

**ODISHA MINERAL EXPLORATION CORPORATION LTD**  
**( 100% Subsidiary Unit of Odisha Mining Corporation Ltd.)**

**ADVERTISEMENT FOR APPOINTMENT EXECUTIVES IN OMECL**

No. 03 /OMECL

Date: **24.08.2018**

The Odisha Mineral Exploration Corporation Ltd., a 100% Subsidiary Unit of Odisha Mining Corporation Ltd invites application from eligible candidates for the following post for regular employment in OMECL.

Sl. No	Name of the Post	No of Posts to be filled up	Category	Scale of Pay as per ORSP, 2017
1	Managing Director	01	UR	Level-17 (Rs.1,35,100-2,16,800/-)
2	Manager (Geo.), E-3 grade	01	UR	Level-13 (Rs.67,700-2,08,700/-)
3	Dy. Manager (Geo.), E-2 grade	02	UR	Level-13 (Rs.67,700-2,08,700/-)
4	Manager (Fin.), E-3 grade	01	UR	Level-13 (Rs.67,700-2,08,700/-)
5	Manager (Company Affairs), E-3 grade	01	UR	Level-13 (Rs.67,700-2,08,700/-)

Interested eligible candidates may visit the OMC website <http://www.omcltd.in> for details of eligibility criteria, terms & conditions and application format and submit application in prescribed form dully filled in & accompanied by copies of self-attested certificates / testimonials in hard copy on or before **20.09.2018** by **Registered Post / Speed Post** positively to **General Manager(P&A)**, The Odisha Mining Corporation Ltd., Post Box No.34, OMC House, Bhubaneswar-751001.

The Management reserves the right to cancel, amend or alter the above advertisement without assigning any reason thereof.

**Director (Personnel)**

The Odisha Mining Corporation Ltd.  
Post Box No-34, OMC House,  
BBSR-751001

Odisha Mineral Exploration Corporation Ltd  
( 100% Subsidiary Unit of Odisha Mining Corporation Ltd.)  
Regd. Office: OMC House, Bhubaneswar, Khordha OR 751001 IN  
Tel: 2377400/2377401, Fax: 0674-2396889, 2391629, [www.omcltd.in](http://www.omcltd.in)  
CIN : U13209OR2016SGC025960

**1) VACANCY:**

Sl. No	Name of the posts	Total Posts to be filled up through recruitment	Scale of Pay as per ORSP, 2017
1	Managing Director	01	Level-17 (Rs.1,35,100-2,16,800/-)
2	Manager (Geo.), E-3 grade	01	Level-13 (Rs.67,700-2,08,700/-)
3	Dy. Manager (Geo.), E-2 grade	02	Level-13 (Rs.67,700-2,08,700/-)
4	Manager (Fin.), E-3 grade	01	Level-13 (Rs.67,700-2,08,700/-)
5	Manager (Company Affairs), E-3 grade	01	Level-13 (Rs.67,700-2,08,700/-)

**2) ALLOWANCES AND SERVICE BENEFITS AVAILABLE IN OMC**

Besides Basic Pay & Grade Pay, the selected candidates will get other allowances/benefits like Dearness Allowance, Attendant Allowance, Conveyance Expenses, House Rent Allowance, Medical Facilities for self & dependent family members, Gratuity, CPF/EPF as per Rules of the Corporation.

**3) ELIGIBILITY CRITERIA:**

SL. No	Name of the Posts	Basic eligibility		
		Qualification	Experience	Age as on 31.07.2018
01	Managing Director	M.Sc. Degree in Geology or Applied Geology or M. Sc. Tech. in Geology from ISM/any other recognized University.	<ul style="list-style-type: none"> <li>At least <b>20</b> years of post-qualification experience in Metallic Minerals (Iron, Manganese, Chromite, Bauxite) &amp; Coal. Must have headed the exploration wing of an organization for minimum period of <b>05</b> years.</li> <li>Must have worked at the level of Director in case of Central/State Govt. &amp; Board of Director in PSUs &amp; Private Organisations having annual turnover of more than Rs.300 crores.</li> </ul>	45 to 55 years
02	Manager (Geo.), E-3 grade	M.Sc. Degree in Geology or Applied Geology or M. Sc. Tech. in Geology from ISM/any other recognized University.	<ul style="list-style-type: none"> <li>Must have post-qualification experience of <b>04</b> years in the field of Mineral Exploration &amp; knowledge in software for Ore body modelling, reserve estimation, preparation of Geological Report.</li> </ul>	Not above 36 years
03	Dy. Manager (Geo.), E-2 grade	M.Sc. Degree in Geology or Applied Geology or M. Sc. Tech. in Geology from	NIL	Not below 21 years and above 32 years

		ISM/any other recognized University.		
04	Manager (Fin.), E-3 grade	Associate / Fellow Member of ICAI / ICWAI.	Must have <b>04</b> years post Qualification experience in a reputed farm/ organization.	Not above 36 years
05	Manager (Company Affairs), E-3 grade	Graduation from any recognized University with an associate member of Institute of the Company Secretaries of India.	Must have <b>04</b> years post qualification experience in an organization of repute.	Not above 36 years

- Upper age limit for departmental candidates fulfilling the eligibility criteria shall be relaxed for the posts in E-2 grades of different cadres up to maximum 10 years. However no upper age limit shall be relaxed for the posts in E-3 and above grades over and above the age indicated against each post.
- Weightage shall be given to the candidates having relevant additional qualification and work experience during screening.

