

Advertisement in the Website

**Advertisement No.OVL/DLH/CONSLT-2025**

Applications are invited from eligible superannuated employees of CPSE under the administrative control of Ministry of Petroleum & Natural Gas for engagement of Consultant/Advisor in ONGC Videsh Ltd., New Delhi on contractual basis as per following details:

Sl. No.	Position	No. of Post	E -Level	Essential Qualification	Essential Experience	Upper Age Limit	Monthly Remuneration / Emoluments
1.	Associate Advisor / Advisor – Finance	1	E8 – E9	CA/CMA/Fulltime MBA with specialisation in Finance	Minimum 10 years of experience at senior management level with knowledge of corporate finance matters such as Corporate Budget, Corporate Marketing, Corporate Accounts etc include handling Audit including CAG, Knowledge of Production sharing contracts, joint Operation agreement etc and work experience in respect of International E&P activities including Accounting, Work Program & Budget thereof.	*64 Years as on 01/07/2025	<ul style="list-style-type: none"> • For E8: Rs. (1,35,000 + 30,000) • For E9: Rs. (1,50,000 + 40,000)

Note:-* Applicant should not cross 64 years at the time of joining.

*#While applying for the above positions the applicant should ensure that the employees of ONGC/OVL and Schedule 'A' PSUs shall be engaged at the same levels at which they are superannuated. Employees retiring from Schedule 'B' PSU will be considered one level below and Schedule 'C' PSU shall be considered two levels below for engagement purpose. **In case of non-fulfilment of level as defined above, application shall be rejected.***

1. All interested individuals may like to see the details of requirement (Annexures A1) and submit their application through email, in the prescribed format duly filled in, signed and scanned, along with the documents within 15 days from the date of publication to OVLStrategicHR@ongcvidesh.in.
2. **Applications received after due date shall not be entertained.**
3. Only those individuals who fulfil the eligibility criteria may apply. For any specific query related to this advertisement you may contact (Phone number 011-26755356/26755399/237555400) during working days (Monday to Friday) from 2:30 pm to 5:00 pm only.
4. Last Date of receipt of application: 15 days from date of publication of advertisement.
5. Date, Venue for Interaction& other details shall be intimated to shortlisted candidates in due course of time through email.
6. Period of Engagement: The minimum tenure of engagement shall ordinary be for an initial period of six months, which can be extended for a year and on yearly basis thereafter, up to two years (ONGCOffice Order No.(16/2023)- 17(11)/07-CP, dated-15/06/2023), subject to a maximum of 65 years of age, whichever is earlier. This extension of service will be subject to annual performance review by Executive Committee.
7. **Other Terms & Conditions of Engagement:**
 - a) Engaged personnel shall be hired for Headquarters at Delhi **and not for foreign posting.**
 - b) In case the Engaged personnel is required to relocate to Delhi / NCR from other cities and do not have their own house in Delhi / NCR, then they shall be provided partly furnished Bachelor Accommodation by the Company against recovery as per rates decided by ONGC Videsh subject to availability.
 - c) The domestic/overseas tour if any, shall be governed under TA/DA Policy of the Company according to the entitlement of their "E" level.
 - d) Engaged personnel shall be eligible for 12 days CL in a calendar year @ one casual leave per month on pro- rata basis.
 - e) The working hours shall be as per ONGC Videsh Ltd. working hours; office space will be decided by ONGC Videsh Ltd.
 - f) He/she will have no right to claim regular employment in ONGC Videsh Ltd. later, by virtue of this contractual engagement.
 - g) He/she shall keep confidential all information / transactions / data pertaining to ONGC Videsh received by him/her directly or indirectly.

- h) He/she shall be governed by the above terms & conditions as may be modified from time to time.
- i) In case of any conflict / contradiction related to this engagement, the decision of ONGC Videsh will be final and binding.
- j) The employees of ONGC/OVL and Schedule 'A' PSUs shall be engaged at the same levels at which they superannuated. Employees retiring from Schedule 'B' PSU will be considered one level below and Schedule 'C' PSU shall be considered two levels below for engagement purpose. Accordingly ex- employee of schedule 'B' and 'C' PSU may apply e.g. Ex Director of schedule 'B' can apply for position of E9 and so on.
- k) He/she shall apply only for one position.
- l) The engagement will be terminable on one-month advance notice from either side or payment of emoluments for one month in lieu thereof. On receipt of notice of termination of Contract from Consultant / Advisor, an exit interview shall be conducted by Reporting Officer to ascertain the reasons of termination of contract and the feedback and suggestions from Consultant / Advisor for system improvement / associated job assignments etc. in the company.

