

**Appointment of Dy. Chief Executive Officer (Dy. CEO) / Head- Technical,
Indian Strategic Petroleum Reserves Limited (ISPRL)**

The construction of the Strategic Crude Oil Storage facilities is being managed by Indian Strategic Petroleum Reserves Limited (ISPRL), a Special Purpose Vehicle, which is a wholly owned subsidiary of Oil Industry Development Board (OIDB) under the Ministry of Petroleum & Natural Gas.

1) JOB DESCRIPTION & RESPONSIBILITIES

- To assist CEO in achieving the main objectives of the Company to build & operate the crude oil storages and to coordinate the release & replacement of its crude oil stocks as well as implementation of policies set by the organization, annual goals and objectives.
- To assist the CEO by closely working with the Technical team of ISPRL in the management and coordination of all the project activities at all the project sites ensuring that the projects are in line with the requirements agreed upon with respect to budget, schedule safety and quality.
- To provide information and advice to the CEO, formulation of policies, programs and strategic direction of the organization.
- To assist CEO in devising new and innovative business model(s) for ISPRL.
- To assist CEO in Periodic review of progress of project activities with PMC, contractors, MoP&NG.
- To assist CEO in reviewing financial performance.
- To assist in finalising & submission of Board Agenda & finalising Minutes of Board Meetings.
- To assist in Preparation and timely submission of MIS reports.
- To deputise when the CEO is away or as appropriate.
- Any other duties assigned to him from time to time

2) PAY SCALE OF THE POST

The post of Dy.CEO/Head-Technical, ISPRL will be of the level of General Manager (GM) of Schedule 'A' PSU in the pay scale of Rs.51300-73000 (as amended from time to time). Allowance & benefits will be as applicable to this pay scale.

3) DATE OF VACANCY

31.10.2016

4) ELIGIBILITY & QUALIFICATIONS / EXPERIENCE

(i) **Age:**

Age of eligible candidate shall be maximum 57 years as on date of vacancy.

(ii) **QUALIFICATION AND EXPERIENCE:**

• **Qualification**

Essential: The applicant should be a Engineering Graduate from a recognized University/ Institution.

Desirable: Persons having higher qualification in Engineering or MBA will be preferred.

• **Experience :**

PSU & Government :

Applicant should have minimum experience of 15 years in refineries / petrochemicals / pipe lines / underground storage installation / gas processing / offshore & onshore exploration / implementation of large oil & gas installation and commercial operations.

Or

A minimum experience of 15 years in Government in field (s) of management, planning, execution and monitoring of operations or implementation of large projects and having exposure in oil & gas sector.

Private Sector

Candidate should possess at least 15 years of post-qualification experience in any organization of repute and must fulfill each of the following criteria –

- (i) Executives working in companies where the annual turn over is in excess of Rs.50 crores,
- (ii) Executives working at Board level position or non-Board level position reporting directly to the Board i.e. one level below Board,
- (iii) Executives working in companies listed on Stock exchange.

5) **PAY SCALE:**

(a) Officers of PSUs Candidate should on the date of vacancy be working at the rank one level below GM Grade/ pay scale i.e. in the scale of pay of Rs.51,300-73,000 of Schedule 'A' PSU (as amended from time to time).

(b) Officers of Central Government / All India Services

Candidate may apply on deputation basis and on contract after superannuation to complete the tenure of five years. Candidate should on the date of advertisement, be in the following or a higher pay scale / rank:

Officers of Central Government / All India Services holding a post not below the rank of Dy. Secretary or equivalent in the scale of pay of Rs. 15,600-39,100+ Grade pay Rs. 7,600 - PB 3 or equivalent (as amended from time to time)

6) DURATION OF APPOINTMENT:

- (i) In case the candidate is on deputation from PSU / Government, the appointment shall be for a period of 5 years from the date of his assumption of charge or upto the age of 62 years whichever is earlier. The period post superannuation in his / her parent cadre will be on contract basis, subject to satisfactory performance. During contractual appointment, he/she shall be entitled to the emoluments, and allowances as were admissible to him/her immediately prior to superannuation. During contractual period, the terms of appointment shall stand modified accordingly.
- (ii) In case candidate is from private sector, the contract will be for a period of 5 years. The candidate, post completion of tenure of five years, subject to compliance with eligibility criteria and other conditions, will be eligible to re-apply.

7) POWER TO RELAX:

The ISPRL Board, if considers it is necessary or expedient to do so may, for reasons to be recorded in writing, relax any of the above provisions.

8) SHORTLISTING OF CANDIDATES

Search Cum Selection Committee (SSC) reserves the right to shortlist candidates for interview and shall deliberate and decide its own criteria for short listing of candidates.

9) TERMINATION OF CONTRACUAL APPOINTMENT:

The contractual appointment will be subject to termination by three months notice in writing or 3 months pay in lieu there of.