

ADVERTISEMENT FOR RECRUITMENT OF EXECUTIVES IN OMC LTD.

No. 92/ OMC

Date:11.06.2024

OMC, a Gold category and one of the largest State PSUs in Mining Sector in the Country, undertakes exploration, mining and trading of iron, chrome, limestone & bauxite ores. Inspired by the vision to emerge as the market leader and to play a catalytic role in the growth of industrialization, OMC caters to the requirements of mineral based industries. The Corporation has achieved an annual turnover of Rs.23,500 crores (provisional) in the FY 2023 -24.

The Corporation invites application from dynamic & competent professionals in the following posts:

VACANCY

Sl. No.	Name of the Posts	Scale of Pay (in Rs.) under ORSP Rules	Initial Basic Pay (in Rs.)	Total posts	Age as on 31.05.2024
1	General Manager (Mining), E-7 Grade	1,27,100/- to 2,16,300/- (Level-16)	1,38,800/- (Cell-4)	02 (Unreserved)	Not above 55 years
2	Addl. General Manager (Civil), E-6 Grade	1,23,100/- to 2,15,900/- (Level-15)	1,23,100/- (Cell-1)	01 (Unreserved)	Not above 50 years

Interested eligible candidates are advised to download the application format from OMC website: <https://omcltd.in>People>Career>Employment Opportunities> and submit the same duly filled in & signed along with attested copies of Certificates, Mark sheets, Experience Certificate etc. in support of their eligibility by **Registered Post/ Speed Post/Courier** in a cover superscribed "APPLICATION FOR THE POST OF" so as to reach the **Executive Director (P&A)**, Odisha Mining Corporation Ltd., OMC House, Bhubaneswar-751001 by **11.07.2024** positively. Applications received after the last date due to delay in **postal/courier** or any other reason shall not be entertained and will be rejected.

OMC Management reserves the right to cancel, amend or alter the above advertisement without assigning any reason thereof.

Sd/-
Executive Director (P&A)
 ODISHA MINING CORPORATION LTD.
 (A GOLD CATEGORY STATE PSU)

TERMS AND CONDITIONS OF RECRUITMENT OF EXECUTIVES IN OMC LTD

1. VACANCY

Sl. No.	Name of the Posts	Scale of Pay (in Rs.) under ORSP Rules	Initial Basic Pay (in Rs.)	Total posts	Age as on 31.05.2024
1	General Manager (Mining), E-7 Grade	1,27,100/- to 2,16,300/- (Level-16)	1,38,800/- (Cell-4)	02 (UR)	Not above 55 years
2	Addl. General Manager (Civil), E-6 Grade	1,23,100/- to 2,15,900/- (Level-15)	1,23,100/- (Cell-1)	01 (UR)	Not above 50 years

UR=Unreserved

NOTE :

- Besides Basic Pay, the selected candidate will get other benefits like Dearness Allowance, Attendant Allowance, Conveyance Expenses, Corporation quarters for accommodation or House Rent Allowance in lieu of that, LTC, Medical facilities for self & dependent family members, Liveries, Washing Allowance, Scholarship for meritorious children, Health Insurance etc. as per rules of the Corporation.
- After appointment, the executive shall be kept under probation for a period of one year. This period will be counted towards normal increment, leave & seniority. On successful completion of probation, the executive shall be confirmed in the grade as indicated above. The probation period can be extended for a further period of six months, if necessary.
- The number of vacancies shown above are indicative in nature and may either increase or decrease at the discretion of Management.
- Scope for promotion: As per R&P Rules for Executives, 2012 of OMC (visit OMC website <https://omcltd.in>People>Employee corner>Rules> HR.>
- Candidate after recruitment can be posted in any establishment of OMC.
- OMC Service is not pensionable.

2. ELIGIBILITY CRITERIA

Name of the Posts	Basic Eligibility		Age as on 31.05.2024
	Qualification	Experience	
General Manager (Mining), E-7 grade	BE/B. Tech in Mining Engg. with 1 st Class MMCC.	(i) 20 years of post-Degree (BE/B. Tech.) relevant experience in open cast / underground highly mechanized metalliferous mines out of which should have 15 years of relevant experience after acquiring 1 st Class MMCC. (ii) Preference shall be given to the candidates having exposure in IT/ software enabled mine planning, design & development.	Not above 55 years

