



OIL AND NATURAL GAS CORPORATION LIMITED
RECRUITMENT OF DEPUTY GENERAL MANAGER
(LOGISTICS)-AVIATION

ADVERTISEMENT NO.1/2016(R&P)

Oil and Natural Gas Corporation Limited (ONGC) is a Maharatna and is the only PSU among the only two companies from India to feature in the Fortune World's Most Admired Companies 2014. 'Platts Top 250 Global Energy Company Ranking 2014', the Industry benchmark for excellence in the sector on a global level, has ranked ONGC 3rd in the category of 'Exploration & Production' and 21st in overall listing of Global Energy Companies. Ranked 183rd in the Forbes Global 2000 list of world's biggest companies for the year 2014. Achieved 'Randstad Award' for Most Attractive employer in Energy Sector in India.

ONGC is looking for energetic and experienced **Executive at E6 level as DGM (Logistics)-Aviation to handle Offshore Helicopter Operations of ONGC**. The incumbent will be placed in the pay scale of Rs. 51300 – 73000 with an increment of 3% per year. Besides Basic Pay, employee is entitled to allowance @ 47% of Basic Pay under Cafeteria Approach, Dearness Allowance, HRA/Company Accommodation, Contributory Provident Fund, Conveyance Maintenance, Substantial Performance Related Pay (PRP), Medical Facility for self and dependents, Gratuity, Self Contributory Post Retirement Benefit Scheme and Composite Social Security Scheme as per Company rules. The Company offers one of the best Compensation packages in cost to company (CTC) terms in the country with opportunity of merit-oriented advancement in a professionally managed organization focused on growth.

A. Broad roles and responsibilities of the post:

- i. Safety Audit of offshore heli-decks and helicopter operators regarding the operation and maintenance practices.
- ii. Preparation of documents on safe operating practices regarding helicopters operations for safety of passengers and crew members.
- iii. Issuing time to time aviation advisory on incidents, accidents, technical snags in helicopters of operators and remedial measures for ensuring safety in Air Logistics operations.

- iv. Surveillance Inspection of Operators e.g. Pilot & Co-Pilot qualification, experience with respect to AS4 aviation standard, DGCA regulations and monitoring their Flight Duty and Time Limitations (FDTL) for operations, pre-flight medical check-up of crew etc.
- v. Providing guidance on latest regulatory requirement.
- vi. Compliance of Aviation Standards and DGCA Regulations by operators.
- vii. Analysis of Hazard Alerts card received from the Helicopter Operators.
- viii. Analysis of passenger feedback card for improvements.
- ix. Liaison with ATC/AAI on day to day requirement of Helicopters Operations
- x. Address the issues of Pilots & Co- Pilots and coordination with DGCA

Details of the post and Eligibility Criteria:

Designation	DGM (Logistics)-Aviation
Level	E6
No. of post	1(Unreserved)
Qualification & Experience	<ul style="list-style-type: none"> • The incumbent should possess a current Airline Transport Pilot License (H) or Commercial Helicopter Pilot License (H) on twin-engine helicopter with Instrument Rating. • Having at least 10,000 hours of total flying experience, including offshore flying, on twin engine, out of which 6,000 hours as Pilot-in-Command. • And should have minimum 10 years managerial experience / Operations in-charge in aviation industry.
Upper Limit* Age	50 years as on 01.01.2016

*ONGC departmental candidates will be allowed relaxation in age as per existing rules

B: SELECTION PROCESS

Selection will be on the basis of Qualification, Experience and performance in personal Interview. However in case of number of candidates fulfilling the criteria are more, the Appointing Authority shall decide the number of candidates to be considered for the post and may accordingly enhance the criteria for qualification and /or experience. Departmental candidates, fulfilling the requisite eligibility criteria will be given first consideration. Furnishing of wrong / false/Incomplete information will be a disqualification and ONGC will NOT be responsible for any consequence of furnishing of such wrong/false/ Incomplete information.

C: HOW TO APPLY

Indian nationals fulfilling the requirements may send their application by post to **Chief Manager (HR)-Recruitment, ONGC, Green Hills, Ground Floor, 'B' Wing, Tel Bhavan, Dehradun-248003 on or before 10.02.2016. The application format can be downloaded from ONGC website www.ongcindia.com.**

No payment is required to be paid for applying to this post.

NOTE-

1. A recent colored passport size photograph should be affixed on the top right hand corner of the application duly self attested.
2. Attested photocopy of certificates such as 10th Mark Sheet for Date of Birth, Airline Transport Pilot License(H) or Commercial Helicopter Pilot License (H), on twin engine helicopter with IR(Instrument Rating), flying experience certificate and minimum 10 years managerial experience / Operations in-charge in aviation industry etc, are required to be attached with the application.
3. The post applied for should be super-scribed as "**DGM (Logistics)-Aviation** " on the top center of the envelope.
4. Before applying the candidate should ensure that he/she fulfills the eligibility criteria and other norms mentioned in the advertisement. Candidature is liable to be rejected at any stage of recruitment process or after recruitment or joining if any information provided

by the candidate is found false or is not found in conformity with eligibility criteria mentioned in the advertisement.

