



**OIL AND NATURAL GAS CORPORATION LTD.
CORPORATE R&P , DEHRADUN**

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Oil and Natural Gas Corporation Ltd.(ONGC), a Fortune-Global 500 Company and the first ever India entrant in Fortune list of ‘World’s Most Admired Companies 2007’ is recognized as the Number one **Exploration & Production Company in Asia** and 20th among leading global Energy majors as per ‘Platts Top 250’ Global Energy Company Ranking 2007. It leads all India Corporates in Forbes Global 2000 and in Financial Times Global 500. ONGC, through its subsidiary ONGC Videsh Ltd.(OVL), is India’s biggest transnational with overseas investment of over 5 billion USD in 15 countries.

ONGC, invites applications from competent professionals for the following positions:

Sl. no.	Post & Pay scale	No. of posts	Experience & Job requirement	Age limit as on 4 th April, 2008
1.	Security Officer Rs. 12000-17500/- (Pay scales are due for revision w.e.f. 01.01.2007)	General-09, OBC-03, SC-01 & ST-01	PostCode-Sec/08/01 *-Post Graduate Degree with 2 years service with either Armed Forces or Central Police Organization.	General-30 yrs. OBC- 33 yrs. SC- 35 yrs. ST- 35 yrs.
2.	DGM (Security) Rs. 19500-25600/- (Pay scales are due for revision w.e.f. 01.01.2007)	General-01 OBC-02 & SC-01	Post Code-Sec/08/02 - Post Graduate Degree with 19 years of inline experience as Class-I Executive in Armed Forces or Central Police Organization, or equivalent position of which atleast 3 years should be in the next lower scale in PSU/ Govt. Deptt.	General -50 yrs. OBC -53 yrs. SC - 55 yrs.

General

- i) * Physical Standard requirements i.e. Minimum height-168cms.(for tribes/hillmen-163 cms.) Chest-81 cms. With expansion of 5 cms.
For persons from State of Assam- Minimum height-163 Cms.(for tribes / hillmen 160) Chest-79 Cms with expansion of 5 Cms. would be applicable.

- ii) Eligible candidates for the post of Security Officer will be required to appear for a written test. (b) The candidates who qualify in the written test shall be called for interview , as per merit and criteria decided by the Management. (c) Eligible SC/ST candidates called for written test will be reimbursed second class rail / bus fare by the shortest route, on production of railway ticket / number / bus ticket (candidates opting for examination city other than the city nearest from mailing address will not be paid TA).
- iii) Eligible candidates for the post of DGM (Security) shall be called for interview / personal discussions, as per laid down criteria by the management. Those from outstation will be reimbursed suitable fare.
- iv) The company offers one of the best compensation package in cost-to- company (CTC) terms in the country with opportunity of merit-oriented advancement in a professionally managed organization focused on growth. Besides Basic Pay, the employee is entitled to HRA/accommodation, Contributory Provident Fund, Conveyance Maintenance, LFA, Holiday Home facility, Medical Facility for self and dependents, Gratuity, Self Contributory Post Retirement Benefit Scheme and Composite Social Security Scheme, as per company rules.
- v) Selected candidate are liable to be posted anywhere in India or abroad.
- vi) Applicants engaged in Govt. / Quasi Govt. / PSU should send their applications through proper channel or produce NOC when called for interview. Advance copy can be sent.
- vii) Canvassing in any form would disqualify the candidate.
- viii) Qualification, Experience and Age can be relaxed in case of exceptional / deserving candidates.
- ix) Number and level of posts may vary.
- x) Departmental candidates will be eligible for relaxation as per existing Rules.

How to Apply

- i) Indian nationals fulfilling the requirements may send their applications to DGM (HR)-Recruitment, ONGC, Tel Bhavan, Dehradun-248003 on or before 4th April, 2008 (Friday). The application should be typed on A-4 size paper containing, in serial order (1) Post applied for and the Post Code no. (2) Name (3) Father's Name (4) Date of Birth (5) Category SC/ST/OBC/GEN (6) Mailing address and Phone No./Mobile No. (7) Qualification (covering degree, institution, year of passing and percentage of marks) (8) Experience as Class-I executive covering the posts held, period, pay scales and Organization, nature of duties, last pay details showing Basic, DA and other allowances (9) Signature (10) CPF No. (applicable only for departmental candidates of ONGC).
- ii) Please affix a recent passport size photograph on the top right hand corner of the application.
- iii) Please super-scribe the post applied for and the post code no. on the top right corner of the envelope.
- iv) Attach photocopies of certificates of birth, qualification, experience, last pay slip including pay scale and caste (wherever applicable).
- v) Attach a non-refundable Bank Draft of Rs. 300/- as an application fee in favour of F&AO (Cash), ONGC payable at SBI, Tel Bhavan Branch, Dehradun. The application fee would be Rs. 30.00 for SC/ST candidates.
- vi) Application received after the due date will neither be entertained nor returned. ONGC will not be responsible for any delay whatsoever.
- vii) In-complete applications will be summarily rejected and no correspondence shall be entertained from the candidates not short listed for the interview.

Kindly visit ONGC website www.ongcindia.com for further information about the company.
