Vacancy of Deputy Chief Executive Officer
(Deputy CEO),
Indian Strategic Petroleum Reserves Limited (ISPRL)

1. **Brief Profile of ISPRL**

Indian Strategic Petroleum Reserves Limited (ISPRL), is a Special Purpose Vehicle, a subsidiary of Oil Industry Development Board (OIDB) under the Ministry of Petroleum & Natural Gas, and is involved with the construction, operation and maintenance of the Strategic Crude Oil Storage facilities in India, with its Head Office at Noida (UP).

Under Phase-I of Strategic Petroleum Reserve (SPR) Program, ISPRL manages storage facility of 5.33 MMT of crude oil at three locations, viz. Vishakhapatnam, Mangalore and Padur. ISPRL is also mandated to develop Commercial cum Strategic Petroleum Reserves under Phase II on Design, Built, Finance, Operate and Transfer (DBFOT) basis through PPP mode, which is currently underway.

2. **Tenure of Appointment**

The appointment of Deputy CEO shall be done by the Board of Directors of ISPRL, for a period of 3 years from the date of his / her assumption of charge, or till termination of the contract by the Board of the Directors of ISPRL whichever is earlier.

The appointment can be extended by 2 years' subject to mutual consent, satisfactory performance of appointee and upon the express approval of the Board of Directors.

Note: *For officers coming on deputation from CPSEs or Central Government or All India Services, the tenure of deputation will be for 3 years (extendable to further 2 years) or till the date of their superannuation, whichever is earlier. Subsequent to their superannuation, they will continue to be engaged on contractual basis, for the remainder of their tenure.*

3. **Job Description & Responsibilities**

The Deputy CEO shall be appointed by the Board of ISPRL and she / he will directly report to the CEO&MD, ISPRL.

The Deputy CEO will be responsible for overseeing Operations of SPRs of ISPRL including Commercialization and execution of projects in order to achieve business objectives of ISPRL. The position is based in New Delhi /Noida, Uttar Pradesh.

The broad Key Responsibilities of the Deputy CEO include but are not limited to:

- Assisting the CEO in translating strategic direction into actionable operational plans, targets and performance frameworks, and ensuring organisation-wide alignment with Board decisions and Government directives;
- Supervising and monitoring the day-to-day operations of existing Strategic Petroleum Reserves across all Phase-I sites (Visakhapatnam, Mangalore and

Padur), ensuring optimal efficiency in filling, storage, maintenance and evacuation readiness;

- Overseeing the execution of commercialisation and trading operations, including optimisation of SPR space utilisation, management of crude offtake arrangements, and coordination with refineries and counterparties; Driving project management and monitoring of Phase-II Commercial-cum Strategic Reserve projects, including contract administration, milestone tracking, and resolution of execution-level bottlenecks;
- Supporting the CEO in the planning, engineering appraisal, feasibility assessment and development of new and additional storage facilities, including coordination with technical consultants, project developers and regulatory bodies;
- Facilitating and coordinating international participation and collaboration in India's SPR programme, including engagement with foreign SPR entities and energy companies, under the overall guidance of the CEO;
- Ensuring compliance with all statutory requirements, including those under the Memorandum of Association and Articles of Association of ISPRL, and maintaining requisite corporate governance standards;
- Liaising with all relevant Central and State Government agencies, regulators, port authorities, security agencies and other stakeholders in connection with ISPRL's operations and projects;
- Acting as the principal internal coordinator across ISPRL's functional divisions - technical, commercial, finance, legal and HR - to ensure integrated functioning;
- Discharging all functions as may be assigned by the CEO or the Board of Directors from time to time, and assuming charge as acting CEO in the absence of the CEO.

4. Date of vacancy

10.08.2026

5. Remuneration :

Salary

The remuneration shall be in line with the grade of Executive Director of a Schedule 'A' PSU. The applicable scale of pay shall be as per the scale notified by the Department of Public Enterprises (DPE) (presently the applicable scale of pay is Rs. 1,50,000-3,00,000), subject to revision by DPE from time to time and final approval of the Board).

