

GOVERNMENT OF ODISHA
DEPARTMENT OF PUBLIC ENTERPRISES

Invites application for the post of Functional Directors in Odisha Mineral Exploration Corporation Limited (OMECL).

Odisha Mineral Exploration Corporation Limited (OMECL), a State PSU, which was previously a 100% subsidiary of the Odisha Mining Corporation Ltd (OMC), is engaged in exploration & mining activities within Odisha. OMECL proposes to recruit dynamic and competent professionals for its upcoming mechanized opencast and underground mines in the metalliferous sector.

The Public Enterprises Selection Board (PESB) is seeking qualified and experienced candidates for the following post of Directors for Odisha Mineral Exploration Corporation Limited (OMECL) in its corporate office located at Bhubaneswar in the Scale of Pay of Rs.1,35,100-2,16,800/- .The post carries DA, HRA, Medical allowance , perks and etc at par with an Officer of OMC in CGM in E-8 rank.

Sl. No.	Name of the Post	No. of post to be filed	Qualification
01	Director (Finance)	01	Degree with passing of the Final Examination of the ICAI/ICWA/MBA with specialization in Finance with good academic record from a recognised University/Institution of repute.
02	Director (Personnel)	01	Full time PG Degree/Diploma of two years duration in personnel Management/Industrial Relations and Labour Welfare/HRD/HRM/PM&IR/MBA with specialization in HRD or personnel Management from recognized University/ Institution. Degree/Diploma obtained from Open University (except IGNOU)/ Distance learning mode/ Part-time/ Sandwich Course shall not be considered.
03	Director (Mining)	01	Degree in Mining Engineering with 1 st Class Mines Manager's Certificate of Competency with good academic record from recognized University/ Institution of repute.
04	Director (Geology)	01	Post Graduate in Geology/Applied Geology/M.Tech in Mineral Exploration with good academic record from a recognized University/Institution of repute.

Pay protection will be allowed to the deserving officers from the Central or State Governments/CPSEs/State PSUs.

Detailed requirement for the position along with the application format is available in the Public Enterprises Department, Government of Odisha website: <http://pe.odisha.gov.in>

Complete application in the prescribed format with enclosures and a passport size photograph should be sent to the Principal Secretary to Govt., Department of Public Enterprises, Odisha, Bhubaneswar-751001 by Speed post/Registered Post/e-mail (e-mail id: dpesec.or@nic.in) only to reach within 30 days from the date of publication of Advertisement. Envelope containing the application should be super-scribed as "**Application for the specific post of Director, OMECL.**" Out station candidates appearing the interview will be provided Economic Class Air fare for to & fro journey on submission of original documents.

Principal Secretary to Govt.
Public Enterprises Department, Odisha Secretariat,
Bhubaneswar-751001,
e-mail id: dpesec.or@nic.in

Government of Odisha
Department of Public Enterprises

Name of the PSU	Odisha Mineral Exploration Corporation Limited
Name of the Post	Director (Finance)
Scale of the Post	Rs.1,35,100-2,16,800/-

1. COMPANY PROFILE:

Odisha Mineral Exploration Corporation Limited (OMECL), a State PSU, is engaged in exploration & mining activities within Odisha.

2. JOB DESCRIPTION AND RESPONSIBILITIES:

This position is at the Board Level. The incumbent shall report to the Managing Director. He/she will remain overall charge of Finance & Accounts such as Corporate Accounts, Taxation and Audit, Bills, Treasury, sales Export & Investments Financial concurrence, Costing & Budgeting, PF & Gratuity etc. of the Corporation. He will be responsible for financial planning, evolving and formulating policies and strategies relating to Finance & Accounts as well as implementation thereof.

3. Eligibility:

I. Age:

As on the date of advertisement -Minimum age will be 45 years and maximum age will be 57 years .

II. Qualification:

Educational Qualification:

The candidate applying for the position must be a full time Degree with passing of the Final Examination of the ICAI/ICWA/MBA with specialization in Finance with good academic record from a recognised University/Institution of repute.

III. Key Skill:

He should have managerial experience at a senior level in Corporate Financial Management and accounts including Cost and Budgetary Control, Institutional Finance, working Capital management etc. in an Organisation of repute.

IV. Experience:

A proven track record of at least 20 (twenty) years of Post qualification experience in relevant functional areas, out of which 05 (five) years should be at the level of two positions below the level of Board of Directors. The applicant shall furnish the organisation chart indicating his/her current position therein.

