



## OIL AND NATURAL GAS CORPORATION LIMITED

Office of Head Co-ordination

Deendayal Urja Bhawan,5A,Nelson Mandela Marg,

Vasant Kunj, New Delhi-110070

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**Advt. No. –DLH/ONGCDUB/HR-ER/2020**

### **Engagement of Doctors on Contract Basis at ONGC Delhi**

Oil and Natural Gas Corporation Limited (ONGC), a “Maharatna” Public Sector Enterprise, and India’s flagship energy major engaged in Exploration and Production of Oil and Gas in India and abroad, intends to engage Medical Officers on contract basis at its Delhi Offices on a consolidated honorarium.

Interested and eligible candidates are invited to appear for **Interview in-Person / Interview Through Online Method** for engagement on Contract Basis (from the date of engagement) till 30.06. 2022 for the following Positions :

Name of Post	Number of Post						Emoluments per month consolidated	Qualification
	SC	ST	OBC	EWS	UR	Total		
<b>Contract Medical Officer – General Duty (GDMO)</b>	-	-	01	-	01	02	Rs. 72,000/- (Rupees seventy two thousand only).	Bachelor of Medicine and Bachelor of Surgery ( <b>MBBS</b> )
<b>Contract Medical Officer – Homeopathy (Part Time)</b>	-	-	01	-	01	02	Rs. 31,400/- (Rupees thirty one thousand four hundred only)	Bachelor of Homeopathic Medicine and Surgery ( <b>BHMS</b> )
<b>Total</b>	-	-	<b>02</b>	-	<b>02</b>	<b>04</b>		

**Interviews will be held by appearing in-Person OR through Online Method of Microsoft Teams/ WhatsApp/ Skype/ Zoom/ Google Meet/Webex etc. as decided by ONGC management.**

**Note :**

- None of the posts are reserved for Persons with Disability (PWD). However, the post of Contract Medical Officer-General Duty is identified suitable for PWD (OA=One Arm or OL=One Leg only), so eligible PWD candidates may also apply.
- There is no maximum age limit for eligibility.
- The Candidate must possess the essential prescribed qualifications as well as a valid registration with the concerned statutory authority (wherever applicable) **on or before the last date of submitting application**. Experience is desirable for all posts.

- iv. Nomenclature of qualifications shall be as prescribed by UGC/ Medical Council of India.
- v. The degree of MBBS should compulsorily be registered with Medical Council of India / State.
- vi. **Qualifications equivalent to the one prescribed in this advertisement including qualifications acquired from a foreign university will not be accepted.**
- vii. Where the posts specified in this advertisement are not reserved for any category (ies), a reserved category candidate can also apply provided he/she fulfills the criteria specified for the post. However he/she shall be treated at par with Unreserved category candidates.
- viii. Candidates seeking reservation under OBC category, shall have to produce a certificate in the prescribed proforma ONLY, meant for appointment to posts under the Government of India, from the designated authority indicating clearly the candidate's caste/community, the Act/Order under which it is recognized as OBC and the Village/Town the candidate is ordinarily a resident of. They must also ensure that the name of their caste/community and its spelling in their caste/community certificate should be exactly as mentioned in the lists notified by the central government from time to time (for OBC category, list of castes recognized by the Govt. of India as OBC castes in the central list is available on the site <http://www.ncbc.nic.in>). A certificate containing any variation in the caste/community name will not be accepted. Further, the OBC certificate should also clearly indicate that the candidate does not belong to creamy layer as defined by the Government of India for applying to posts and services under the Central Government.
- ix. The OBC claim of a candidate will be determined in relation to the State (or part of the State) to which his/her father originally belongs. A candidate who has migrated from one State (or part of the State) to another should, therefore, produce an OBC certificate which should have been issued to him/her based on his/her father's OBC certificate from the State to which he (father) originally belongs.
- x. Prescribed format of the certificate for OBC for employment in government undertaking is downloadable from ONGC's website [www.ongcindia.com](http://www.ongcindia.com).

