

DIRECTORATE GENERAL OF HYDROCARBONS
(Under the Ministry of Petroleum & Natural Gas, Govt. of India)
OIDB Bhavan, Tower-A, Plot-2, Sector-73, NOIDA, INDIA

ENGAGEMENT OF ADVISORS

Directorate General of Hydrocarbons(DGH), under Ministry of Petroleum & Natural Gas, Govt. of India, invites applications for engagement of Advisors in the following disciplines on contract basis:

1. Advisor(Contract Finance)
2. Advisor(Exploration and Production)

Candidates with qualifications/experience in the respective areas may apply with details.

Interested candidates are required to send their application directly to Head(HR), DGH, OIDB Bhawan, Tower-A, Plot no.2, Sector-73, Noida-201301, INDIA, together with all supporting self-attested documents of relevant qualification and experience, latest by **15th July 2019** (Monday).

Only shortlisted candidates will be intimated and called for personal interaction at DGH.

DGH reserves the right to reject all applications without assigning any reasons thereof. No further communication/enquiry shall be entertained.

Head HR, DGH
Email : admnhr@dghindia.gov.in

Application for _____

1. **NAME** :
2. **PRESENT ADDRESS** :
3. **CONTACT DETAILS** :
- (Mobile, Landline and E-Mail) :
4. **DATE OF BIRTH (AGE)** :
5. **MARITAL STATUS & GENDER** :

Paste your
recent
colored
passport

6. EDUCATIONAL QUALIFICATIONS:

SN	Qualification	College/Institute	University	Year of Passing	Percentage/Grade

(Rows may be added/deleted)

7. PROFESSIONAL EXPERIENCE (starting from the latest):

SN	Position Held	Pay Scale	Organisation	From (dd/mm/yyyy) to (dd/mm/yyyy)	Responsibilities
1					
2					
3					
4					

(Rows may be added/deleted)

8. ACHIEVEMENTS AND AWARDS, IF ANY:

- i)
- ii)

(Rows may be added/deleted)

9. REFERENCES (Please provide two references):

S. N.	Name	Complete Address	E-mail, Mobile and Landline
1			
2			

It is certified that particulars furnished above are correct and true to the best of my knowledge and belief.

PLACE :

SIGNATURE :

DATE :

NAME :

Job Profile

- Position : Advisor - Contract Finance (CF)
- Educational qualifications : MBA(Finance)/M.Com.
- Desirable : Chartered Accountant (C.A.)
- Work Experience : Retired from Oil PSUs at a senior position
With minimum 25 years of relevant experience, and atleast 10 years in
Audit, PSCs, Joint Ventures issues such as Royalty, Cess, LDs etc.
- Job responsibilities :
- Enabling Govt. Audit of PSCs including appointment of Govt. Auditors, addressing audit exceptions and settlement thereof
 - Appointment of auditors by Management Committee - Review
 - Participate in management committee meetings, review minutes as finance representative and handling issue arising there from
 - Adoption of audited accounts of Exploratory and Production blocks,
 - Assisting of Arbitration and court cases, disputes relating to commercial issues arising out of contractual obligations,
 - Assisting MOPNG in formulation of Hydrocarbon policies and Petroleum related revenue policies.
- Age : Not more than 65 years
- Remuneration : As per ONGC guidelines on engagement of retired officials
- Tenure : Upto 5 years

Job Profile

Position : Advisor – Exploration and Production

Educational qualification : B.Tech./B.E. from reputed University

Desirable : Degree in Management

Work Experience : Retired from Oil PSUs at a senior position
With minimum 25 years of relevant experience of at least 10 years onshore/offshore field experience in Oil and Gas Exploration and Production activities, Budgeting, Contracts and Projects Monitoring
Independently handled Oil and Gas Assets/Basins, Strategic Planning, and proven abilities to handle different Stakeholders and government agencies

Job responsibilities :

- Advise Govt. of India on the matters related to upstream oil and gas operations, policy planning and implementation,
- Assist in effective execution of govt. of India contracts with various E&P operators across the country, and
- Advise Ministry in taking decisions on Oil economy for effective exploitation of Oil and Gas Reserves and Resources.

Age : Not more than 65 years

Remuneration : As per ONGC guidelines on engagement of retired officials

Tenure : Upto 5 years
