



ऑयल एण्ड नेचुरल गैस कॉर्पोरेशन लिमिटेड
OIL AND NATURAL GAS CORPORATION LIMITED
एमबीए ट्रोणी, भर्ती एवं पदोन्नति अनुभाग, कोलकाता
MBA Basin, R&P Section, Kolkata
Plot No. BP-4, TECHNOPOLIS, Salt Lake City,
Sector V, Kolkata - 700091

ENGAGEMENT OF MEDICS ON CONTRACT BASIS AT KOLKATA, BOKARO AND BHUBANESWAR

Oil and Natural Gas Corporation Limited (ONGC), a “Maharatna” Public Sector Enterprise, and India’s flagship energy major engaged in Exploration and Production of Oil and Gas in India and abroad, intends to engage Medical Officers on **contract basis** at its work-centers in Kolkata (West Bengal), Bokaro (Jharkhand) & Bhubaneswar (Odisha) on a consolidated honorarium. The list of posts, qualifications required and the honorarium to be paid are mentioned in **table A** below. The period of contract shall be upto 30.06.2022. The job is purely on contract basis and does not carry any liability on the part of ONGC to grant regular appointment at any stage.

A. Details of the Posts, Essential qualifications and Honorarium

S. No.	Post	No. of Posts			Qualification	Fixed Honorarium per Month
		Kolkata	Bokaro	Bhubaneswar		
1	Contract Medical Officer-Field Duty	02 (UR)	02 (UR)	-	Bachelor of Medicine and Bachelor of Surgery (M.B.B.S.)	Rs.75,000/-
2	Contract Medical Officer-General Duty (Part Time)	01 (UR)	01 (UR)	01 (UR)		Rs.41,000/-
3	Contract Medical Officer – Occupational Health #	01 (UR)	-	-		Rs.72,000/-
Total		04	03	01		

Candidates having training in occupational health/ public health or occupational medicine will be preferred.

The candidate selected for Bhubaneshwar will be able to join immediately, while the rest of candidates selected at Kolkata & Bokaro will be able to join from 01.01.2021 or as decided by ONGC management, whichever is earlier.

Note:

- None of the posts are reserved for Persons with Disability (PWD). However, the post of Contract Medical Officer-General Duty is identified suitable for PWD (OA=One Arm or OL=One Leg only), so eligible PWD candidates may also apply.
- There is no maximum age limit for eligibility.
- The Candidate must possess the essential prescribed qualifications as well as a valid registration with the concerned statutory authority (wherever applicable) **on or before the last date of submission of application**. Experience is desirable for all posts.
- Nomenclature of qualifications shall be as prescribed by UGC/ Medical Council of India.
- Qualifications equivalent to the one prescribed in this advertisement including qualifications acquired from a foreign university will not be accepted.**

vi. Where the posts specified in this advertisement are not reserved for any category(ies), a reserved category candidate can also apply, provided he/she fulfills the criteria specified for the post. However, he/she shall be treated at par with Unreserved category candidates.

B. How to Apply

a) Candidates are required to send the scanned copy of neatly typed/hand written Application in the format given at **Annexure-I** of this advertisement to the email address: **HR_ MBAKOL@ongc.co.in** as pdf file.

b) Candidates will be informed about mode of interview i.e. to appear in-person or through online method with details of date, time and venue etc. In case it is decided to conduct interview through online method, the candidate should be able to connect through Google Meet/Zoom/Whatsapp, Webex, etc. as the case may be.

c) All communications with the candidate shall be through SMS/ e-mail.

d) Candidates are required to send the scanned copies (pdf or jpg format) of the following documents at the above email address:

- i. Duly filled Application Format available at Annexure-I of this advertisement
- ii. 2 recent passport size photograph
- iii. 10th Class Mark sheet
- iv. MBBS Mark Sheets & Certificate
- v. Post-Graduation Mark sheet & Certificate (if applicable)
- vi. Certificate of Additional Qualification (MCh/ DM) (If applicable)
- vii. Medical Council Registration Certificate
- viii. Aadhar Card or any other ID rproof
- ix. Caste/ PWD Certificate (If applicable)
- x. Certificate in Occupational Health (If applicable)
- xi. Experience Certificate (If any)
- xii. All original educational certificates (class X onwards)
- xiii. Self-attested experience certificates, (if applicable).