In addition, the Executives working in Private Sector Company must fulfil the following criteria:

For Private Sector Executives:

The Executives working in Private Sector Company must fulfil the following criteria:

- (i) The turnover of the private sector company should be more than Rs. 300 Crores in which a candidate should have at least 05 years experience at the level of two positions below the Board out of his/her 20 years of experience in the relevant functional areas.
- (ii) They should be working in private companies listed on the Stock Exchange.
- (iii) They should be working at a Board level position or reporting directly to a Director of the Board i.e one level below Board level.

4. Scale of Pay:-

Rs.1,35,100-2,16,800/- with D.A as applicable, HRA in lieu of accommodation , Medical Allowance and other perks etc at par with an Officer of OMC in E-8 rank.

Pay protection will be allowed only to the Officers from the Central/ State Governments/CPSEs/State PSUs.

5. Tenure of Appointment:

This position is contract basis for a period of 05(five) years or upto the age of superannuation i.e. 60 years whichever is earlier.

However, extension of the term of five years or upto the age of superannuation i.e. 60 years whichever is earlier, may be allowed subject to assessment of the performance by PESB and need of the PSU. There will not be any extension beyond two terms.

If an internal candidate is selected for the post of Director (Finance), he should resign/take VRS from his service and join as Director (Finance) on contractual appointment.

6. Submission of Application:

Prospective candidates from the Central Public Sector and Government Officers/State Public Sector Undertaking shall send their applications, through proper channel, in the format as at **Annexure-I**.

The applications for various categories of the Officers shall be routed through proper channel.

Interested candidates shall submit their applications, in the format at Annexure-I, along with a write up on significant contributions made by them during their present/past assignments and their suitability for the post.

In addition to the above, Private Sector Executives must submit the following documents along with the application form:

- i) Attested copies in support of age and qualifications;
- ii) Self declaration indicating any Criminal Case or Vigilance Inquiry or departmental Proceeding initiated or pending or any punishment imposed on him.
- iii) Annual Reports of the company for the last 05 (Five) years duly certified by Company Secretary;
- iv) Evidence of listing on the Stock Exchange;
- v) Evidence of working at Board level or reporting directly to the Board i.e one level below Board level;
- vi) The details of job handled in the past with details/particular references.

Interested candidates may send their application in the format at Annexure-I along with a passport size photograph within 30 (thirty) days from the date of publication of the advertisement to the following address by Registered post/ Speed post/e-mail (e-mail id: dpesec.or@nic.in) only. Candidates working in the Government/ PSUs are required to apply through proper channel. Envelope containing the application should be super-scribed as "**Application for the post of Director (Finance), OMECL.**" Outstation candidates appearing the interview will be provided economic class air fare for to & fro journey on submission of original documents.

The undersigned reserves the right to accept/ reject any or all of the applications at any stages of selection without assigning any reason thereof.

7. Certification by Candidate:

- a) If any of the candidates who appeared for the interview and is selected by the PESB, gives his/her unwillingness after the interview is held, 'or' his/her unwillingness after the issue of offer of appointment, he/she would be debarred for a period of two years from being considered for a Board Level post in any State PSE other than the one to which the candidate belongs.
- b) In the above cases, no request for relaxation or otherwise would be entertained.

Applications received beyond the last date and incomplete application shall not be considered. Any wrong information given in the application will make the application liable for rejection.

Principal Secretary to Government,
Public Enterprises Department, Odisha Secretariat,
Bhubaneswar-751001.

Government of Odisha
Department of Public Enterprises

Name of the PSU	Odisha Mineral Exploration Corporation Limited
Name of the Post	Director (Personnel)
Scale of the Post	Rs.1,35,100-2,16,800/-

1. COMPANY PROFILE:

Odisha Mineral Exploration Corporation Limited (OMECL), a State PSU, is engaged in exploration & mining activities within Odisha.

2. JOB DESCRIPTION AND RESPONSIBILITIES:

This position is at the Board Level. The incumbent shall report to the Managing Director. He/she will remain overall charge of Personnel Department i.e. Administration, HR development, Industrial Relation & Labour Welfare, Medical, Corporate Social Responsibility, Security & Estate, RTI & General Correspondences etc. of the Corporation. He will responsible for evolving and formulating HR/ Personnel policies as well as implementation thereof.

