

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

Directorate General of Hydrocarbons (DGH), under Ministry of Petroleum & Natural Gas, Govt. of India, invites applications from eligible persons for the following positions purely on contract basis:

1. Associate (IT)
2. Consultant (IT)
3. Associate (Programming)
4. Consultant (Programming)
5. Associate (Civil)
6. Associate (HR)
7. Consultant (Reservoir)
8. Consultant (Geology)
9. Consultant (Production)

Interested candidates are required to send their applications by e-mail on: dghrecruitment@dghindia.gov.in, in the prescribed format together with all supporting self-attested documents of relevant qualifications and experience, latest by 25/07/2023 (Tuesday).

Only shortlisted candidates will be intimated and invited for further selection process. DGH reserves the right to reject any/all applications without assigning any reasons thereof. No further communication/enquiry shall be entertained.

Head (HR),
Email ID: dghrecruitment@dghindia.gov.in

SN	Parameter	Detailed description
1	Name of the Post and numbers	Associate (IT) No of Posts: 01
2	Essential Qualification(s): Desirable Qualifications, if any:	Graduate in Computer Engineering with minimum 60% marks Or Graduate Engineering degree in Information Technology with minimum 60% of marks Or Post Graduate in Computer Science with minimum 60% marks (From a Govt. recognized University/Institute approved by UGC/AICTE)
3	Experience profile:	Minimum 5-6 years relevant experience. (Preferably in reputed E&P sector organisation(s))
4	Desired skill-sets: <ul style="list-style-type: none"> • Technical • Managerial 	<ul style="list-style-type: none"> • Good understanding of various LAN technology and protocols, LAN Topology , Networking Devices, their functionality. • A good knowledge of configuration and administration of various network devices like switch, router, modem, Remote Access Technologies etc. • A good knowledge of Fiber Optic principles and its implementation in Networks, network security management, firewall etc. • Knowledge and experience on issues related information security, Network Design and Implementation • Experience in all IT security related activities including IT Hardware / Network maintenance. • Should have sound understanding of maintenance aspects. Should have good understanding of IT-related hardware. • Experience in all IT related activities including IT Hardware and operating system maintenance. • A good knowledge of Unix, Linux and Windows Operating system, utilities and setup procedure. • OS level administration tasks like file systems, user account logs and permissions, backup, password management, monitoring load on the server.
5	Age bracket (range):	Not more than 35 years as on closing date of applications
6	Remuneration suggested: (per month)	Negotiable
8	Tenure of engagement/deputation (in months) (Extendable upto, if any)	2 years, extendable by 1 year on mutual basis and as per requirement of DGH

SN	Parameter	Detailed description
1	Name of the Post and numbers	Consultant (IT) No of Posts: 01
2	Essential Qualification(s): Desirable Qualifications, if any:	Graduate in Computer Engineering with minimum 60% marks Or Graduate Engineering degree in Information Technology with minimum 60% of marks Or Post Graduate in Computer applications (MCA) with minimum 60% marks Or Post Graduate in Computer Science with minimum 60% marks (From a Govt. recognized University/Institute approved by UGC/AICTE)
3	Experience profile:	Minimum 10 years relevant experience in reputed organisation(s)
4	Desired skill-sets: <ul style="list-style-type: none"> • Technical • Managerial 	<ul style="list-style-type: none"> • Experience in database design (modelling and normalization), capacity planning, performance tuning, db storage management, back-up and recovery, managing schemas, report generation and DB clustering technologies. • Good Knowledge of Oracle management tools (RMAN, Data pump etc). • Strong practical experience of Oracle Database Administration (12C,19c) in a production environment. • Experience in all IT security related activities including IT Hardware/Network maintenance. • Should have sound understanding of maintenance aspects pertaining to servers and end-user machines. • Should be able to perform OS level administration tasks, management of user account logs etc. • Experience in oil & gas E&P Sector will be given additional weightage
5	Age bracket (range):	Not more than 40 years as on closing date of applications
6	Remuneration suggested: (per month)	as per industry norms
8	Tenure of engagement/deputation (in months) (Extendable upto, if any)	2 years, extendable by 1 year on mutual basis and as per requirement of DGH