Addl. General Manager (Civil), E-6 grade	<p><u>Essential</u> BE/ B. Tech. in Civil Engineering from recognized University or Institute approved by AICTE/UGC.</p> <p><u>Desirable</u> M. Tech/ MBA/PGDM in Construction Management/ Project Management/ Structural Engineering/ Architecture shall have an added advantage.</p>	<p>(i) Minimum 15 years' post qualification experience in drawing, design & estimation of civil projects, rate analysis, tendering, execution, supervision and monitoring of different civil / infrastructure projects housing roads, environmental / statutory constructions etc.</p> <p>(ii) Must have sound knowledge of project report/proposal preparation, preparation of BOQ & report preparation, framing of contract terms & contract finalization, tendering procedures, revision & finalisation of works, preparation of bills & bill evaluation, investigation & evaluation of civil projects etc.</p> <p>(iii) Knowledge of Auto CAD & other software, exposures to SAP environment and E-Procurement will also be an added advantage.</p>	Not above 50 years
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Note

- **The qualifications prescribed for all the above post must have been obtained through regular mode/ full-time course. Equivalent Qualification, Qualification obtained through Correspondence Courses shall not be considered subject to the condition that the departmental candidates, who are already in OMC regular service as on 01.10.2012, acquiring AMIE (A&B) and other qualifications in correspondence courses from the recognized University/ Institute approved by AICTE can apply for the respective posts.**

3. HOW TO APPLY

- Application Form at **Annexure-I** shall be downloaded from our website: **<https://omcltd.in>People>Career>Employment Opportunities>** to be filled up by the candidate after carefully reading the eligibility criteria prescribed for the post.
- The applicant must affix recent colour passport size photograph at top right side of the application form.
- The applicant must attach self-attested copy of all the mark sheets, certificates/ testimonials/documents from HSC / 10th onwards towards proof of qualification, age, mark secured, Experience (Having clear mention of date of joining & date of leaving/ continuance in the organization(s) worked/working. Further, the positions held by the candidate in each organization worked/working to be specified clearly etc. in the application form. In case a Degree is based on semester pattern, then the candidate needs to submit the mark sheets of all semesters including the final mark sheet of final semester. Further, in support of any qualification, if the marking is CGPA/Grade based, then the candidate needs to submit the proof of CGPA/Grade to Percentage conversion formula against the qualification.
- The application in the prescribed form shall be accompanied with a one page write up on **“Why I consider myself suitable for the Role”** along with statement of purpose.
- Applications without supporting documents/incomplete/not fulfilling the prescribed criteria in any respect are liable to be rejected.

4. SELECTION METHODOLOGY

- Out of Total 100 marks, 70 marks will be assigned for short-listing the eligible candidates in the following manner:

Base Career	50 Marks	10 th / HSC onwards
Higher relevant Education	10 Marks	02 (two) marks shall be given for every additional relevant higher qualification, subject to a maximum of 10 (ten) marks
Relevant Experience	10 Marks	02 (two) marks shall be given for every year of additional relevant experience over & above the required experience, subject to a maximum of 10 (ten) marks

- The total marks for Personal Interview is 30.
- The eligible candidates shall be shortlisted as per the above methodology and shall be called for personal interview in descending order of merit in **1:10 ratio** for each vacancy.
- The departmental candidates of OMC shall apply through proper channel.
- All the departmental candidates belonging to same cadre and fulfilling the eligibility criteria will be shortlisted and called for personal interview beyond the above ratio.
- The shortlisted candidates will be called for to produce original mark sheets, certificates & testimonials/documents towards proof of age, qualification and marks from HSC / 10th onwards, Experience certificate (having clear mention of date of joining & date of leaving/ continuance in the organization(s) worked/working. Further, the positions held by the candidate in each organization worked/working to be specified clearly) along with photo copies thereof, for the purpose of verification prior to personal interview. Failing to produce the required documents shall lead to disqualification of candidature.
- The final Selection shall be made on the basis of the scores secured in base career, higher education, additional experience and in the personal interview.
- Filling-up of vacancies is solely at the discretion of the Management based on suitability of candidates & no claim will arise for appointment, if vacancies are not filled due to un-suitability/in sufficient number of candidate (s).

5. GENERAL CONDITIONS

- Candidates are required to visit Corporation website https://omcltd.in>People>Career>Employment_Opportunities at regular intervals for any notification, news, updates, results etc. relating to recruitment.
- At any stage of recruitment process, if it is found that the candidate has furnished false or incorrect information then the candidature /appointment of the candidate is liable to be cancelled.

