

No. 7/5/2016-PESB

भारत सरकार / Government of India

कार्मिक एवं प्रशिक्षण विभाग / Department of Personnel & Training

लोक उद्यम चयन बोर्ड / Public Enterprises Selection Board

ब्लॉक संख्या 14, सी जी ओ कॉम्प्लेक्स, लोदी रोड

Block No.14, C.G.O. Complex, Lodhi Road

नई दिल्ली / New Delhi – 110003,

दिनांकित/Dated: May 12th, 2016

OFFICE MEMORANDUM

Sub: Selection for the post of DIRECTOR (TECHNICAL), NUMALIGARH REFINERY LIMITED(NRL) in schedule 'B' of the CPSE.

The Public Enterprises Selection Board (PESB) is seeking qualified candidates for the post of **DIRECTOR (TECHNICAL), NUMALIGARH REFINERY LIMITED(NRL)** in schedule "B" of the CPSE, the scale of pay of the post being **Rs. 65,000-75,000/-(Revised)**. A copy of the job description for the post is enclosed.

2. It is requested that names of candidates seniority-wise who are eligible as per job description for the said post alongwith their up-to-date bio-data (in the prescribed form) duly endorsed may kindly be forwarded to PESB by **20th July 2016**. It is also requested that advance action may be taken to keep the ACRs for last 5 years, of those candidates ready alongwith their latest 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 the selection meeting is scheduled.

3. If the relevant details are not received within the stipulated time, it will be assumed that there are no eligible candidates to be sponsored for the post.

Encl.: As above

(सी. ए. जैकब/C. A. JACOB)

उप सचिव, भारत सरकार

Deputy Secretary to the Govt. of India

☎ 24362936

**MINISTRY OF PETROLEUM & NATURAL GAS,
(SHRI K D TRIPATHI, SECRETARY)
NEW DELHI**

Copy to:- MD, Numaligarh Refinery Ltd,122-A, G.S. Road, Christian Basti, Guwahati, Assam- 781005, with the request to forward the names of all candidates eligible as per job description to PESB in the prescribed format along with the endorsement. ACRs and Vigilance profile may also be kept ready for being furnished as and when the selection meeting is scheduled.

- 1 All Chief Executives of other Central PSUs (including subsidiaries) for circulation among the eligible candidates.
- 2 Establishment Officer, Department of Personnel & Trg. Ministry of Personnel, PG & Pensions.
- 3 All Chief Secretaries of State Governments & UTs
- 4 (i) Defence Secretary, South Block, New Delhi.
(ii) Military Secretary MS(X), South Block, New Delhi.
(iii) AOP, Air HQrs., Vayu Bhawan, New Delhi.
(iv) COP, Naval HQrs. 'C' Wing, Sena Bhawan, New Delhi.

For circulating the vacancy among
Government Officers

(सी. ए. जैकब/C. A. JACOB)

उप सचिव, भारत सरकार

Deputy Secretary to the Govt. of India

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Block No.14, C.G.O. Complex, Lodhi Road
नई दिल्ली / New Delhi – 110003

पी.एस.यू. का नाम NAME OF THE PSU	:	NUMALIGARH REFINERY LIMITED(NRL)
पद का नाम NAME OF THE POST	:	DIRECTOR (TECHNICAL)
रिक्ति की तारीख DATE OF VACANCY	:	01/02/2017
सी.पी.एस.ई. की अनुसूची SCHEDULE OF THE CPSE	:	B
पद का वेतनमान SCALE OF THE POST	:	Rs. 65,000-75,000/-(Revised/संशोधित)

1. COMPANY PROFILE

Numaligarh Refinery Limited (NRL) was incorporated under the Indian Companies Act, 1956 with the objective to develop core competencies in Refining and Marketing of petroleum products with a focus on achieving international standards on safety, quality and cost; maximize wealth creation for meeting expectations of stakeholders and to contribute towards the development of the North Eastern Region. NRL is a Schedule 'B' / Miniratna CPSE in Petroleum (Refinery & Marketing) sector under the administrative control of Ministry of Petroleum & Natural Gas.

The authorized and paid up capital of the Company was Rs. 1000 crore and Rs. 735 crore respectively as on March 31, 2015.

Its Registered and Corporate offices are at Guwahati, Assam.

NRL is a subsidiary of Bharat Petroleum Corporation Limited which holds 61.65% equity shares.