SN	Parameter	Detailed description
1	Name of the Post and numbers	Associate (Programming) No of Posts: 01
2	Essential Qualification(s): Desirable Qualifications, if any:	Graduate in Computer Engineering with minimum 60% marks Or Graduate Engineering degree in Information Technology with minimum 60% of marks Or Post graduate in Computer applications (MCA) with minimum 60% marks Or Post Graduate in Computer Science with minimum 60% marks (From a Govt. recognized University/Institute approved by UGC/AICTE)
3	Experience profile:	Minimum 5-6 years relevant experience. (Preferably in reputed E&P sector organisation(s))
4	Desired skill-sets: <ul style="list-style-type: none"> • Technical • Managerial 	<ul style="list-style-type: none"> • Good knowledge of various programming languages/ tools , structured programming technique and DBMS. • Good knowledge of testing and debugging and application performance tuning. • Coding as per the FS and thorough understanding of the Functional Specifications. • Good knowledge of Oracle , Access, VB .net , C++, HTML, Java, Java script & other programming Languages • Good understanding of the Oracle database, operating system, related utilities and tools • Ability to perform both Oracle and operating system performance tuning and monitoring • Knowledge of ALL Oracle backup and recovery scenarios & Oracle security management • Experience in code migration, database change management and data management through the various stages of the development life cycle
5	Age bracket (range):	Not more than 35 years as on closing date of applications
6	Remuneration suggested: (per month)	Negotiable
8	Tenure of engagement/deputation (in months) (Extendable upto, if any)	2 years, extendable by 1 year on mutual basis and as per requirement of DGH

SN	Parameter	Detailed description
1	Name of the Post and numbers	Consultant (Programming) No of Posts: 01
2	Essential Qualification(s): Desirable Qualifications, if any:	Graduate in Computer Engineering with minimum 60% marks Or Graduate Engineering degree in Information Technology with minimum 60% of marks Or Post graduate in Computer applications (MCA) with minimum 60% marks Or Post Graduate in Computer Science with minimum 60% marks (From a Govt. recognized University/Institute approved by UGC/AICTE)
3	Experience profile:	Minimum 10 years relevant experience in reputed organisation(s)
4	Desired skill-sets: <ul style="list-style-type: none"> • Technical • Managerial 	<ul style="list-style-type: none"> • Good working knowledge of the following <ul style="list-style-type: none"> • .NET platform with C#, MVC and Entity Framework • HTML, JavaScript & CSS • O Oracle SQL, PL/SQL programming. • Good knowledge of testing, debugging and application performance tuning. • Must understand the Functional Specifications and must be able to write code as per the same. • Good understanding of the Oracle database, operating system, related utilities, and tools • Experience in code migration, database change management and data management through the various stages of the development life cycle. • Must be able to provide end telephonic, face to face support to users. • Experience in oil & gas E&P Sector will be given additional weightage.
5	Age bracket (range):	Not more than 40 years as on closing date of applications
6	Remuneration suggested: (per month)	as per industry norms
8	Tenure of engagement/deputation (in months) (Extendable upto, if any)	2 years, extendable by 1 year on mutual basis and as per requirement of DGH