## **B. How to Apply**

- a) Candidates need to visit [www.ongcindia.com](http://www.ongcindia.com) to register on our Registration web link. The registration site shall remain open from **25-12-2020 to 08-01-2021**.
- b) Candidates will be informed about mode of interview i.e. to appear in-person or through online method with details of date, time and venue etc. In case it is decided to conduct interview through online method, the candidate should be able to connect through Microsoft Teams, Google Meet/Zoom/WhatsApp, Webex etc. as the case may be.
- c) All communications with the candidate shall be through SMS/ e-mail.
- d) Candidates need to mail the following documents in pdf/jpeg/jpg format (mentioning their name and name of document) to email id – [recruitment@ongc.co.in](mailto:recruitment@ongc.co.in) after completing registration:
  - I. Duly signed and filled application format at **Annexure I**.
  - II. Scanned copy of any one Photo identity proof like PAN Card, Aadhar card, Passport, Driving License. Voter I Card.
  - III. Scanned copy of Passport size photograph in jpg/ jpeg format.
  - IV. Class 10th Board Certificate containing Date of Birth (DOB). No other proof for determining Date of Birth shall be considered.
  - V. Consolidated Marksheet of MBBS / BHMS Degree
  - VI. Calculation Sheet for Percentage Obtained in MBBS /BHMS Degree with copy of relevant rules of University / Institute.
  - VII. M.B.B.S. / BHMS Degree.
  - VIII. Internship Completion Certificate.
  - IX. Valid Registration Certificate with the statutory registration Council like MCI etc.

- X. SC/ST/OBC Caste Certificate (in case of OBC candidate caste certificate / NCL certificate should be in central government format)
- XI. PWD Certificate (if applicable) Certificate of disability should be issued by Civil Surgeon in case of PWD Certificate. The minimum degree of disability in order for a person to be eligible for any concessions/benefits would be 40%.
- XII. Proof of Higher Qualification (if any) - Mark sheet of all semesters and Degree/ Diploma Certificate.
- XIII. Experience Certificate (if any).
- XIV. No Objection Certificate (NOC) from existing employer, if any (in case the candidate is a regular employee in a Govt. organisation / PSU).
- XV. Valid proof of change of name (in case, applicable).

- e) In case of a face to face interview, candidates will be required to bring the above documents in original along with a set of Self-Attested Photocopies of documents and report as per date, time and venue intimated.
- f) Candidates may please ensure that they are fulfilling all the requisite criteria prior to applying for the post failing which, their candidature is liable to be rejected/ cancelled at any stage of the recruitment process or even after selection.

**C. Shortlisting of Candidates for Interview:** If large number of candidates apply for either of Posts than ONGC may require to shortlist candidates for online/personal interview based on their marks in minimum essential qualification and inline higher qualifications. If situation arises than candidates will be shortlisted in the ratio of 1:10 (i.e. for 1 vacancy, 10 candidates will be called) on the sum total of weightages assigned to minimum essential qualification and inline higher qualifications:

Weightage of % marks scored in MBBS/BHMS	- 70 ( eg. 60% marks in MBBS /BHMS degree will have weightage of 42 marks )
Marks for having relevant MD/MS degree	15
Marks for having relevant M.Ch/DM degree	15
<b>Total marks</b>	<b>- 100</b>

**Bunching** – In case there are more than one candidate at cut-off marks , all such candidates will be shortlisted

The percentage of marks has to be calculated as per institute / university rules. Candidates have to provide proof of calculation of percentage in case they are shortlisted for interview. Candidates are also advised to provide correct information in their online application.

**D. Selection Criteria:** Following weightages shall be assigned to different parameters in the selection process:

Qualification	70 marks (60 marks for essential qualification & up to 10 marks for any relevant higher qualifications)
Interview	30 marks
<b>TOTAL</b>	<b>100 marks</b>

**Note:**

- i. The breakup of 10 marks for such higher qualification shall be considered as follows:
  - a) Where a Bachelor's degree in the relevant field (M.B.B.S) is the minimum prescribed qualification, 5 marks shall be given to a Master's degree in the relevant field (e.g. MD/MS).
  - b) Further, additional 5 marks shall be given to a Post Master's qualification in the relevant field (e.g. M.Ch/ DM).
- ii. The higher qualifications considered for granting additional marks shall need to be in-line, for example an MBA in Hospital Administration shall not be considered as an in-line qualification where M.B.B.S. is the essential qualification.

E. Qualifying marks in the interview shall be 18 marks for UR / OBC candidates.

**F. Finalization of Merit List**

- i. Candidates who qualify in the interview shall be empanelled in the Merit List.
- ii. Offer of appointment shall be issued to the candidates based on their relative rank in the Merit List prepared on the sum total of marks scored by the candidate in qualification and interview.
- iii. In case of a tie in the total marks scored between two or more candidates, then the candidate who scores more marks in interview shall be considered senior. In case there too the marks are equal, then the candidate who is older in age shall be considered senior for issue of offer of appointment.

