

Advertisement material for putting up in IGGL Website

Advertisement No. IGGL/HR-ADV(W)/ R01/2022

INDRADHANUSH GAS GRID LIMITED
(A JVC of IOCL, ONGC, GAIL, OIL & NRL)



Indradhanush Gas Grid Limited, a Joint Venture Company of the five leading Oil & Gas PSUs of the country, viz. Indian Oil Corporation Limited (IOCL), Oil and Natural Gas Corporation (ONGC), Gail India Limited (GAIL), Oil India Limited (OIL) and Numaligarh Refinery Limited (NRL), was incorporated on 10th August 2018 in line with the Hydrocarbon Vision 2030 for Northeast for setting up the North East Gas Grid (NEGG) project. The 1656 Km long natural gas pipeline network is being implemented at an estimated cost of Rs 9265 Crores for connecting the capital cities and major demand centres of the eight North Eastern States to the National Gas grid and indigenous gas sources of the Northeastern region of India. The NEGG project is a project of strategic importance and on implementation of the project, it will ensure reliable and uninterrupted natural gas supplies to the consumers viz. industrial and City Gas Distribution networks in North East region which is expected to boost industrial as well as economic growth of the region while conserving the environment and supplement efforts of the Government for development of a Gas based economy in the North East. As on date, the project has achieved a physical progress of 59.55%.

IGGL invites online applications from experienced, dynamic and committed professionals for the positions mentioned below.

1. Payscales, Emoluments & other Financial Benefits.

SN	Post Level	CTC (in Lacs) Per Annum	Other benefits
1.	E4	15 - 28	Leave Encashment, Mediclaim policy for self & dependent family members, Group Accidental Insurance Policy, Provident Fund, Gratuity.
2.	E3	12 - 22	
3.	E2	10-18	
4.	E1	8 - 13	

2. Name of the Posts and Eligibility Criteria.

S No.	Position	No. of post	Grade	Upper age limit in years	Minimum Qualification (as on 01.01.2023)		Minimum Experience (as on 01.01.2023)	
					Essential	Desired	Essential	Desired
1	Sr.Manager (Project)	01	E4	45	BE/BTech in Civil/Mechanical/Electrical/Instrumentation/Instrumentation & Control/Electronics&Instrumentation/Electrical & Instrumentation/ Electronics/Electrical& Electronics/ Electronics & Communication or Telecommunication/ Telecommunication / Electrical & Telecommunication.		Minimum 9 years post qualification experience in project execution.	Experience in Oil & Gas project execution/ operation & Maintenance .
2	Manager (Project)	02	E3	40	BE/BTech in Civil/Mechanical/Electrical/Instrumentation/Instrumentation & Control/Electronics & Instrumentation/ Electrical & Instrumentation/ Electronics/Electrical& Electronics/ Electronics & Communication or Telecommunication/ Telecommunication / Electrical & Telecommunication.		Minimum 6 years post qualification experience in project execution.	Experience in Oil & Gas project execution/ operation & Maintenance
3	Company Secretary	01	E3	40	Graduate from a recognised university with company	Degree in Law	Minimum 6 years post qualification	Experience in Listed Company

					secretary qualification from Institute of Company Secretaries of India (ICSI) and Associate member/ Fellow of Institute of Company Secretaries of India		experience in Corporate Sector.	
4	Sr.Engineer (Project)	06	E2	35	BE/BTech in Civil/Mechanical/Electrical/Instrumentation/Instrumentation & Control/Electronics&Instrumentation/Electrical & Instrumentation/ Electronics/Electrical& Electronics/ Electronics & Communication or Telecommunication/ Telecommunication / Electrical & Telecommunication.		Minimum 4 years post qualification experience in project execution.	Experience in Oil & Gas project execution/ Operation & Maintenance .
5	Sr. Officer (C&P)	01	E2	35	BE/BTech in Mech/ Elect/ Inst/ IT/Computer Science/ Electronics/ Metallurgy/ Civil/ Telecom	MBA with specialisation in Material Mgmt.	Minimum 4 years post qualification experience in Contract & Purchase	Experience in Oil & Gas
6	Sr. Officer (F&A)	01	E2	35	CA/CMA with Associate Member/ Fellow of Institute of Chartered Accountants of India/ Cost Accountants of India.	Experience in SAP FI Module	Minimum 4 years post qualification experience	Experience in Oil & Gas Sector
7	Sr.Officer (Legal)	01	E2	35	5 years Bachelor's Degree in Law.	Master's Degree in Corporate Law.	Minimum 4 years post qualification	Experience in Oil & Gas Sector

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8	Officer (F&A)	01	E1	32	CA/CMA with Associate Member/ Fellow of Institute of Chartered Accountants of India/ Cost Accountants of India.	Experience in SAP FI Module	Minimum 2 years post qualification experience	Experience in Oil & Gas Sector
9	Officer (HR)	01	E1	32	2 years MBA/PGDM/MSW with specialisation in HR/ IR	Degree in Engineering/ Law	Minimum 2 years post qualification experience	Experience in Oil & Gas Sector

3. Selection Process:

Applications received online will be shortlisted based on eligibility criteria. In the event, the number of applications received is more, the Company may modify the shortlisting criteria at its discretion to restrict the number of candidates to be called for Personal Interview. The final selection shall be based on Personal Interview amongst the shortlisted candidates. Appointment letter will be issued to the selected candidate only if the selected candidate is found 'fit' in pre-employment medical examination.