(Kindly use the same format. Add additional sheets wherever required)

APPLICATION FORM

(For Engagement of Consultant/Advisor on contract basis at ONGC Videsh Ltd.)

Please affix duly
self-attested
passport size
recent
photograph

Position applied for:

1. Name:.....
2. Father's name:.....
3. Full Postal Address:.....
.....
4. Telephone/Mobile number: (Whatsapp)
5. E-mail address:.....
6. Date of Birth: (DD/MM/YY)
7. Qualifications:

S.No.	Qualification	School/College/University/Institute	Year of passing

8. Experience:

S.No.	Name of the Organization/Department	Designation	Period of Experience		Nature of Work handled
			From (Date)	To (Date)	

Please specify the exact total no. of years/months of experience desired in Roles and Responsibilities?

Note:

Kindly submit a brief Statement of Purpose in 200-250 words for the following questions:
(You may attach separate sheet thereof)

- A) How do you consider yourself a suitable candidate for this position?
- B) How will you contribute and add value to the roles and responsibilities outlined for this position?

9. Category (General/ SC / ST / OBC/EWS/ PWD):
10. Applicant Retired as:.....
11. Pay scale at the date of retirement:
12. Date of Retirement: (DD/MM/YYYY)
13. Date of Birth: (DD/MM/YYYY)
14. Executive level in their organization (E2 –E9/Director):.....
15. Schedule of PSU (A/B/C):.....
16. Name of the Organization (if serving in any Organization now):.....

17. Nature of Duties/Job in the current organization (attach a sheet if required)

DECLARATION 1: I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false/incorrect or ineligibility being detected before or after interview, my candidature/engagement is liable to be rejected / terminated at any stage.

DECLARATION 2: I hereby declare that as per the rules of (Please mention the company you have superannuated from) I have completed the cooling off period after superannuation and am eligible to apply for the above position. Clearance by company is provided.

Date:_____

Place:_____

(Signature of the Candidate)

Name of the candidate

Kindly attach copies of following documents duly self-attested:

- 1- Proof of Date of Birth
- 2- Service certificate issued by PSU, at superannuation.
- 3- Highest Educational certificate
- 4- Proof of address

ANNEXURE A1

Terms of Reference –Associate Advisor / Advisor – Finance

Department: - Finance

Level required: -E8 – E9

Qualifications:CA/CMA/Fulltime MBA with specialisation in Finances

S.No.	Description	Information
1	Roles And Responsibilities with deliverable & timelines	To review and advise Director (Finance) on all proposals/assignments pertaining to finance & Accounts. To assist in Corporate Accounts, Project Accounts, Audits including CAG. Partners Audit, Internal Audit, Marketing functions, Work Program and Budgets of the company and projects and any other assignments as and when required.
2	Nature of Assignment (office / field)	Office
3	Duration of Assignment	Six monthsand to be extended based on assignment
4	Position	Associate Advisor / Advisor – Finance
5	Level	E8– E9
6	Age Limit	Maximum 64 Years as on date of joining
7	Location	Corporate Office, ONGC Videsh Limited, Vasant Kunj, New Delhi
8	Qualification	CA/CMA/Fulltime MBA with specialisation in Finance
9	Essential Experience	Minimum 10 years of experience at senior management level with knowledge of corporate finance matters such as Corporate Budget, Corporate Marketing, and Corporate Accounts etc include handling Audit including CAG, Knowledge of Production sharing contracts, joint Operation agreement etc and work experience in respect of International E&P activities including Accounting, Work Program & Budget thereof.
10	Performance evaluation process & periodicity thereof	To bereviewedafter6monthsofthe initial engagement andannuallythereafter, as per policy.
11	Reporting Authority	Director (Finance), ONGC Videsh Limited
12	Honorarium admissible as per policy	<ul style="list-style-type: none">For E8: Rs. (1,35,000 + 30,000)For E9: Rs. (1,50,000 + 40,000)