#### 4) POST BASED PERCENTAGE OF RESERVATIONS:

SL. No	Name of the Post	Total Posts to be filled up	Post Based %age of Reservation							
			SC		ST		SEBC		UR	
			M/W	W	M/W	W	M/W	W	M/W	W
01	Managing Director	01	-	-	-	-	-	-	01	0
02	Manager (Geo.), E-3	01	-	-	-	-	-	-	01	0
03	Dy. Manager (Geo.), E-2	02	-	-	-	-	-	-	02	0
04	Manager (Fin.), E-3	01	-	-	-	-	-	-	01	0
05	Manager (Company Affairs), E-3	01	-	-	-	-	-	-	01	0

#### 5). GENERAL CONDITIONS

- Officers against whom departmental proceedings or criminal cases contemplated / pending or who have been penalized for misconduct during preceding five years of service period shall not be considered.
- The candidate, if employed with any Autonomous Body /Government or Private Sector may bring "NOC" from their employer at the time of interview.
- Filling up of vacancy is solely at the discretion of the management based on suitability of candidates and no claim will arise for appointment/engagement if vacancy is not filled due to un-suitability of candidates.
- The candidature of the applicant would be provisional and subject to subsequent verification of certificates / testimonials.
- The decision of the Management will be final and binding on all the candidates on all matters relating to eligibility, acceptance or rejection of the candidature, selection of candidates, cancellation of the recruitment process etc. No enquiry/ correspondence will be entertained in this regard.
- At any stage of recruitment process if it is found that the candidate has furnished false or incorrect information, then the candidature / appointment of the candidate is liable to be cancelled.
- Canvassing in any form will be viewed adversely and may lead to dis-qualification.
- Finally selected candidate shall have to produce the required documents as specified in the appointment order.
- Any dispute arising in this connection will be subject to jurisdiction of appropriate Courts of Odisha.

6). **METHODOLOGY OF SELECTION**

- The eligible candidates will be short-listed on the basis of prescribed qualification and relevant work experience.
- The selection will be made on the basis of personal interview of eligible short-listed candidates.
- No TA/DA for to & fro journey shall be paid either for attending the personal interview or joining the post in OMECL.

7). **PROMOTION**

- As per provisions of OMC R&P Rules for Executives-2012.

8). **SUBMISSION OF APPLICATION**

- The candidates fulfilling the eligibility criteria as specified under Sl. No. "A" above shall download the application format (**Annexure-I**) from OMC website i.e. [www.omcltd.in](http://www.omcltd.in) and submit the same duly filled in along with self-attested copies of certificates / testimonials in support of date of birth, Qualification, Marks obtained, relevant work experience, date of entry into Govt. / PSU / Other organisation service, amount of last salary, one page note justifying their suitability for the job etc. in hard copy to the **General Manager (P&A)**, The Odisha Mining Corporation Ltd., PB No.34, OMC House, Bhubaneswar-751001 by **20.09.2018** positively.

**Director (Personnel)**

Odisha Mineral Exploration Corporation Ltd  
( 100% Subsidiary Unit of Odisha Mining Corporation Ltd.)  
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**THE ODISHA MINERAL EXPLORATION CORPORATION LTD**  
**( 100% Subsidiary Unit of Odisha Mining Corporation Ltd.)**

**APPLICATION FORMAT FOR APPOINTMENT OF EXECUTIVES IN OMECL**

1. Post applied for : \_\_\_\_\_
2. Full Name (In capital): \_\_\_\_\_
3. Father's/Husband's Name: \_\_\_\_\_
4. Date of Birth: \_\_\_\_\_  
 (As recorded in HSC or equivalent exam) (Attach copy of self attested Certificate)
5. Age as on 31.07.2018: \_\_\_\_\_
6. Marital Status: (Married/Un-Married) : \_\_\_\_\_
7. Address (with PIN code):

Affix recent colour passport size photograph
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Present Address

Permanent Address

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

8. State of Domicile/Residence: \_\_\_\_\_
9. Contact details: (a) Phone: \_\_\_\_\_
- (b) E-mail: \_\_\_\_\_

10. **Qualification:**  
 (HSC or equivalent onwards) (Attach self-attested copy of certificates).

Sl. No.	Exam passed / Discipline	Name of the Board / University / Institute	Duration of course	Year & month of Passing	Maximum marks	Marks obtained	% of Marks

**(In case of CGPA/grades, please indicate equivalent percentage as per norms adopted by the University/ Institute & attach a copy of such norm fixed by the concerned University/Institute)**

**11. Post Qualification Experience Particulars**

(Attach self-attested copy of experience certificates):

Sl. No.	Name & address of Organizations worked	Post held	Scale of Pay	Basic Pay	Duration of Experience (DD/MM/YYYY)		Total years & months of experience	Type of assignment handled/specific nature of work / duty performed. (Attach separate sheet)
					From	To		

12. Last post held (Attach Proof) : \_\_\_\_\_

13. Last pay drawn (Attach Proof): \_\_\_\_\_

14. Self-declaration indicating any Criminal Case or Vigilance Inquiry or Departmental Proceeding initiated or pending which led to conviction/imposition of punishment or pending for finalization: (details to be indicated for last 05 years)

15. Brief summary outlining the experience/achievement during the Service period justifying his suitability for the job : (To be furnished in separate one page note)

**DECLARATION**

I \_\_\_\_\_ Son / Daughter / Wife of \_\_\_\_\_, do hereby declare that all the statements made in this application are true and correct to the best of my knowledge and belief. In the event of any information being found false, my candidature/appointment is liable to be cancelled/ terminated without any notice to me.

(SIGNATURE IN FULL)

PLACE:

NAME:

DATE:

**List of Enclosures:**

- |     |     |
|-----|-----|
| (1) | (4) |
| (2) | (5) |
| (3) | (6) |