5. Eligible candidates called for interview will be reimbursed to & fro AC 2 Tier rail/ bus fare by the shortest route, on production of railway ticket / number or bus ticket.
6. Applications received after the due date will neither be entertained nor returned. ONGC will not be responsible for any postal delay or loss whatsoever.
7. Incomplete applications will be summarily rejected and no correspondence shall be entertained from the candidates not short listed for the interview.
8. Candidates **employed in Government departments and PSUs** will be required to produce **No Objection Certificate** at the time of interview.
9. For any dispute, Courts of New Delhi will have the jurisdiction.
10. An application once made will NOT be allowed to be withdrawn .

D. IMPORTANT DATES

a.	Start Date for receiving application through post	20.01.2016
b.	Last date for receipt of application through post	10.02.2016

E. OTHER CONDITIONS

1. The candidates applying to the post should ensure that they fulfill all eligibility conditions as per the advertisement No. 1 /2016(R&P).
2. Their admission at all the stages of the selection will be purely provisional subject to satisfying the prescribed eligibility conditions. Mere issue of call letter to the candidate will not imply that his/her candidature has been finally cleared by ONGC. ONGC takes up verification of eligibility conditions with

reference to original documents only after the candidate has qualified for Interview.

3. Appointment of selected candidates will be subject to their passing the Company's Medical Examination as per standards laid down under ONGC's Medical & Health Policy.
4. Selected Candidate will be posted initially at Mumbai. However on requirement of the company candidate are liable to be posted anywhere in India or abroad.
5. For more information about the Company you may visit our website www.ongcindia.com.

Chief Manager (HR)
Corporate Recruitment
ONGC, Dehradun

APPLICATION FORMAT FOR RECRUITMENT OF DGM (Logistics)-Aviation

Post Applied for	DGM (Logistics) –Aviation -E6
Category of the post	Unreserved

Affix self
Attested
latest colour
photograph

1. Personal Details

S. No.	Particulars	Details
1.	Name <i>(As written in 10th class certificate)</i>	
2.	Father's name <i>(As written in 10th class certificate)</i>	
3.	Date of birth (DD/MM/YYYY) <i>(As written in 10th class certificate)</i>	
4.	Age as on 01.01.2016 (<i>Years, Months , Days</i>)	
5..	Category as per central govt. rules <i>(Gen/OBC(Non creamy or Creamy layer)/SC/ST)</i>	
6.	Nationality	
7.	Gender (Male/Female)	
8.	CPF No. <i>(Applicable only for ONGC employees)</i>	
9.	Religion	
10.	Mailing address	
11.	Permanent address	
12.	Phone no. <i>(permanent)</i>	
13.	Mobile no	
14.	E-mail address	

2. Qualification

S.No	Requisite Qualification	Date of certificate	Validity	Issuing Authority
1.	Detail of ATPL(H)- Airline Transport Pilot License or CHPL(H)- Commercial Helicopter Pilot License on twin Engine Helicopter with IR (Instrument Rating)			

3. Experience

A. Detail of Flying experience-*

S.No	From (DD/MM/ YYYY)	To (DD/MM/Y YYY)	Name of the dept. / organization	Details of Flying Hours	Type of Helicopter driven
1.					
2.					

B. Managerial Experience/Operations In-charge in Aviation Industry (Minimum 10 years)(in descending Order) (Please indicate the Pay Scale , Basic Pay & Total Emoluments as per month basis only)

S.No	From (DD/MM/ YYYY)	To (DD/MM/Y YYY)	Name of the dept. / organization	Post held / Nature of duties	Pay scale	Total Emoluments
1.						
2.						
3.						
4.						
5.						

Declaration: I hereby declare that the particulars furnished above are true & correct. I also declare that I am fulfilling the requisite criteria of qualifications and experience for the applied post and role as notified vide Advertisement No.1/2016(R&P) at **ongcindia.com** captioned as Recruitment of DGM (Logistics)-Aviation in ONGC. In case information provided by me being found incorrect or false or I suppressed any relevant information, my candidature may be cancelled at any point of time.

Date:

Place:

(Signature of the Candidate)

List of Enclosures required (Please enclosed document as per Sl. No. indicated below):

S.NO.	DOCUMENT NAME
1.	Certificates showing date of birth
2.	Copy of ATPL(H)-Airline Transport Pilot License or CHPL(H)-Commercial Pilot License on twin Engine Helicopter with IR(Instrument Rating)
3.	Certificate of flying experience at least 10,000 hours including offshore flying on twin engine ,out of which 6000 hours as Pilot-in-Command
4.	Minimum 10 years Experience Certificate on Managerial Experience/Operations in-charge in aviation industry

All Documents should be Self attested.