3. Eligibility:

I. Age:

As on the date of advertisement -Minimum age will be 45 years and maximum age will be 57 years .

II. Qualification:

Educational Qualification:

The candidate applying for the position must be a full time PG Degree/Diploma of two years duration in personnel Management/Industrial Relations and Labour Welfare/HRD/HRM/PM&IR/MBA with specialization in HRD or personnel Management from recognized University/ Institution. Degree/Diploma obtained from Open University (except IGNOU)/ Distance learning mode/ Part-time/ Sandwich Course shall not be considered.

Key Skill:

He/She should have managerial experience at a senior level in HR/ Personnel Dept. in an organization of repute.

IV. Experience:

A proven track record of at least 20 (twenty) years of Post qualification experience in relevant functional areas, out of which 05 (five) years should be at the level of two positions below the level of Board of Directors. The applicant shall furnish the organisation chart indicating his/her current position therein.

In addition, the Executives working in Private Sector Company must fulfil the following criteria:

For Private Sector Executives:

The Executives working in Private Sector Company must fulfil the following criteria:

- (i) The turnover of the private sector company should be more than Rs. 300 Crores in which a candidate should have at least 05 years experience at the level of two positions below the Board out of his/her 20 years of experience in the relevant functional areas.
- (ii) They should be working in private companies listed on the Stock Exchange.
- (iii) They should be working at a Board level position or reporting directly to a Director of the Board i.e one level below Board level.

4. Scale of Pay:-

Rs.1,35,100-2,16,800/- with D.A as applicable, HRA in lieu of accommodation , Medical Allowance and other perks etc at par with an Officer of OMC in E-8 rank.

Pay protection will be allowed only to the Officers from the Central/ State Governments/CPSEs/State PSUs.

5. Tenure of Appointment:

This position is contract basis for a period of 05(five) years or upto the age of superannuation i.e. 60 years whichever is earlier.

However, extension of the term of five years or upto the age of superannuation i.e. 60 years whichever is earlier, may be allowed subject to

assessment of the performance by PESB and need of the PSU. There will not be any extension beyond two terms.

If an internal candidate is selected for the post of Director (Personnel), he should resign/take VRS from his service and join as Director (Personnel) on contractual appointment.

6. Submission of Application:

Prospective candidates from the Central Public Sector and Government Officers/State Public Sector Undertaking shall send their applications, through proper channel, in the format as at **Annexure-I**.

The applications for various categories of the Officers shall be routed through proper channel.

Interested candidates shall submit their applications, in the format at Annexure-I, along with a write up on significant contributions made by them during their present/past assignments and their suitability for the post.

In addition to the above, Private Sector Executives must submit the following documents along with the application form:

- i) Attested copies in support of age and qualifications;
- ii) Self declaration indicating any Criminal Case or Vigilance Inquiry or departmental Proceeding initiated or pending or any punishment imposed on him.
- iii) Annual Reports of the company for the last 05 (Five) years duly certified by Company Secretary;
- iv) Evidence of listing on the Stock Exchange;
- v) Evidence of working at Board level or reporting directly to the Board i.e one level below Board level;
- vi) The details of job handled in the past with details/particular references.

Interested candidates may send their application in the format at Annexure-I along with a passport size photograph within 30 (thirty) days from the date of publication of the advertisement to the following address by Registered post/ Speed post/e-mail (e-mail id: dpesec.or@nic.in) only. Candidates working in the Government/ PSUs are required to apply through proper channel. Envelope containing the application should be super-scribed as "**Application for the post of Director (Personnel), OMECL.**" Outstation candidates appearing the interview will be provided economic class air fare for to & fro journey on submission of original documents.

The undersigned reserves the right to accept/ reject any or all of the applications at any stages of selection without assigning any reason thereof.

7. Certification by Candidate:

- i) If any of the candidates who appeared for the interview and is selected by the PESB, gives his/her unwillingness after the interview is held, 'or' his/her unwillingness after the issue of offer of appointment, he/she would be debarred for a period of two years from being considered for a Board Level post in any State PSE other than the one to which the candidate belongs.
- ii) In the above cases, no request for relaxation or otherwise would be entertained.

Applications received beyond the last date and incomplete application shall not be considered. Any wrong information given in the application will make the application liable for rejection.

