

HRAQ/CONT-EX-B/25-213 dated 04/06/2025

- 1.0 Oil India Limited (OIL), a Maharatna Public Sector Undertaking is the second largest national upstream Oil & Gas Company with pan India presence and global footprint. Oil India Limited intends to engage 1(one) Consultant (Land) on contract for Frontier Basin Project, OIL Tripura Office on consolidated honorarium for a period of 01 (one) year, extendable by another tenure of 01 (one) year, up to a maximum period of 02 (two) years depending upon requirement of the Company. Applications are invited from interested and eligible candidates for engagement as Consultant (Land) on contract for Frontier Basin Project, OIL Tripura Office.

2.0 **Job Description/Responsibilities:**

**Consultant (Land) for Frontier Basin Project, OIL Tripura Office: 01 (One) requirement.**

- a) Liaison with various State Government authorities, Forest authorities, TTAADC and in the State of Tripura covering Land acquisition, FC, EC, SPCB, other clearances for exploration and production activities.
- b) Follow-up with State Govt. Ministries, State Government authorities, local stakeholders as well as outside agencies in matters related to OALP, DSF blocks in the state of Tripura in consultation with concerned reporting officer/ HoD.
- c) Organizing/Conducting meetings with stakeholders/ Govt. Officials/ Regulatory Bodies.
- d) Inputs to Government queries, Parliamentary queries, Parliamentary Committee Standing Meeting etc related to the Blocks located in the state of Tripura in consultation with concerned reporting officer/HoD.
- e) Liaison & coordination and organising meetings with Government authorities, local stakeholders, oil and gas companies and service providers operating in the state of Tripura.
- f) Interaction with stakeholders for any disputes and also for smooth functioning of the operational activities
- g) Present the latest update of the Blocks, keep track of the geopolitical scenario in the State.
- h) Suggest plans for midcourse corrections, if felt necessary, for the way forward and timeline for completion of the Block activities.
- i) Follow up of pending files/documents with Government Officials and offices.
- j) Other allied jobs as assigned by concerned reporting officer/ HoD.
- k) Liaisoning for Execution of PML/PEL Deeds with Govt. of Tripura.

*NB: The above list is only indicative and not exhaustive.*

3.0 **Eligibility:**

- a) Bachelor's Degree/ Master's Degree (Any discipline) as Full-time Regular course from Institute/Colleges/Universities/Deemed Universities duly recognized by AICTE/UGC.
- b) The applicant must not be more than 63 years as on the last date of receipt of application.
- c) Must have retired at least from the post of General Manager (Grade G) or equivalent post from OIL or from any other

Govt./PSU/Private sector.

- d) Must have minimum 30 years of working experience in any Govt./PSU/Private sector on permanent basis. Candidates having requisite experience in land acquisition related activities in North-east region of India will be given preference.
- e) Good Communication skill in English, Hindi and Bengali. The knowledge or understanding of the Kokborok language / local language may be an additional advantage.
- f) Working knowledge of the Company's activities, visions, goals and structure.
- g) Ability to work in multi-disciplinary activities.
- h) Project management, supervision and problem-solving skills.
- i) Working idea of the ongoing exploration policies governing OIL's current activities.
- j) Time management and organizing skills.
- k) Effective communication skills.

4.0 **Contract Period:** 01 (one) year, extendable by another tenure of 01 (one) year, up to a maximum period of 02 (two) years depending upon requirement of the Company, performance of the individual, fitness, conduct etc.

