

OIL INDIA LIMITED
KG BASIN PROJECT, KAKINADA

ENGAGEMENT OF RETIRED OIL SECTOR PSU OFFICERS / GOVT. OFFICIALS AS CONSULTANT (LAND & COORDINATION) ON CONTRACT BASIS AT BAY EXPLORATION PROJECT, BHUBANESWAR (ORISSA)

1.0 Oil India Limited intends to engage a Consultant for Land related matters and for Coordination role on contract basis in its Bay Exploration Project Office at Bhubaneswar on consolidated honorarium for a period of one year. Applications are invited from interested candidates for engagement as Consultant (Land & Co-ordination) in Oil India Limited.

2.0 Job Responsibilities :

- (a) To attend Land related matters including acquisition of Land (both permanent and on Lease), restoration of Land, etc.
- (b) To liaise with all land owners towards preparation of agreements on renewal of lease of land, negotiation with land owners from time to time.
- (c) To liaise with District Administration for all PEL related matters and also pursue the preparation of estimates, obtain utilisation certificates, etc, if any.
- (d) To attend all public issues and solve the problems for uninterrupted operations.
- (e) Liaisoning with other Departments of Govt of Orissa for any other matters.
- (f) To prepare the drafts for approval of the competent authority for payment of Land Lease / Rent etc.
- (g) To maintain all land related documents in a systematic manner.
- (h) To meet the Public Representatives as well as District Officers along with Officers of OIL to solve any environmental issues, if any, occurred in the OIL's locations.
- (i) 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) The incumbent should have either retired from oil sector PSUs at a level of Deputy General Manager or retired Govt. Gazetted Officer of a minimum Tahsildar level preferably from Orissa, having minimum 15 years of experience of handling liaison / coordination / Land related matters.
- (b) The age of the incumbent should not be more than 70 years as on 29.12.2020.

(c) The candidates should not have any disciplinary cases / criminal cases during his service career.

(d) Candidates having Oriya as mother Tongue will be given preference.

4.0 Period of Contract : One year extendable by one more year depending on the requirements of the Company.

5.0 Place of Posting : Bhubaneswar, Orissa.

6.0 Honorarium and Facilities :

(a) Contract Remuneration of Rs. 40,000 /- per month.

(b) Local conveyance @ Rs. 6,000/- per month.

(c) 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.

(d) Travel / Boarding during all official tours outside the place of posting will be as per entitlement of the Grade 'A' executives of OIL.

(e) Incidentals Rs. 250/- per day for the actual number of days worked for OIL outside the place of posting.

(f) Paid leave entitlement of 10 (ten) days for 06 (six) months.

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

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

9.0 Interested and eligible persons may send their duly filled in application (in prescribed format given below) to **General Manager (HSE & Administration)**, BEP, Oil India Limited, IDCO Towers, 3rd Floor, Janpath, Bhubaneswar, Orissa, Pin-751 022 or via E-mail to **KGB_CONS@oilindia.in** on before **29.12.2020 by 17:00 hours**.



ऑयल इंडिया लिमिटेड
Oil India Limited

**APPLICATION FOR ENGAGEMENT AS
CONSULTANT (LAND & COORDINATION)**

*Please affix your recent
passport size photograph.*

Position applied for	
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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 as 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