

Room No. 312, "B" Wing,
Shastri Bhawan, New Delhi
Dated: 15th February, 2008

CIRCULAR

Subject: Filling up of the post of Executive Director in the Petroleum Conservation Research Association (PCRA), New Delhi.

It is proposed to fill up the post of Executive Director in the Petroleum Conservation Research Association (PCRA), New Delhi on deputation basis, initially for a period of three years and extendable by two more years.

2. PCRA is a Society registered under the provisions of the Societies Registration Act, 1960. Secretary, Ministry of Petroleum and Natural Gas is the ex-officio Chairman of the Society and also the Chairman of the Governing Body. The scale and perquisites of ED, PCRA are normally that of an Executive Director in a Schedule-I Public Sector Undertaking. However, in the case of an All-India Service Officer appointed to the post, it would be operated in the scale of pay of Joint Secretary to the Government of India. The Executive Director is primarily responsible for the direction of the Programmes and the activities of PCRA, subject to control of the Governing Body and under the guidance of the Executive Committee.

Eligibility Criteria for the post of ED, PCRA:

(i) Educational Qualifications:

Essential Qualification: Graduate in Engineering or Science.

Desirable Qualification: Doctorate or any other higher qualification in Engineering or science subject or in energy management and conservation. Also, any academic qualification in mass communication or journalism would be added advantage.

Provided that in case it is decided to fill up the post by taking a Government Officer from All India Services/ any Class I Central Government Service, the Chairman could relax the criteria under the Essential Qualification in consultation with the Governing Body on a case-to-case basis.

(ii) **Professional Experience:**

Essential Experience: A minimum experience of 16 years of management in any industry, academic or R&D institution or in Government.

Desirable Experience: Five years of experience in any of the fields hereinafter indicated, viz (a) oil and gas industry, (b) energy management, (c) energy conservation. Any publications by way of research papers, technical reports or articles in any of these fields, and/or any experience in mass communication or media publicity would be an added advantage.

(iii) **Age Limit:**

The age of the candidate applying for the post should not be more than 55 years on the last date of receipt of the application.

3. The application and requisite documents are to be sent through proper channel (cadre controlling authority in case Group 'A' officers) alongwith vigilance clearance to the Additional Secretary, Ministry of Petroleum & Natural Gas and Vice-Chairman, PCRA, Shastri Bhawan, New Delhi-110001.

4. The last date of receipt of application is two weeks from the date of issue of this circular.



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Encl: Proforma

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