Other Benefits

Apart from Salary, the appointee shall be eligible for HRA, Conveyance reimbursement and Dearness Allowance at the prevailing rates. The appointee shall also be eligible for other benefits including performance incentive, as decided by the Board of Directors of ISRPL.

6. **Eligibility, Qualification and Experience**

(i) Age: The upper age limit for appointment shall not exceed 61 years as on the date of vacancy, relaxable at the discretion of the Search Cum Selection Committee in deserving cases. All applicants, including those who have retired recently (not more than 12 months prior to the date of vacancy), shall be considered by the Search and Selection Committee.

(ii) **Qualification**:
Essential: He / She should be an Indian Citizen and a Graduate in Engineering from a recognized Indian University/ Institution, preferably in Mechanical/Chemical/Civil Engineering.
Desirable: Persons having additional qualification of MBA / PGDM shall be preferred.

(**iii) Experience:**
Applicant should have minimum total experience of 20 years with minimum experience of 15 years in Project Management specifically in Oil & Gas Sector. This could include experience in Petroleum Refineries/ Petrochemicals/ Pipelines Underground Storage Installation/ Gas Processing/ Offshore & Onshore exploration. Experience in international trade of crude oil is preferable;

OR

A minimum total experience of 13 years in Government with minimum experience of 7 years in field (s) of Management, Planning, Execution and Monitoring of Operations or Implementation of large Projects. Exposure in Oil & Gas Sector is preferable.

(iv) Eligibility:
(a) **Officers of PSUs**: Candidate should be working/ have retired (not more than 12 months prior to the date of vacancy) as a regular employee at Executive Director level of a Schedule 'A' PSU, with demonstrated mega-project leadership experience.

(b) **Officers of Central Government / All India Services:** Candidate from Central Government / All Indian Service on the date of vacancy should be holding a post not below the rank of Director or equivalent (Level 13).

(c) **For Private Sector:** Candidate should possess minimum 20 years of post-qualification experience with minimum experience of 15 years in Project Management specifically in Oil & Gas Sector. This could include experience in Petroleum Refineries/ Petrochemicals/ Pipelines Underground Storage Installation/ Gas Processing/ Offshore & Onshore exploration. Experience in international trade of crude oil is preferable.

Candidate should be working in any organization of repute and must fulfil each of the following criteria –

- Executives working in Private Companies listed on Stock exchange where the annual turnover is in excess of Rs.750 crores
- Executives reporting directly to the Board i.e. one level below Board.

7. Shortlisting of Candidates

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

8. Termination of the Contractual Appointment

The contractual appointment (wherever applicable) can be terminated by giving a notice of 3 months by either the Appointee or ISPRL. Further, the contractual appointment will be subject to termination by three months' notice or three months' pay in lieu of notice.

APPLICATION FORM FOR THE POST OF Dy CEO, ISPRL
(THROUGH PROPER CHANNEL FOR SERVING CANDIDATE)
(Note: Any column left blank will make the application incomplete and liable for rejection.)

1. Name of the post applied for: ______________________________
2. (a) Name (as per official records) ___________________________
   (b) Designation of the Applicant (in full) ______________________
   (c) Category as per Employment Status: ____________________
3. Address for communication: _______________________________________

4. Telephone No: Office   Residence

   Mobile No.:_   E-mail Address:

5. Date of Birth. :   Age as on 10.08.2026:

6. Minimum Eligibility criteria:

	As per job description	Possessed by the Candidate
Educational/ professional qualifications (along with the name of Institutions)	Essential: He / She should be an Indian Citizen and a Graduate in Engineering from a recognized Indian University/ Institution, preferably in Mechanical/Chemical/Civil Engineering.	
	Desirable: Persons having additional qualification of MBA / PGDM shall be preferred.	
Min Eligibility Age/Grade/pay scale	**(i) Age:** The upper age limit for appointment shall not exceed 61 years as on the date of vacancy, relaxable at the discretion of the Search Cum Selection Committee in deserving cases. All applicants, including those who have retired recently (not more than 12 months prior to the date of vacancy), shall be considered by the Search and Selection Committee.	
	(ii) Eligibility: (a) **Officers of PSUs**: Candidate should be working/ have retired (not more than 12 months prior to the date of vacancy) as a regular employee at Executive Director level of a Schedule 'A' PSU, with demonstrated mega-project leadership experience. (b) **Officers of Central Government / All India Services:** Candidate from Central Government / All Indian Service on the date of vacancy should be holding a post not below the rank of Director or equivalent (Level 13). (c) **For Private Sector:** Candidate should possess minimum 20 years of post qualification experience with minimum experience of 15 years in Project Management specifically in Oil & Gas Sector. This could include experience in Petroleum Refineries/ Petrochemicals/ Pipelines Underground Storage	

