

**ADVERTISEMENT FOR APPOINTMENT OF FUNCTIONAL DIRECTORS IN  
ODISHA MINING CORPORATION LIMITED.**

The Odisha Mining Corporation Limited (OMC), a Gold rated Public Sector Undertakings of Govt. of Odisha is the Largest State PSU in the Country in the Mining Sector . It recorded an annual turnover of Rs.3975 crores in the FY-2019-20.

The Department of Public Enterprises , Govt. of Odisha on behalf of Public Enterprises Selection Board (PESB) invites applications for the following posts of Functional Director in the Head Office of OMC Ltd. at Bhubaneswar with the scale of pay of **Rs.1,35,100- 2,16,800/-** including D.A, HRA , Medical Allowance ,perks 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 filled up. | Qualification   |
|-------|--------------------------------------|------------------------------|---|
| 1     | Director<br>(Personnel)              | 01                           | MBA/PGDM with specialization in HR or PG in IR with good academic record from a recognized University/Institution.  |
| 2     | Director<br>Technical<br>(Operation) | 01                           | Graduate in Mining Engineering with 1 <sup>st</sup> class Mines Manager's Certificate of Competency with good academic record from a recognized University/Institution. |

Pay protection will be allowed to the deserving candidates from the Central or State Governments / CPSEs/State PSUs or any other Government Organization.

Prescribed format along with requisites are available at the website of the Department: <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](mailto: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 post of Director (Personnel)/ Director (Operation) in OMC Ltd."**. Out station candidates appearing in the interview will be provided Economy 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](mailto:dpesec.or@nic.in)

**Government of Odisha**  
**Department of Public Enterprises**  
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|                   |                                |
|-------------------|--------------------------------|
| Name of the PSU   | Odisha Mining Corporation Ltd. |
| Name of the Post  | Director (Personnel),          |
| Scale of the Post | Rs.1,35,100-2,16,800/-         |

**1. Company Profile:-**

The Odisha Mining Corporation Limited (OMC), a Gold rated Public Sector Undertakings of Govt. of Odisha is the largest State PSU in the Country in the Mining sector. It undertakes exploration, mining and trading of iron, chrome & bauxite ores.

**2. Job description and specifications:-**

He/She will be a member in the Board of OMC Ltd. and will report to the Managing Director/CMD. He will remain overall in-charge of Personnel Deptt. i.e Administration, HR Development, Industrial Relation and labour Welfare, Medical, Corporate Social Responsibility, Security and Estate, RTI and 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 Limit:-**

Minimum age will be 50 (fifty) years and maximum age will be 57 (fifty seven) years as on the date of advertisement.

**II. Essential Qualification:-**

The incumbent should be MBA/PGDM with specialization in HR or PG in IR with good academic record from a recognized University/Institute of repute.

### **III. Key Skill:-**

The Applicant will demonstrate characteristics of a leader who is determined, articulate, achievement & results oriented, persuasive. He/She should be able to build a high performance team & work culture. Besides, he/she should exhibit ability to lead, inspire and mentor his/her team to achieve significant results. He/She should possess high professional ethics, good judgement and ability to take decisive action. Superb communication (verbal and written) and interpersonal skills is highly required. He/She should have managerial experience at Senior Level in HR/ Personnel Department 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 03 (three) years should be at the level of two positions below the level of Board of Directors. The applicant shall furnish the organization chart indicating his/her current position therein.

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

#### **For Private sector Executive:-**

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

- (i) The turnover of the private setor company wherein the candidate must have worked should be more than Rs.300 crores.
- (ii) He should be working at Board level position or reporting directly to the Board (one position below the Board level.)
- (iii) He should be working in a private company listed on Stock Exchange.

### **4. Scale of Pay:-**

The scale of pay of Rs.1,35,100-2,16,800/- P.M including D.A, HRA , Medical Allowance ,perks etc at par with an Officer of OMC in CGM in E-8 rank.

Pay protection will be allowed to the deserving candidates from the Central or State Governments / CPSEs/State PSUs or any other Government Organization.

### **5. Tenure of Appointment:-**

This position is on full time contract basis for a period of 05 (five) years or limited up to the age of Superannuation i.e 60 (sixty) years whichever is earlier.

The term of appointment of the Director may be extended subject to satisfactory performance & need of the organization for another term of 05 (five) years or upto the age of 60 years whichever is earlier.

## **6. Submission of Application:-**

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

The applications for various categories of the officers shall be routed through proper channel as follows:

- a) For Government Servants through Cadre Controlling authority.
- b) For CMD's/MD's Directors in CPSE, the concerned administrative Ministry.
- c) For below Board level in CPSE, The concerned CPSE.
- d) For CMD/MD in State PSE concerned Administrative Ministry.
- e) For below Board level in State PSE/State Joint Venture, the concerned SPSE.

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

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), OMC Ltd."** Outstation candidates appearing the interview will be provided economy 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.

**ANNEXURE-I**

**FORMAT OF APPLICATION**

**APPLICATION FOR APPOINTMENT TO THE POST OF DIRECTOR:**

1. Name in full:

2. Present Designation:

Passport size  
photograph

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. Social Category ( SC/ST/OBC/SEBC ) :

9. Full Address (Office/Residence):

(i) Office with Telephone No., Mobile No., e-mail etc.