- Canvassing in any form will be viewed adversely & may lead to disqualification.
- Finally selected candidate shall have to produce the required documents at the time of joining at respective places of posting as per provisions of OMC R&P Rules for Executives, 2012.
- The decision of OMC Management will be final & binding on all candidates on all matters relating to eligibility, acceptance or rejection of the application / candidature, selection of candidate, cancellation of the recruitment process, etc. No enquiry/correspondence will be entertained in this regard.
- OMC Management reserves the right to cancel, amend or alter the above advertisement without assigning any reason thereof.
- Any dispute arising in this connection will be subject to jurisdiction of appropriate courts of Odisha.

Interested eligible candidates are required to fill up the application format & submit the same duly filled in by **11.07.2024** positively. Applications received after the last date due to delay in postal/courier or any other reason shall not be entertained and will be rejected.

Sd/-
Executive Director (P&A),
Odisha Mining Corporation Ltd.
Post Box No-34, OMC House,
Bhubaneswar – 751001

Annexure-I

ODISHA MINING CORPORATION LTD
APPLICATION FORMAT FOR RECRUITMENT

Affix recent colour
passport size
photograph.

1. Post applied for.....
2. Advertisement No. and date: Advt No.92/OMC dated.11.06.2024
3. Full Name (In capital):.....
4. Father's/Husband's Name:.....
5. Date of birth :.....
(As recorded in HSC or equivalent exam) (Attach copy of certificate)
6. Age as on (31.05.2024):.....
7. Sex :.....
8. Category :.....
9. Marital status: (Married/Un-married)
10. Address (with PIN code):

Present Address

Permanent Address

11. Contact details: (a) Phone
- (b) e-mail

12. Qualification: (10th onwards) & addl. qualification, if any(Attach copy of certificates & semester/year wise mark sheets).{Candidates may use separate sheet, if required}

Sl. No.	Exam passed/ discipline	Name of the Board / University / Institute	Duration of course	Whether Regular course (Yes/No)	Year & month of Passing	Maximum marks	Marks obtained	% of Marks/ CGPA*

(*In case of CGPA/grades, please indicate equivalent percentage as per norms adopted by the University/ Institute & attach a copy of such norm fixed by the concerned University/Institute)

13. Post Qualification Experience* (By clearly mentioning the date of joining & date of leaving/continuance in the organization(s) worked/working. Further, the positions held by the candidate in each organization worked/working to be specified clearly){Candidates may use separate sheet, if required}:

Sl. No.	Name & address of Organizations (including mines name, if any) worked	Post held	Scale of Pay and Basic Pay	Cost to Company (CTC)	Duration of Experience (DD/MM/YYYY)		Total years & months of experience	Type of assignment handled/ specific nature of work/duty performed
					Date of Joining	Date of leaving/continuance		

* Please enclose copy of experience certificate(s) clearly mentioning Date of joining & Relieving/continuity etc.

Note: Copy of the experience certificate (s) as per the above particulars must be attached.

14. Whether applied earlier in OMC, if yes, please mention the posts applied for..... & Whether appeared for Personal Interview in OMC, if yes, please mention the post appeared for.....

15. No. of days/months required to join, if selected:.....

DECLARATION

I.....Son/Daughter/Wife of

do hereby declare that all the statements made in this application are true and correct to the best of my knowledge and belief. In the event of any information being found false, my candidature/appointment is liable to be cancelled/ terminated without any notice to me.

(SIGNATURE IN FULL)

PLACE:

NAME:

DATE:

NB: Documents/Certificates to be attached (Please put √ mark):-

Sl. No.	Name of Documents	Put √ mark	Page No.	
			From	To
1	10 th Certificate			
2	10 th Mark Sheet			
3	+2/Intermediate Certificate			
4	+2/Intermediate Mark sheet			
5	Degree Certificate			
6	Degree all semester Mark sheets			
7	1 st Class MMCC {For the post of GM (Mining) only}.			
8	Post-Graduation Certificate, if any			
9	Post-Graduation Mark sheet, if any			
10	Proof of CGPA to Percentage conversion formula			
11	Relieving/Continuance Certificate (or latest pay slip) if applicable			
12	Experience Certificate(s)			
13	Why I consider myself suitable for the Role			
14	Others, if any: 1			
15	2....			
16	3.....			

Total Nos. of attachments to the application.....

Signature of the Applicant

The documents to be attached must be self-attested with proper numbering of the pages.