Note: In case the interviews are held by appearing in-person, the candidates shall be required to bring along the original certificates as above at the time of interview.

e) Candidates may please ensure that they are fulfilling all the requisite criteria prior to applying for the post failing which, their candidature is liable to be rejected/ cancelled at any stage of the recruitment process or even after selection.

f) In case the interviews are held by appearing in-person the tentative venues will be following :

Sl. No.	Location	Venue
1	Kolkata	ONGC MBA Basin, 2nd floor Conference Room, MBA Basin, Technopolis Building, BP-4, Sector-V, Salt Lake City, Kolkata, Pin 700 091
2	Bokaro	ONGC CBM Asset, HSCL Building Nayamore, Bokaro Steel City, Bokaro - 827
3	Bhubaneswar	ONGC Bhubaneswar office, Block-1, Second Floor, BMC, Bhawani Mall, Shaheed Nagar, Bhubaneswar- 751007

C. Selection Criteria: Following weightages shall be assigned to different parameters in the selection process:

Qualification	70 marks (60 marks for essential qualification & up to 10 marks for any relevant higher qualifications)
Interview	30 marks
TOTAL	100 marks

Note:

- i. The breakup of 10 marks for such higher qualification shall be considered as follows:
 - a) Where a Bachelor's degree in the relevant field (M.B.B.S.) is the minimum prescribed qualification, 5 marks shall be given to a Master's degree in the relevant field (e.g. MD/MS).
 - b) Further, additional 5 marks shall be given to a Post Master's qualification in the relevant field (e.g. M.Ch/ DM).
- ii. The qualification(s) considered for granting additional marks shall need to be in-line, for example, an MBA in Hospital Administration shall not be considered as an in-line qualification, where M.B.B.S. is the essential qualification.

D. Qualifying marks in the interview shall be 18 marks for Unreserved.

E. Finalization of Merit List

- i. Candidates who qualify in the interview shall be empanelled in the Merit List.
- ii. Offer of appointment shall be issued to the candidates based on their relative rank in the Merit List prepared on the sum total of marks scored by the candidate in qualification and interview.
- iii. For posts other than Contract Medical Officer-Occupational Health, in case of a tie in the total marks scored between two or more candidates, then the candidate who scores more marks in interview shall be considered senior. In case there too the marks are equal, then the candidate who is older in age shall be considered senior for issue of offer of appointment.
- iv. For the post of Contract Medical Officer-Occupational Health, in case of a tie in total marks between two or more candidates, preference shall be given to the candidate who has a training in occupational health/ public health or occupational medicine. In case all such tied candidates have the afore-mentioned training, then guideline as mentioned above in E (iii) shall be followed.

F. Appointment of selected candidates will be **subject to their passing the company's Medical Examination** as per standards laid down under ONGC Medical Examination of Employees Rules, 1996. Details of the rules are available on ONGC's Website at www.ongcindia.com

G. Important dates for determining Eligibility Criteria

<ul style="list-style-type: none"> • Possession of Minimum Essential Qualifications as mentioned in this advertisement at para A including possession of inline higher qualification • Valid Registration with the Statutory Council (wherever applicable) 	<p>30.11.2020</p>
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H. Important Dates

S N	Particulars	Date
1	Start date for mailing application form with relevant documents	20 November, 2020, 1000 hours
3	End Date for Mailing relevant documents to HR_MBAKOL@ongc.co.in	30 November 2020, 1800 hours

I. General Instructions:

- i. Engagement is purely temporary, on contract basis, and can be terminated at any time by giving one month's notice, by either side.
- ii. Engagement on contract would be subject to medical fitness.
- iii. No claim for regular employment in ONGC, by virtue of this contractual engagement, shall be entertained at any stage.
- iv. Selected candidates will be paid consolidated monthly remuneration as mentioned above.
- v. On successful completion of one year period, an annual increase at following rates may be considered:

Category	Full time
Doctors	1000

- vi. Twelve days Casual Leave will be granted in a calendar year on a pro-rata basis. One casual leave will be allowed for a month. Maternity leave will be granted to the female doctors as per Maternity Benefit Amendment Act, subject to fulfillment of eligibility conditions laid down in the act.
- vii. Selected candidates shall be required to sign a contract agreement as per the terms and conditions of ONGC.
- viii. Contract tenure will commence from the date of joining.
- ix. The contract shall end on expiry of the prescribed period and no separate notice shall be required to be given.
- x. Candidature/contract of candidate(s) submitting false certificates or suppression/ submission of incorrect information shall be liable for termination/ disqualification/ rejection at any stage.
- xi. Only Indian nationals need apply.
- xii. No TA/DA shall be paid for attending the interview.
- xiii. Interested candidates fulfilling the above conditions should send their application through email to HR_MBAKOL@ongc.co.in in prescribed format along with scanned copies of original certificates including No Objection Certificate (NOC) from existing employer, if any (in case of Govt./ PSU employees).
- xiv. The candidates should be ready to appear for interview in-person or through online method, as decided by ONGC.

- xv. The selected candidates shall be posted at Kolkata/Bokaro/Bhubaneswar as per the location for which he/she is selected.
- xvi. Contract Medical Officer-Field Duty shall be provided Drill Site Accommodation at ONGC Drill Sites / Production Installations on 14/28 days ON /OFF with 12 hours shift per day.
- xvii. For more information about the Company, you may visit our website www.ongcindia.com.

J. Medical Facilities:

- i. In-house OPD facility in respect of self, spouse and two immediate dependents i.e. children and/or parents. However, outside reference for medicine/ consultation shall not be permissible.
- ii. Family floater cover of Rs.5 lakh for indoor treatment in respect of self, spouse and two immediate dependents i.e. children and/ or parents.

K. Accommodation:

- i. Contract Medical Officer-Field Duty shall be provided free boarding at Drill Site/ Installations during the duty period. Further, AC 2 Tier Rail Fare/Bus Fares for to & fro Journey from family station to place of duty will also be reimbursed.

**Recruitment & Promotion Section
ONGC, MBA BASIN, KOLKATA**

ADVT. No.: **Contract Medic /1/2020**

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OIL AND NATURAL GAS CORPORATION LIMITED
 MBA Basin, R&P Section, Kolkata

APPLICATION

Application for the Post of :

- A) General Duty Medical Officer (Part-Time) – **Kolkata / Bokaro/ Bhubaneswar**
 B) Field Medical Officer - **Kolkata / Bokaro**
 C) Medical Officer (Occupational Health) –**Kolkata**

**Affix passport size
Photograph**

[Pls tick mark the post(s) & location(s) applied for]

(FILL IN CAPITAL LETTERS ONLY)

1	Post applied for	
2	Name of the candidate	
3	Nationality	
4	Father's Name	
5	Mother's Name	
6	Date of Birth	
7	Category : (UR / SC / ST / OBC/ EWS)	
8	Gender – Male / Female / Other	
9	a) Whether PWD (Yes /No)	
	b) If yes , Type of Disability (OA/OL)	
10	Mailing address :	
	House No. & Street	
	Area	
	City / Town with Pin Code	
	District	
11	Telephone No.	
12	Mobile No.	
13	E-mail address	

14	Qualification:					
	Sl No	Exam Passed	University/ College/ Institute	Year of passing	Class	Percentage of Marks
		M.B.B.S				
		MD /MS				
		MCh/ DM				

15	Medical Council Registration No. & Place :					

16	EXPERIENCE:					
Sl No	Organisation	Post Held	Period		Last Pay	Nature of duties
			From	To		

I certify that the above information is correct and supporting documents are enclosed.

PLACE: Kolkata / Bokaro/ Bhubaneswar

SIGNATURE :

DATE :

NAME :

List of Documents to be sent to HR_MBAKOL@ongc.co.in. along with scanned copy of Application form: Copy of
1) 10th Class Mark sheet **2)** MBBS Mark Sheets & Certificate **3)** Post Graduation Mark sheet & Certificate (if applicable)
4) Certificate of Additional Qualification (MCh/ DM) (If applicable) **5)** Medical Council Registration Certificate **6)**
Aadhar Card **7)** Caste/ PWD Certificate (If applicable) **8)** Certificate in Occupational Health (If applicable) **9)**
Experience Certificate (If any)

Note: The above Application form along with requisite documents should be sent in PDF/ JPEG Format only.