G. Appointment of selected candidates will be **subject to their passing the company's Medical Examination** as per standards laid down under ONGC Medical Examination of Employees Rules, 1996. Details of the rules are available on ONGC's Website at [www.ongcindia.com](http://www.ongcindia.com)

**H. Important dates for determining Eligibility Criteria**

<ul style="list-style-type: none"><li>• Possession of Minimum Essential Qualifications as mentioned in this advertisement at para A, including possession of in-line higher qualification</li><li>• Valid Registration with the Statutory Council (wherever applicable)</li></ul>	<b>08.01.2021</b>
<ul style="list-style-type: none"><li>• Caste /Community certificate</li></ul>	Validity of the OBC certificate shall be tested with respect to the last date of registration (08.01.2021) [the caste/ community should be included in the list of OBC as on 08.01.2021 for the state of which he/she is ordinarily a resident]

**I. Important Dates**

SN	Particulars	Date
1	Start date of registration	25.12.2020, 1000 hours
2	End Date of registration	08.01.2021, 1800 hours
3	End date for Mailing relevant documents to recruitment@ongc.co.in	09.01.2021, 1800 hours

**J. General Instructions:**

- i. Engagement is purely temporary on contract basis for a period up to 30.06.2022. Contract tenure will commence from the date of joining.
- ii. Engagement on contract would be subject to medical fitness.
- iii. Selected candidates shall be required to sign a contract agreement as per the terms and conditions of ONGC. The contract shall end on expiry of the prescribed period and no separate notice shall be required to be given.
- iv. The contract can be terminated at any time by giving one month's notice, by either side.
- v. No claim for regular employment in ONGC, by virtue of this contractual engagement, shall be entertained at any stage.
- vi. Selected candidates will be paid consolidated monthly remuneration as mentioned above.
- vii. Twelve days Casual Leave will be granted in a calendar year on a pro-rata basis. One casual leave will be allowed for a month. Maternity leave will be granted to female doctors as per Maternity Benefit Amendment Act, subject to fulfillment of eligibility conditions laid down in the Act.
- viii. Candidature/contract of candidate(s) submitting false certificates or suppression/ submission of

incorrect information shall be liable for termination/ disqualification/ rejection at any stage.

- ix. Only Indian nationals need apply.
- x. No TA/DA shall be paid for attending the interview.
- xi. Interested candidates fulfilling the above conditions will have to appear for an interview either face to face or through video conferencing (to be decided by ONGC). Candidates shall be intimated the date and time of interview through SMS/ E-mail.
- xii. The selected candidates shall be posted in Delhi.
- xiii. For more information about the Company, you may please visit our website [www.ongcindia.com](http://www.ongcindia.com).

**K. Medical Facilities:**

- i. In-house OPD facility in respect of self, spouse and two immediate dependents i.e. children and/ or parents. However, outside reference for medicine/ consultation shall not be permissible.
- ii. Family floater cover of Rs. 5 lakh for indoor treatment in respect of self, spouse and two immediate dependents i.e. children and/ or parents.

**Deputy General Manager (HR)**  
**In Charge HR-ER**  
**ONGC**  
**Delhi**

ADVT. No.: DLH/ONGCDUB/HR-ER/2020



ओयल एण्ड नैचुरल गैस कापरि शन लललितेड  
**OIL AND NATURAL GAS CORPORATION LIMITED**  
**DEENDAYAL URJA BHAWAN , VASANT KUNJ, DELHI - 110070**

**APPLICATION**

Application for the Post of : (Tick Appropriate)

- A) General Duty Medical Officer on contract basis  
 B) Contract Medical Officer – Homeopathy (Part Time)

**Affix passport size  
 Photograph**

(FILL IN CAPITAL LETTERS ONLY)

1	Post applied for	
2	Name of the candidate	
3	Nationality	
4	Father's Name	
5	Mother's Name	
6	Date of Birth	
7	Category : (UR / SC / ST / OBC/ EWS)	
8	Gender – Male / Female / Other	
9	a) Whether PWD (Yes /No)	
	b) If yes , Type of Disability (OA/OL)	
10	<b>Mailing address :</b>	
	House No. & Street	
	Area	
	City / Town with Pin Code	
	District	
11	Telephone No.	
12	Mobile No.	
13	E-mail address	

14	<b>Qualification:</b>					
	Sl No	Exam Passed	University/ College/ Institute	Year of passing	Class	Percentage of Marks
		M.B.B.S / BHMS				
		MD /MS				
		MCh/ DM				
14	Medical Council Registration No. & Place :					

15	EXPERIENCE:					
Sl No	Organisation	Post Held	Period		Last Pay	Nature of duties
			From	To		

**Declaration:** I hereby declare that the particulars furnished above are true and correct to best of my knowledge and belief. I also declare that I am fulfilling the requisite criteria of qualifications for Recruitment of Contract Medics in ONGC as per Advt.No. DLH/ONGCDUB/HR-ER/2020. In case of information provided by me being found incorrect or false or I suppressed any relevant information, my candidature may be cancelled at any time.

PLACE:

SIGNATURE :

DATE :

NAME :