4. How to Apply

Willing candidates may apply online through the link available in the 'Career Section' of IGGL website <https://iggl.co.in/>. The link will be made available from **10.00 am on 23.12.2022 till 12 pm on 07.01.2023**. Candidates willing to apply for more than one post need to submit separate application for each post.

Age and experience will be calculated as on 01.01.2023.

No Hardcopy to be sent to IGGL office.

5. Application Fee:

A non-refundable fee of ₹ 500/- need to be paid with each application through online mode only.

6. Documents to be attached with application

- i. Passport size coloured photograph (max. 80kb)
- ii. Date of birth proof (Birth certificate/ Class X certificate or marksheet) (max 100kb)
- iii. Pass certificate of essential qualification (max.100kb)
- iv. Experience certificate (max 300kb).

7. General Conditions

- i. The candidates must go through the advertisement before applying and should ensure that they fulfil all eligibility criteria and other conditions of this advertisement. The applicants must ensure that the particulars furnished by them and the documents submitted are correct in all respects. Mere call for Interview does not imply that the Company (IGGL) has been satisfied about the candidate's

eligibility.

- ii. All qualifications must be from UGC recognized Indian University/ UGC recognized Indian deemed University or AICTE approved course from Autonomous Indian institute / concerned statutory council (wherever applicable).
- iii. Name/Mailing address/ email ID/ Mobile phone number or any other information, once submitted in the application form cannot be changed.
- iv. Candidates should possess a valid email ID and mobile number. Candidates are advised not to change the email id and mobile number and keep them active at least for one year. **All correspondence with candidates shall be made through email or sms only.** All information regarding the interview shall be made available in IGGL website. Responsibilities of receiving and downloading of information/ communications etc. will be with the candidates. IGGL will not be responsible for any loss of email sent, due to invalid/ wrong email ID provided by the candidate and no correspondence in this regard will be entertained.
- v. Only shortlisted candidates shall be called for personal interview
- vi. Candidates called for personal interview will be paid single 2 AC to and fro rail fare by the shortest direct route, from the nearest Railway Station of the candidates present address to Guwahati Railway Station (maximum) on submission of documentary evidence.
- vii. Candidates presently employed in Central/State Government /PSU/ Autonomous bodies shall produce original NOC from their present employer at the time of interview. In case the candidate fails to produce NOC from his/her present employer at the time of interview, his/her candidature will not be considered.
- viii. Candidature is liable to be rejected at any stage of the selection process or after selection or joining, if any information provided by the candidate is found to be false or is not found inconformity with eligibility criteria mentioned in the advertisement.
- ix. IGGL management reserves the right to raise the minimum eligibility criteria if required. The Management reserves the right to modify/ cancel part or whole of the selection process, without assigning any reason thereof.
- x. The prescribed qualification is the minimum and mere possession of the same does not entitle a candidate to be called for interview. IGGL's decision in this regard shall be final
- xi. The candidates called for interview are required to bring the following original documents along with a set of photocopy at the time of interview. In case of failure to produce any of the original

documents mentioned below, the shortlisted candidate will not be allowed to appear for the interview.:

- Proof of age (Birth Certificate/ Class -X Certificate or Marksheet)
- Education qualification (All year/semester Mark sheets & Certificate from class X onwards).
- Experience Certificate
- Last Salary Certificate (if applicable).
- NOC from current employer if working in Govt/ PSUs/ Autonomous bodies.
- Caste certificate (if applicable).

- xii. List of candidates shortlisted for Interview and also the list of selected candidates will be displayed on IGGL website www.iggl.co.in. Candidates are advised to visit IGGL Website www.iggl.co.in regularly for latest updates.
- xiii. If any certificate etc. is issued in a language other than Hindi/English, candidates are advised to submit a certified translation of the same in either Hindi or English language at the time of Interview, if called for.
- xiv. Only Indian Nationals are eligible to apply.
- xv. **Canvassing, directly or indirectly, will attract disqualification from the selection process.**
- xvi. Any dispute related to this advertisement will be settled in the **Courts of Guwahati** only.

8. Important Dates

Sl No	Activity	Date & Time
1.	Opening Date for online application	23.12.2022, 10:00 Hrs.
2.	Last date for submission of online application	07.01.2023, 23:59 Hrs.

Chief HR & Compliance Manager
Indradhanush Gas Grid Ltd