	Installation/ Gas Processing/ Offshore & Onshore exploration. Experience in international trade of crude oil is preferable. Candidate should be working in any organization of repute and must fulfil each of the following criteria – • Executives working in Private Companies listed on Stock exchange where the annual turnover is in excess of Rs.750 crores • Executives reporting directly to the Board i.e. one level below Board.	
Experience	Applicant should have minimum total experience of 20 years with minimum experience of 15 years in Project Management specifically in Oil & Gas Sector. This could include experience in Petroleum Refineries/ Petrochemicals/ Pipelines Underground Storage Installation/ Gas Processing/ Offshore & Onshore exploration. Experience in international trade of crude oil is preferable; OR A minimum total experience of 13 years in Government with minimum experience of 7 years in field (s) of Management, Planning, Execution and Monitoring of Operations or Implementation of large Projects. Exposure in Oil & Gas Sector is preferable	

7. Details of Employment in chronological order (enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient):-

Sl. No.	Designation, and Place of Posting	Organization	From	To	Grade, scale of pay and basic pay	Nature of experience
1.						
2.						
3.						
4.						
5.						

7(a). Details of experience relevant for the post and job description, out of 7 above:

Sl. No.	Designation, and place of posting	Organization	From	To	Pay scale	Nature of experience
1.						
2.						
3.						
4						

Note: 1. You may attach a write up, if you wish, **not exceeding two pages**, in support of your candidature

2. Full form of all abbreviations used while making entries in the application form should be suitably explained i.e. in footnotes or a separate attachment.

8(A) Do you hold lien in any other organization other than where currently working? Yes / No

If yes:

a) name of the organization in which the lien is held :

b) date from which the lien is held :

(B) Are *you* on deputation? Yes/No

If yes, date from which you have been on deputation:

(C) Additional details about present employment (Please state whether working under indicating the name of your employment)

i. PSU ____________________

ii. Central Govt./ All India Services ____________________

iii. Private Sector ____________________

9 (a) Whether any punishment awarded to the applicant during the last 10 years. Yes/No

If yes, the details thereof

(b) Whether any action or inquiry is going on against him as far as his knowledge goes. If yes, the details thereof Yes/No

CERTIFICATE

I certify that the details furnished by me in paras 1 to 9 are true to the best of my knowledge and belief.

UNDERTAKING

If selected, I hereby undertake to join the post.

Date:

(Name and Signature of the applicant)

COUNTER SIGNED

Signature & Designation of the Competent Forwarding Authority with Telephone no. & Office Seal.

(Certification to be furnished by the Employer/Head of Offices/Forwarding Authority)

1. Certified that the particulars furnished by ____ are correct and he/she possesses educational qualifications and experience mentioned in the vacancy circular.

2. Also certified that:

i. There is no vigilance or disciplinary case pending/contemplated against Shri / Smt.____.

ii. His / Her integrity is certified.

iii. His / Her ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary to the Government of India or above/Competent Authority in case of a PSU, are enclosed.

iv. No major/minor penalty has been imposed on him/her during the last 10 years*.

v. A list of major/minor penalties imposed on him/her during the last 10 years is enclosed*.

vi. Vigilance Profile is enclosed.

vii. This Organization has no objection to relieve him/her in case of his/her selection to the post(s) applied for.

Signature :
Name & Designation:
Telephone No. :
Email ID :
Office Seal :

Place:
Dated:

List of enclosure:
1.
2.
3.
4.
5.
6.

(*Strike out which is not applicable.)