2. JOB DESCRIPTION AND RESPONSIBILITIES:

Director (Technical) is a member of the Board of Directors and reports to Managing Director. He exercises overall control for achieving the highest standards of efficiency and safety in Refinery operations. He is also responsible for projecting, planning and executing new plants and facilities in the Refinery and timely completion of the projects. In addition, he is required to exercise overall control in marketing function including marketing projects.

3. ELIGIBILITY

I. AGE: On the date of occurrence of vacancy (DOV)

Candidate	Age limit on DOV	
	Minimum	Maximum
Internal	40	58
Others	40	57

The age of superannuation is 60 years

II. EMPLOYMENT STATUS:

The applicant must, on the date of application, as well as on the date of interview, be employed in a regular capacity – and **not** in a contractual/ad-hoc capacity – as one of the following:-

- (i) An officer of a Central Public Sector Enterprise (CPSE) (including a full-time functional Director in the Board of a CPSE);
- (ii) An officer of the Central Government/ Armed Forces of the Union;
- (iii) An officer of an All India Service.

III. QUALIFICATION:

The incumbent should be an engineering graduate from a recognized university/institute with good academic record.

Applicants holding MBA/Post Graduate Diploma in management will have an added advantage.

Minimum Qualification can be relaxed in the case of internal candidates and government officers with relevant and adequate background and experience.

IV. EXPERIENCE:

The incumbent should possess adequate technical/operational experience at a senior level of management in a large organization of repute, out of which at least two years within the last ten years should have been in major production/ manufacturing units. Persons with experience in dealing with technical and Techno-economic functions of petroleum refining/petrochemicals industry will have added advantage.

V. PAY SCALE:

- (a) Officers of CPSEs.

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

Rs. 6250-7475 (IDA)
Rs. 8250-10050 (IDA) POST 01.01.1992
Rs. 18500-23900 (IDA) POST 01.01.1997
Rs. 43200--66000 (IDA) Post 01.01.2007
Rs. 14300-18300 (CDA)
Rs. 37400--67000 + GP Rs. 8700 (CDA)

The minimum length of service required in the eligible scale will be one year for internal candidates, and two years for others as on the date of vacancy.

(b) **Officers of Central Govt./ Armed Forces of the Union/ All India Services**

Candidate should, on the date of application, be in the following or a higher pay scale/ rank:

- (i) Officers of Central Govt./ All India Services holding a post of the level of Director in Govt. of India or carrying equivalent scale of pay;
- (ii) Officers of Armed Forces:- Brigadier in the Army or equivalent rank in Navy/Air Force.

VI. Condition of Immediate Absorption for Government Officers

Government Officers, including those of the Armed Forces, will be eligible for consideration only on immediate absorption basis.

4. DURATION OF APPOINTMENT

The appointment shall be for a period of five years or upto the date of superannuation whichever is earlier.

5. SUBMISSION OF APPLICATIONS

Prospective candidates from the Central Public Sector and Government officers shall submit their applications, through proper channel, in the format at Annexure.

The applications for various categories of the officers are routed through proper channel as follows:

- a) For Government Servants: through Cadre Controlling authority.
- b) For CMD's/MD's/Director's in CPSE: through the concerned administrative Ministry.
- c) For below Board level in CPSE: through the concerned CPSE.

6. UNDERTAKING BY THE APPLICANT/CANDIDATE

a) An applicant has to give an undertaking as a part of the application that he/she will join the post, if selected. If an applicant does not give such undertaking, the application would be rejected.

b) If a candidate who appeared for the interview and is selected by the PESB, conveys his/her unwillingness to join after the interview is held, but before the appointment is processed, he/she would be debarred for a period of two years from the date of interview from being considered for a Board level post in any CPSE other than the one to which the candidate belongs.

c) If a candidate gives his/her unwillingness to join after the issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment from being considered for a Board level post in any CPSE other than the one to which the candidate belongs.

d) In the above cases, no request for relaxation or otherwise would be entertained.

Annexure may be downloaded from the website of PESB.

Last date of receipt of applications in PESB is 20th July 2016. No application shall be entertained under any circumstances after the stipulated date. Incomplete applications and applications not submitted as per the prescribed format are liable to be REJECTED.

Board reserves the right to shortlist candidates for interview.

Applications are to be addressed to RAJIV RAI, Secretary, Public Enterprises Selection Board, Public Enterprises Bhawan, Block No. 14, CGO Complex, Lodhi Road, New Delhi-110003.

ALL CORRESPONDENCE WITH THE PUBLIC ENTERPRISES SELECTION BOARD SHOULD BE ADDRESSED TO SECRETARY, PUBLIC ENTERPRISES SELECTION BOARD ONLY.