(ii) Residence:

10. Present Emoluments:

Basic Pay:

Dearness Pay/Allowances:

Special pay if any:

HRA:

OCA:

Any other allowances:

Total:

11. Educational/professional Qualification:

|  | As per job description | Possessed by the officer |
|--|------------------------|--------------------------|
| Academic   |                        |                          |
| Professional   |                        |                          |
| Details of affiliation with Professional Bodies/Institution/ Society |                        |                          |

12. Nature and duration of experience relevant for the advertised post and job description:

| Sl. No. | Designation and Place of posting | Organisation | From | To | Total Experience | Pay Scale |
|---------|----------------------------------|--------------|------|----|------------------|-----------|
|         |                                  |              |      |    |                  |           |
|         |                                  |              |      |    |                  |           |
|         |                                  |              |      |    |                  |           |
|         |                                  |              |      |    |                  |           |

13. Training:

| Sl No. | Nature of Training Programme | Institute where training is received | Period of Training | Nature of Training | Achievements |
|--------|------------------------------|--------------------------------------|--------------------|--------------------|--------------|
|        |                              |                                      |                    |                    |              |
|        |                              |                                      |                    |                    |              |

14. For Private Sector Executives:

(i) Annual turnover of last three years of the Company where candidate is employed (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 organisational chart indicating your current position therein: Yes/No.

**Declaration**

I .....son/daughter of ..... hereby certified that I have not been disqualified to act as a Director Under Section 274 or any other relevant sections of the Indian Companies Act, 1956.

I also certify that I am not facing any charge of , nor have ever been convicted for, any act of moral turpitude or economic offence.

Date:

Place: (Name and signature of the applicant)

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



**Government of Odisha**  
**Department of Public Enterprises**  
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|                   |                                 |
|-------------------|---------------------------------|
| Name of the PSU   | Odisha Mining Corporation Ltd.  |
| Name of the Post  | Director Technical (Operation), |
| Scale of the Post | Rs.1,35,100-2,16,800/-          |

**1. Company Profile:-**

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**2. Job description and specifications:-**

He/She will be a member in the Board of OMC Ltd. and will report to the Managing Director/CMD. He will remain overall charge of Regional offices, production, engineering, mines safety, sales and marketing etc.of the Corporation.

He/She will be responsible for formulation of strategy, systems, policy & procedure with regard to operations of mines as per the best industry practices. As the Functional Head, he/she will provide leadership & guidance to all the Regional/Unit Heads of the Mines and be responsible for ensuring mine planning, proper operation of operating mines, achieving the production targets as per the MoU and business plan, maintain consistently 4 or 5 Star Rating in respect of operating mines as per IBM Star Rating to as per industry best practices in sustainable mining, ensuring total compliance with all Statutory & Regulatory provisions of Central & State Acts/Rules, ensure best standards in safety, health, environment, quality as per the Integrated Management Policy. He/She will be responsible for Sales & Marketing function. He /She will possess knowledge of latest technology and take measures for adopting the same through renovation/modernisation programmes to improve productivity, quality and overcome various operational bottlenecks for sustained performance. Further he will develop & maintain excellent liaison and relationship with all statutory & regulatory authorities of Central & State Govt.

### **3. Eligibility:-**

#### **I. Age Limit:-**

Minimum age will be 50 (fifty) years and maximum age will be 57 (fifty seven) years as on the date of advertisement.

#### **II. Essential Qualification:-**

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

#### **III. Key Skill:-**

Candidate will exhibit characteristics of a leader who is determined, results oriented, persuasive, and a strong communicator. Besides, he should be able to lead and mentor staff to achieve significant results. He should possess high professional ethics, good judgement, and ability to take decisive action. Superb communication (verbal and written) and interpersonal skills is highly required.

#### **IV. Experience:-**

A proven track record of at least 20 (twenty) years of post qualification experience in relevant functional areas, out of which 03 (three) years should be at the level of two positions below the level of Board of Directors.

Further, out of 20 years post qualification experience (both in opencast and underground), the incumbent should have 05 (five years ) of field experience out of which at least 01 (one) year must be of underground experience.

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

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7. Nationality:

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9. Full Address (Office/Residence):

(i) Office with Telephone No., Mobile No., e-mail etc.

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OCA:

Any other allowances:

Total:

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|   | As per job description | Possessed by the officer |
|---|------------------------|--------------------------|
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| Professional  |                        |                          |
| Details of affiliation with Professional Bodies/Institution/Society |                        |                          |

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|         |                                  |              |      |    |                  |           |
|         |                                  |              |      |    |                  |           |
|         |                                  |              |      |    |                  |           |
|         |                                  |              |      |    |                  |           |

13. Training:

| Sl No. | Nature of Training Programme | Institute where training is received | Period of Training | Nature of Training | Achievements |
|--------|------------------------------|--------------------------------------|--------------------|--------------------|--------------|
|        |                              |                                      |                    |                    |              |
|        |                              |                                      |                    |                    |              |

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18. Whether furnished your organisational chart indicating your current position therein: Yes/No.

**Declaration**

I .....son/daughter of ..... hereby certified that I have not been disqualified to act as a Director Under Section 274 or any other relevant sections of the Indian Companies Act, 1956.

I also certify that I am not facing any charge of , nor have ever been convicted for, any act of moral turpitude or economic offence.

Date:

Place: (Name and signature of the applicant)

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

