computers and must have basic knowledge of MS Word and MS Excel.

- c) The age of the applicant should not be more than 63(sixty-three) years on the last date of receipt of applications.
- d) Candidates fluent in reading and writing Odia language will be given preference.

4.0 **Period of Contract:** 06(six) months, extendable by 03(three) tenures of 06(six) months each up to a maximum period of 02(two) years depending upon requirement of the Company.

5.0 **Place of Posting:** Bhubaneswar.

6.0 **Honorarium and Facilities:**

Monthly Honorarium	Rs.40,000/-
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- i. Local conveyance @Rs.6,000/- per month.
- ii. Mobile & Landline telephone reimbursement for due discharge of official responsibilities subject to a maximum of Rs.1,750/- per month or actual, whichever is lower.
- iii. Travel/Boarding and Lodging during all official tours outside the place of posting would be extended as per entitlement of the grade last held.
- iv. Incidentals of Rs.250 per day for the actual number of days worked for OIL outside the place of posting.
- v. Paid leave of 10(ten) days for 06(six) months.
- vi. All taxes would be borne by the individual.
- vii. Normal Company holidays of OIL will be applicable.
- viii. Incumbent would work in line with regular executives of the Company.

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

8.0 Please note that no TA/DA will be paid. Further, no reimbursement shall be provided for joining.

9.0 Accommodation will have to be arranged by the selected candidate.

10.0 Interested and eligible candidates may send their duly filled in application form (in prescribed format given on page 3 & 4 along with self-attested requisite documents) at email id **bep_office@oilindia.in** on or before 23:59 hours of **24/06/ 2023**.

11.0 The shortlisted candidates will be informed through email about the mode of Personal Interaction, scheduled date and time. As such, the candidates are advised to mention a valid e-mail ID and mobile phone number.

12.0 Online applications received after 23:59 hours of **24/06/ 2023** will be rejected. Applications submitted without supporting documents for proof of date of birth, educational qualification and relevant experience will be rejected.



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Please affix your
recent passport size
photograph

**APPLICATION FOR ENGAGEMENT AS CONSULTANT
(LAND & COORDINATION), MBP, OIL**

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 Phone No.				
8	E-mail ID (in block letters)				
9	Details of Educational Qualification				
Sl. 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.	Members of Professional Bodies				

10 Experience Details						
Sl. No.	Name of 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: _____

Place: _____

Signature of Applicant

Please enclose copy of the following documents along with the application:

1. Proof of Date of Birth.
2. Proof of relevant experience.