5.0 **Place of Posting:** Tripura, India

6.0 **Honorarium and Facilities:**

|                    |                |
|--------------------|----------------|
| Monthly Honorarium | Rs. 1,50,000/- |
|--------------------|----------------|

- i. The above honorarium is lump-sum and inclusive of local conveyance, telephone (landline/mobile), internet expenses etc., if any.
- ii. Travel/Boarding and Lodging/Local conveyance during all official tours outside the place of posting will be as per the equivalent Grade of selection as Consultant.
- iii. The Incumbent during domestic official tour, a lump-sum Daily allowance of ₹ 2,000/- per day will be extended.
- iv. Consultant will be entitled for 20 (twenty) days paid leave for every 12 months on pro-rata basis which is non-cumulative and non-encashable.
- v. Normal Company holidays of OIL will be applicable.
- vi. Incumbent would work in line with regular officers of the Company and observe normal office timings. However, they may be called upon to attend office on weekly off days or any holiday in case of any urgency for which no additional payment will be made.
- vii. The Incumbent during their engagement will not be allowed to take up assignment with any other Organization, Institution & Govt. agencies etc.
- viii. The applicable GST, if any, will be extra and borne by the Company. Any other taxes are to be borne by the concerned individual.
- ix. Income tax, as applicable, will be deducted.

7.0 **Selection Procedure:** Selection will be based on personal interaction with a Selection Committee.

8.0 Please note that no TA/DA will be paid. Further, no reimbursement shall be provided for joining.

- 9.0 Accommodation must be arranged by the selected candidate.
- 10.0 Interested and eligible candidates may send their duly filled in application form (in prescribed format along with self-attested requisite documents) at email id **con\_app@oilindia.in** on or before 23:59 hours of **03/07/2025**. Applications submitted in any other format other than the prescribed format will be summarily REJECTED.
- 11.0 The shortlisted candidates will be informed through email about the mode of Personal Interaction, scheduled date and time. As such, the candidates are advised to mention a valid e-mail ID and mobile phone number.
- 12.0 Online application received after 23:59 hours of **03/07/2025** will be rejected. Applications submitted without supporting documents for proof of date of birth, educational qualification and relevant experience will be rejected.

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*Please affix your recent  
passport size photograph*

**APPLICATION FORM FOR ENGAGEMENT AS  
CONSULTANT (LAND) FOR FRONTIER BASIN  
PROJECT, OIL TRIPURA OFFICE**

|   |  |  |
|---|--|--|
| 1 | Name of the Applicant:   |  |
| 2 | Father's Name:   |  |
| 3 | Date of Birth:   |  |
| 4 | Gender:  |  |
| 5 | Address for Communication:                                       |  |
| 6 | Permanent Address (if different from address for communication): |  |
| 7 | Telephone/Mobile No.   |  |
| 8 | E-mail ID  |  |

| 9    | EDUCATIONAL QUALIFICATIONS    |                      |                 |                            |                 |
|------|-------------------------------|----------------------|-----------------|----------------------------|-----------------|
| S No | Degree                        | College/ Institution | Year of passing | Specialization/ Discipline | Class/ Division |
| a.   | Graduation                    |                      |                 |                            |                 |
| b.   | Post Graduation               |                      |                 |                            |                 |
| c.   | Others (if any)               |                      |                 |                            |                 |
| d.   | Any other academic details    |                      |                 |                            |                 |
| e.   | Member of Professional Bodies |                      |                 |                            |                 |

| 10    | <b>EXPERIENCE DETAILS</b>                           |               |                                 |                   |    |                  |
|-------|---|---------------|---------------------------------|-------------------|----|------------------|
| S. No | Name of the organization                            | Position held | Grade of the Position last held | Period of Service |    | Nature of duties |
|       |   |               |                                 | From              | To |                  |
| a.    |   |               |                                 |                   |    |                  |
| b.    |   |               |                                 |                   |    |                  |
| c.    |   |               |                                 |                   |    |                  |
| d.    |   |               |                                 |                   |    |                  |
| e.    | Write-up on relevant experience (maximum 300 words) |               |                                 |                   |    |                  |

### **DECLARATION**

I hereby certify that the particulars furnished above are true, correct and complete in all respects. In case of information provided by me being found incorrect or false, my engagement may be cancelled at any time without informing me.

**Date:**

**Place:**

**Signature of the applicant**

Please enclose copy of following documents along with the application:

1. Proof of Date of Birth
2. Proof of relevant experience/Education Qualification

**Application in any other format will be summarily rejected.**