SN	Parameter	Detailed description
1	Name of the Post and numbers	Associate (Civil) No of Posts: 01
2	Essential Qualification(s): Desirable Qualifications, if any:	Bachelor's Degree/Diploma in Civil Engineering with minimum 60% marks from a Govt. recognized University/Institute approved by UGC/AICTE.
3	Experience profile:	Minimum 5-6 years relevant experience in reputed organisation(s) in government/private sector/PSUs in Office building designing and construction
4	Desired skill-sets: <ul style="list-style-type: none"> • Technical • Managerial 	<ul style="list-style-type: none"> • Building maintenance and renovation jobs • Minor civil works • Planning and designing of office spaces • Building Designing, landscaping and horticulture • Candidates with experience in office maintenance, renovation jobs as per Central Government/CPWD rates will be given preference
5	Age bracket (range):	Not more than 40 years as on closing date of applications
6	Remuneration suggested: (per month)	Negotiable
8	Tenure of engagement/deputation (in months) (Extendable upto, if any)	2 years, extendable by 1 year on mutual basis and as per requirement of DGH

SN	Parameter	Detailed description
1	Name of the Post and numbers	Associate (HR) No of Posts: 02
2	Essential Qualification(s): Desirable Qualifications, if any:	MBA/Post Graduate degree/diploma in Management with specialization (Full time course) in HR/Personnel Management with minimum 60% marks OR Post Graduate degree/diploma in Personnel Management/Industrial Relations with minimum 60% marks (From a Govt. recognized University/Institute approved by UGC/AICTE)
3	Experience profile:	Minimum 5-6 years relevant experience in reputed organisation(s) preferably in Oil and Gas sector
4	Desired skill-sets: <ul style="list-style-type: none"> • Technical • Managerial 	Manpower Planning, Recruitment, Training and Development, Performance Management, Knowledge of Labour laws, Contracts and contractual manpower management, GeM procurement etc
5	Age bracket (range):	Not more than 35 years as on closing date of applications
6	Remuneration suggested: (per month)	Negotiable
8	Tenure of engagement/deputation (in months) (Extendable upto, if any)	2 years, extendable by 1 year on mutual basis and as per requirement of DGH

SN	Parameter	Detailed description
1	Name of the Post and numbers	Consultant (Reservoir) No of Posts: 01
2	Essential Qualification(s): Desirable Qualifications, if any:	Post Graduate degree in Geology/Geophysics (Must have Mathematics/Physics at B.Sc. level) with minimum 60% marks Or Post Graduate degree in Mathematics/Physics/Chemistry (Must have Mathematics/Physics at B.Sc. level) with minimum 60% marks Or Post Graduate degree in Petroleum Technology (Must have Mathematics /Physics at B.Sc. level) with minimum 60% marks or Graduate degree in Petroleum /Applied Petroleum /Chemical Engineering with minimum 60% marks (From a Govt. recognized University/Institute approved by UGC/AICTE)
3	Experience profile:	Minimum 10 years relevant experience in reputed E&P sector organisation(s)
4	Desired skill-sets: <ul style="list-style-type: none"> • Technical • Managerial 	Reservoir modelling and simulation, analytical reservoir engineering Preparation of Field Development Plan, Well-testing design & Interpretation knowledge and knowledge of Reserves classification Softwares: MBAL, PETREL, RE & ECLIPSE, CMG OFM, PROSPER etc. Experience in Reservoir management, database management & Economic analysis preferred
5	Age bracket (range):	Not more than 45 years as on closing date of applications
6	Remuneration suggested: (per month)	Negotiable
8	Tenure of engagement/deputation (in months) (Extendable upto, if any)	2 years, extendable by 1 year on mutual basis and as per requirement of DGH