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Government of Odisha
Department of Public Enterprises

Name of the PSU	Odisha Mineral Exploration Corporation Limited
Name of the Post	Director (Mining)
Scale of the Post	Rs.1,35,100-2,16,800/-

1. COMPANY PROFILE:

Odisha Mineral Exploration Corporation Limited (OMECL), a State PSU, is engaged in exploration & mining activities within Odisha.

2. JOB DESCRIPTION AND RESPONSIBILITIES:

This position is at the Board Level. The incumbent shall report to the Managing Director. He/she will remain overall charge of Regional Offices, Production, Engineering, Mines Safety, Sales & Marketing etc. of the Corporation.

3. Eligibility:

I. Age:

As on the date of advertisement -Minimum age will be 45 years and maximum age will be 57 years.

II. Qualification:

Educational Qualification:

The incumbent should be Graduate in Mining Engineering with 1st Class Mines Manager's Certificate of Competency with good academic record from recognized University / Institution of repute.

III. Key Skill:

In depth knowledge and experience of managing Mining operations in a large organization.

IV. Experience:

A proven track record of at least 20 (twenty) years of Post qualification experience in relevant functional areas, out of which 05 (five) years should be at the level of two positions below the level of Board of

Directors. The applicant shall furnish the organisation chart indicating his/her current position therein.

In addition, the Executives working in Private Sector Company must fulfil the following criteria:

For Private Sector Executives:

The Executives working in Private Sector Company must fulfil the following criteria:

- i) The turnover of the private sector company should be more than Rs. 300 Crores in which a candidate should have at least 05 years experience at the level of two positions below the Board out of his/her 20 years of experience in the relevant functional areas.
- ii) They should be working in private companies listed on the Stock Exchange.
- iii) They should be working at a Board level position or reporting directly to a Director of the Board i.e one level below Board level.

4. Scale of Pay:-

Rs.1,35,100-2,16,800/- with D.A as applicable, HRA in lieu of accommodation , Medical Allowance and other perks etc at par with an Officer of OMC in E-8 rank.

Pay protection will be allowed only to the Officers from the Central/ State Governments/CPSEs/State PSUs.

5. Tenure of Appointment:

This position is contract basis for a period of 05(five) years or upto the age of superannuation i.e. 60 years whichever is earlier.

However, extension of the term of five years or upto the age of superannuation i.e. 60 years whichever is earlier, may be allowed subject to assessment of the performance by PESB and need of the PSU. There will not be any extension beyond two terms.

If an internal candidate is selected for the post of Director (Mining), he should resign/take VRS from his service and join as Director (Mining) on contractual appointment.

6. Submission of Application:

Prospective candidates from the Central Public Sector and Government Officers/State Public Sector Undertaking shall send their applications, through proper channel, in the format as at **Annexure-I**.

The applications for various categories of the Officers shall be routed through proper channel.

Interested candidates shall submit their applications, in the format at Annexure-I, along with a write up on significant contributions made by them during their present/past assignments and their suitability for the post.

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- iv) Evidence of listing on the Stock Exchange;
- v) Evidence of working at Board level or reporting directly to the Board i.e one level below Board level;
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The undersigned reserves the right to accept/ reject any or all of the applications at any stages of selection without assigning any reason thereof.

7. Certification by Candidate:

- i) If any of the candidates who appeared for the interview and is selected by the PESB, gives his/her unwillingness after the interview is held, 'or' his/her unwillingness after the issue of offer of

appointment, he/she would be debarred for a period of two years from being considered for a Board Level post in any State PSE other than the one to which the candidate belongs.

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Principal Secretary to Government,
Public Enterprises Department, Odisha Secretariat,
Bhubaneswar-751001.

Government of Odisha
Department of Public Enterprises

Name of the PSU	Odisha Mineral Exploration Corporation Limited
Name of the Post	Director (Geology)
Scale of the Post	Rs.1,35,100-2,16,800/-

1. COMPANY PROFILE:

Odisha Mineral Exploration Corporation Limited (OMECL), a State PSU, is engaged in exploration & mining activities within Odisha.

2. JOB DESCRIPTION AND RESPONSIBILITIES:

This position is at the Board Level. The incumbent shall report to the Managing Director. He/she will remain overall charge of Projects, Mine Planning, Forest & Environment, Geology and Drilling, IT & Materials Management etc. of the Corporation.

3. Eligibility:

I. Age:

As on the date of advertisement -Minimum age will be 45 years and maximum age will be 57 years .

