



पेट्रोलियम एवं प्राकृतिक गैस विनियामक बोर्ड
Petroleum and Natural Gas Regulatory Board
प्रथम तल, वर्ल्ड ट्रेड सेंटर, बाबर रोड, नई दिल्ली - 110001

1st Floor, World Trade Centre, Babar Road, New Delhi – 110 001

PNGRB/Admn/12-HR (02)/2025

11th February 2025

PUBLIC NOTICE

The Petroleum and Natural Gas Regulatory Board (PNGRB) invites applications for engagement of Individual Finance Consultant on contract basis. The details of level of the Individual Consultant, qualifications and experience required as under:

Category of Individual Consultant	Qualification	Experience
Finance: Level-IV	MBA (Finance), Chartered Accountant, Cost Accountant or Master's degree in Economics/ Commerce/ Operations Research or equivalent from a recognized university or institution	Experience of more than 10 years in: (a) Development/ formulation of regulations; or (b) Computation of pipeline transportation tariffs, pricing and other concerned commercial and financial issues related to the oil and gas sector; or (c) Detailed analysis of annual accounts of firms, loan appraisals for large projects as done by the banks/financial institutions; or (d) Experience of appraisal of large projects in the fields of oil and gas production, processing, transportation, storage, terminal operation, distribution, marketing, etc. Desirable: (i) Previous exposure to Competition Law (ii) Membership of Institute of Company Secretaries

2. Terms and conditions of engagement of the Individual Consultants:

a) **Designation & Period of engagement:**

The Individual Consultants engaged in PNGRB will be designated as Individual Consultants (Level-IV). While their term of engagement will be initially for one year extendable by another two years, one year at a time, at the discretion of Comptent Authority. He/she will be on probation for a period of six months. Based on the performance during the probation period, the engagement of the Individual Consultant may be confirmed by the Comptent Authority for the balance period.

b) **Lump sum monthly remuneration:**

Rs.1,40,000/- with 10 percent increase on successful completion of each year in PNGRB. No other allowance on account of conveyance, telephone, etc. will be paid.

c) **Age of the applicant:**

The age of the applicant to be engaged as an Individual Consultant as on the date of webhosting of Public Notice for the position shall be below 62 years.

d) **Termination of Consultancy:**

PNGRB reserves the right to terminate or curtail the consultancy period at any time without assigning any reason. In case the Individual Consultant desires to leave the consultancy services, he/she may do so by giving one months' notice.

e) **Discharge of Functions and Working Conditions:**

The Individual Consultants shall discharge such responsibilities diligently as may be assigned to them from time to time and shall abide by all day to day working conditions/facilities like closed holidays, working hours, etc. of PNGRB.

f) **Confidentiality:**

The Individual Consultants shall maintain confidentiality of the information/data, etc. In case it is found to be violating the code of conduct, which is generally applicable for working in a Government office/establishment, by or on behalf of any Individual Consultant, apart from terminating the consultancy period, PNGRB reserves the right to take any other action as it may deem fit including Legal remedies available to it such as civil/criminal case etc. and may further debar such Individual Consultants from future engagement by the Board.

g) **Leave:**

The Individual Consultants will be allowed to avail one and half day leave per month during the consultancy period. He/she may accumulate these leaves up to

a maximum of five days and avail the same together. Beyond the above allowable leaves, the monthly consultancy fee will be reduced proportionately.

h) **No Permanent Employment:**

The selected Individual Consultant will be engaged on contract basis only and they will not have any right or claim for permanent employment with PNGRB. PNGRB will not entertain any type of correspondence in this regard.

i) **Acceptance of the Terms & Conditions:**

The selected Individual Consultant will be required to sign a copy of the engagement letter and the terms & conditions, which will be treated a contract, at the time of joining PNGRB. Otherwise, his/her engagement as Individual Consultant shall stand cancelled.

3. Those candidates who are meeting the requirements of qualification and experience and are agreeable to the terms & conditions mentioned above are requested to submit their applications, essentially along with self-certified copies of documents in support of their qualifications and experience, addressed to the following **on or before 5.00 PM till 28.02.2025**, through Speed Post/Courier/by hand:

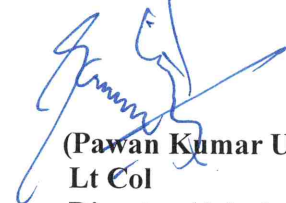
**Director (Admin & HR)
Petroleum and Natural Gas Regulatory Board (PNGRB)
1st Floor, World Trade Centre,
Babar Road, New Delhi – 110 001.**

The envelop should be superscribed as below:

‘Application for the post of Individual Consultant (Finance) - Level – IV against Public Notice dated 11th February 2025’.

4. Applicants are advised for submission of the final Degree Certificates and mark sheets of all semesters/years towards documentary proof having passed the qualifying degree examination in relevant discipline. Further, candidates are advised for submission of experience certificate(s) towards documentary proof having prescribed experience of years as indicated above.

5. PNGRB reserves the right to annul the process of selection/engagement of Individual Consultants against this public notice at any time without assigning any reason.


**(Pawan Kumar Uniyal)
Lt Col
Director (Admin & HR.)**

PETROLEUM AND NATURAL GAS REGULATORY BOARD

**APPLICATION FOR THE POST OF
INDIVIDUAL CONSULTANT FOR FINANCE STREAM**

(Level - IV)

(Public Notice dated02.2025)

Affix passport
size photograph

1. Name of Applicant : _____
2. Residential Address : _____

3. E-mail : _____
4. Telephone No. : Mob. _____
Landline _____
5. Date of Birth : _____
6. Education Qualification (10th onwards) :

S. No.	Qualification	Board/University	Marks/Percentage	Year of Passing
1				
2				
3				
4				

Note: Self certified copies to be attached.

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

Office / Instt. / Orgn.	Post held	From	To	Scale of pay & basic pay	Nature of duties	Pvt./Govt./ PSU or Other

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8. Training / Courses attended : 1. _____
 2. _____
 3. _____

9. Total emoluments per month now drawn : _____

10. References:

S. No.	Name	Contact No.	Complete Correspondence Address (With Postal Code)
1.			
2.			

Note: Non submission of references may lead to rejection of application.

11. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient.

12. Remarks : _____

Place:

Date:

Signature: _____

Name: _____

Note: All fields of the application must be filled. Enclose a separate sheet, if space for any field is insufficient.