SN	Parameter	Detailed description
1	Name of the Post and numbers	Consultant (Geology) No of Posts: 02
2	Essential Qualification(s): Desirable Qualifications, if any:	Post Graduate degree in Geology with minimum 60% marks (From a Govt. recognized University/Institute approved by UGC/AICTE)
3	Experience profile:	Minimum 15 years relevant experience in reputed E&P sector organization (s) out of which at least 5 years must be in a major Oil & Gas Company for managing/working in a large Geological & Geophysical Database/Data Repository.
	Required skill-sets:	<ul style="list-style-type: none"> • Proficient in managing day-to-day subsurface data operations, including assessment, loading, validation, and quality control of the NDR (National Data Repository) database. Capable to handle data requests and transfer/export data in the required formats to different operators. • Proficient in creating projects for data visualization using applications like Decision Space Geoscience (DSG), Petrel and Paradigm during various bid rounds such as OALP, DSF, and CBM. Capable of maintaining project backups and restoring them for bid the round activities of the NDR. • Strong skilled in loading/unloading of subsurface data, particularly 2D/3D seismic data and well-log data, from the database and delivering it to Indian and overseas E&P (Exploration and Production) operators. Capable to ensure timely delivery of requested data and associated reports to Operators after required quality checks. • Skilled in integrating new geological/geophysical, petrophysical, and well data into the NDR database while ensuring accuracy and completeness of the subsurface database. • Hands-on experience in working with industry-standard data management software such as Petro Bank and ProSource.
4	Desired skill-sets: <ul style="list-style-type: none"> • Technical • Managerial 	<ul style="list-style-type: none"> • Experience of working in National Data Repository of any Country. • Skilled in coordinating with operators working in Domestic & Overseas basins to ensure the submission of acquired, processed, and interpreted data along with associated reports to the NDR. Capable of efficiently processing online and offline data requests, managing invoicing, and dispatching of data to operators.
5	Age bracket (range):	Not more than 50 years as on closing date of applications
6	Remuneration suggested: (per month)	Negotiable
8	Tenure of engagement/deputation (in months) (Extendable upto, if any)	2 years, extendable by 1 year on mutual basis and as per requirement of DGH

SN	Parameter	Detailed description
1	Name of the Post and numbers	Consultant (Production) No of Posts: 01
2	Essential Qualification(s): Desirable Qualifications, if any:	Graduate degree in Petroleum Engineering with minimum 60% marks Or Graduate degree in Chemical Engineering with minimum 60% marks Or Graduate degree in Mechanical Engineering with minimum 60% marks (From a Govt. recognized University/Institute approved by UGC/AICTE)
3	Experience profile:	Minimum 10 years relevant experience in reputed E&P sector organisation(s)
4	Desired skill-sets: <ul style="list-style-type: none"> • Technical • Managerial 	In anyone or more from the following areas: <ul style="list-style-type: none"> • Experience of wells, surface facilities and metering and Projects • Production surface facilities, artificial lifts & data management • Designing of offshore pipeline, optimisation of casing/tubing size, MDT etc.
5	Age bracket (range):	Not more than 40 years as on closing date of applications
6	Remuneration suggested: (per month)	Negotiable
8	Tenure of engagement/deputation (in months) (Extendable upto, if any)	2 years, extendable by 1 year on mutual basis and as per requirement of DGH

Application for Post/Discipline: _____

(No rows/column should be left blank)

1. FULL NAME :
2. PRESENT ADDRESS :
3. CONTACT DETAILS
(Mobile, Landline and e-mail) :
4. MS Teams id :
5. DATE OF BIRTH :
6. MARITAL STATUS & GENDER :
7. PROFESSIONAL DETAILS OF SPOUSE :
8. EDUCATIONAL QUALIFICATIONS:

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

(Rows may be added/deleted)

9. PROFESSIONAL EXPERIENCE (starting from the latest):

SN	Position Held	Pay (CTC) Per Month	Organisation	From (dd/mm/yyyy) to (dd/mm/yyyy)	Major Responsibilities
1					
2					

(Rows may be added/deleted, Maximum of One additional self-certified signed page may be added)

10. ACHIEVEMENTS/AWARDS/RESEARCH PAPERS/PUBLICATION IN INTERNATIONAL FORA, IF ANY:

- i.
- ii.

(Rows may be added/deleted)

11. CURRENT PACKAGE PER MONTH: _____(Attach copy of latest payslip).

12. 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 in case if anything is found to be false / concealed, my application may be summarily rejected without any notice/further correspondence.

PLACE:
DATE:

SIGNATURE :
NAME :