II. Qualification:

Educational Qualification:

The incumbent should be Post Graduate in Geology/Applied Geology/M.Tech in Mineral Exploration with good academic record from a recognized University/ Institution of repute.

III. Key Skill:

In depth knowledge and experience of maintenance and project management function in large organization.

IV. Experience:

A proven track record of at least 20 (twenty) years of Post qualification experience in relevant functional areas, out of which 05 (five) years should be at the level of two positions below the level of Board of Directors. The applicant shall furnish the organisation chart indicating his/her current position therein.

In addition, the Executives working in Private Sector Company must fulfil the following criteria:

For Private Sector Executives:

The Executives working in Private Sector Company must fulfil the following criteria:

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- ii) They should be working in private companies listed on the Stock Exchange.
- iii) They should be working at a Board level position or reporting directly to a Director of the Board i.e one level below Board level.

4. Scale of Pay:-

Rs.1,35,100-2,16,800/- with D.A as applicable, HRA in lieu of accommodation , Medical Allowance and other perks etc at par with an Officer of OMC in E-8 rank.

Pay protection will be allowed only to the Officers from the Central/ State Governments/CPSEs/State PSUs or any other Government organization.

5. Tenure of Appointment:

This position is contract basis for a period of 05(five) years or upto the age of superannuation i.e. 60 years whichever is earlier.

However, extension of the term of five years or upto the age of superannuation i.e. 60 years whichever is earlier, may be allowed subject to assessment of the performance by PESB and need of the PSU. There will not be any extension beyond two terms.

If an internal candidate is selected for the post of Director (Geology), he should resign/take VRS from his service and join as Director (Geology) on contractual appointment.

6. Submission of Application:

Prospective candidates from the Central Public Sector and Government Officers/State Public Sector Undertaking shall send their applications, through proper channel, in the format as at **Annexure-I**.

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- iii) Annual Reports of the company for the last 05 (Five) years duly certified by Company Secretary;
- iv) Evidence of listing on the Stock Exchange;
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The undersigned reserves the right to accept/ reject any or all of the applications at any stages of selection without assigning any reason thereof.

7. Certification by Candidate:

- i) If any of the candidates who appeared for the interview and is selected by the PESB, gives his/her unwillingness after the interview is held, 'or' his/her unwillingness after the issue of offer of appointment, he/she would be debarred for a period of two years from being considered for a Board Level post in any State PSE other than the one to which the candidate belongs.
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Principal Secretary to Government,
Public Enterprises Department, Odisha Secretariat,
Bhubaneswar-751001.

FORMAT OF APPLICATION

APPLICATION FOR APPOINTMENT TO THE POST OF:

1. Name in full:
2. Present Designation:
3. Office / Department:
4. Pay/ Level (In detail):
5. Date of Birth:
6. Age as on the date of advertisement: Years Month Days
7. Nationality:
8. Whether belongs to SC/ST/OBC :
9. Full Address (Office / Residence):
(i) Office with Telephone No., Mobile No.,
e-mail address etc.

(ii) Residence:
10. Present Emoluments:

Basic Pay:

Dearness Pay / Allowances:

Special Pay, if any:

H.R.A. :

C.C.A. :

Any other allowances:

Total:
11. **QUALIFICATION:**
Educational Qualification:
a) Academic :

Passport size
photograph

b) Professional:

c) Details of affiliation with Professional Bodies / Institution / Society:

i) Name:

ii) Membership No. :

iii) Since when:

12. EXPERIENCE:

Details of posts held from time to time

Sl.No.	Post held & scale of pay	Office	Period		Total Experience		Nature of job
			From	To	Years	Months	

13. TRAINING:

Details of training undergone in India and abroad .

Name of training program	Institute where training was received	Period of training	Nature of training	Achievement

14. FOR PRIVATE SECTOR EXECUTIVES:

i) Annual turnover of last three years of
the Company where he is working presently:
(Certified copy to be attached) Turnover
Rs.----- for the year -----

ii) Details of position held at Board level / Below Board level:

iii) Details of Stock Exchange listing:

15. List of Publications / Academic honours received:

16. If selected, minimum time required to join:

17. Any other information:

18. Whether furnished your organizational chart

Indicating your current position there in: Yes / No

(Name and Signature of the applicant)

Date:

Place:

Note: Copies of Testimonials in support of age, qualifications, experience etc. may be furnished, wherever necessary.