

ADVERTISEMENT FOR RECRUITMENT OF EXECUTIVE IN OMC LTD.

No. 57/ OMC

Date: 21.06.2021

OMC, a Gold category and largest State PSU in Mining Sector in the Country, undertakes exploration, mining and trading of iron, chrome & 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.3975 crores in the FY in the FY 2019-20.

The Corporation invites application from dynamic & competent professional on regular basis for the following post.

1. VACANCY :-

Sl. No	Name of the Post	Scale of Pay (in Rs.)	Initial Basic Pay (in Rs.)	Total post	Category	Age as on 31.05.2021
1	General Manager (Contract & Procurement), E-7 grade	1,27,100/- to 2,16,300/-	1,38,800/-	01	Un- Reserved (UR)	Not above 55 years

Interested eligible candidates are advised to download the application format from OMC website: <http://omcltd.in> & submit the same duly filled in & signed along with self attested copies of Certificates /Mark sheets/ Testimonials, Experience Certificate in support of their eligibility by **Speed Post/Courier** in a cover superscribed **APPLICATION FOR THE POST OF GENERAL MANAGER (CONTRACT & PROCUREMENT)+** so as to reach the General Manager (P&A), Odisha Mining Corporation Ltd., OMC House, Bhubaneswar-751001 by **16.07.2021** 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.

General Manager (P&A)
ODISHA MINING CORPORATION LTD.
(A GOLD CATEGORY STATE PSU)
OMC House, Post Box No. 34,
Bhubaneswar-751001.

TERMS AND CONDITIONS OF RECRUITMENT OF EXECUTIVE IN OMC LTD

1. VACANCY

Sl. No	Name of the Post	Scale of Pay (in Rs.)	Initial Basic Pay (in Rs.)	Total post	Category	Age as on 31.05.2021
1	General Manager (Contract & Procurement), E-7 grade	1,27,100/- to 2,16,300/-	1,38,800/-	01	Un- Reserved (UR)	Not above 55 years

NOTE

- a. 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, Scholarship for meritorious children etc. as per Rules of the Corporation.
- b. 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 Executives shall be confirmed in their respective grade as indicated above. The probation period can be extended for a further period of six months, if necessary.
- c. Scope for promotion: As per R&P Rules for Executives, 2012 of OMC (visit OMC website <http://omcltd.in>).
- d. Candidate after recruitment can be posted in any establishment of OMC.
- e. The OMC Service is not pensionable.

2. ELIGIBILITY CRITERIA

Sl No.	Name of the post	Basic Eligibility		Age as on 31.05.2021
		Qualification	Experience	
1	General Manager (Contract & Procurement), E-7 grade	Essential: B.E/B.Tech/B.Sc Engg. in any discipline Desirable: MBA/PGDM with specialization in Material/Supply Chain Management from any University / Institute	i) Must have at least 20 years of experience in core Industry out of which minimum 10 years of experience in Contract & Procurement Function. ii) Experience in PSU / Govt. Sector shall be an added advantage. (iii) Should be well conversant with SAP MM Module	Not above 55 years

Note:-

- The qualifications prescribed for the above post must have been obtained through regular 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 above post.

3. RESERVATION

Sl. No.	Name of the Post	Scale of Pay (in Rs.)	Initial Basic Pay (in Rs.)	Total post	Category
1	General Manager (Contract & Procurement), E-7 grade	1,27,100/- to 2,16,300/-	1,38,800/-	01	Un- Reserved (UR)

4. HOW TO APPLY

- Application Form at **Annexure-I** shall be downloaded from our website: <http://omcltd.in> 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 etc. along with 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 based, then, the candidate needs to submit the proof of CGPA to Percentage conversion formula against the qualification.
- The candidates already employed in Govt./Semi-Govt./Central PSU/State PSU shall submit '**No Objection Certificate**' issued by their present employer at the time of Interview.
- 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.

5. SELECTION METHODOLOGY

- Out of Total marks of 100, 70 marks will be assigned for short listing the eligible candidates in the following manner.
 - Base Career-50
 - Higher Education -10 [02 (two) marks shall be given for every additional relevant higher qualification subject to a maximum of 10 (ten) marks]
 - Experience -10 [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 shortlisted eligible candidates shall be called for personal interview in descending order as per 1:7 ratio for single vacancy fixed by the Management. The total marks for Personal Interview is 30.
- The departmental candidates of OMC shall apply through proper channel.
- All the departmental candidates fulfilling the eligibility criteria will be short listed 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, caste, etc. for the purpose of verification prior to personal interview.
- 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 vacancy is solely at the discretion of the Management based on suitability of candidates & no claim will arise for appointment, if vacancy is not filled due to unsuitability/in sufficient number of candidate (s).

6. GENERAL CONDITIONS

- Candidates are required to visit Corporation website <http://omcltd.in> 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 candidates 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, 2012 (visit OMC website <http://omcltd.in>)
- “ 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.
- “ 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 **16.07.2021** 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.

General Manager (P&A)
THE ODISHA MINING CORPORATION LTD.
(A GOLD CATEGORY STATE PSU)
OMC House, Post Box No. 34,
Bhubaneswar-751001
Website: <http://omcltd.in>

THE ODISHA MINING CORPORATION LTD
APPLICATION FORMAT FOR RECRUITMENT

1. Post applied for :General Manager(Contract & Procurement),E-7 Grade
2. Advertisement No. and date: Advt No. 57/OMC dated 21.06.2021
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 (31.05.2021) :.....
7. Sex :.....
8. Category :.....
9. Marital status: (Married/Un-married)
10. Address (with PIN code):

<u>Present Address</u>	<u>Permanent Address</u>
.....
.....
.....
.....
.....
.....
.....
11. Contact details: (a) Phone
(b) e-mail
12. Qualification: (10th onwards) (Attach copy of certificates).

Affix recent
colour passport
size
photograph.

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 (Attach copy of certificates):

Sl. No.	Name & address of Organizations worked	Post held	Scale of Pay	Basic Pay	Duration of Experience (DD/MM/YYYY)		Total years & months of experience	Type of assignment handled/specific nature of work/duty performed.
					From	To		

DECLARATION

ISon/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 \sqrt mark) :-

- 1) 10th Certificate
- 2) 10th Mark sheet
- 3) +2/ Intermediate Certificate
- 4) +2/ Intermediate Mark sheet
- 5) Degree Certificate
- 6) Degree Mark sheet
- 7) PG Degree/ PG Diploma Certificate
- 8) PG Degree/ PG Diploma Mark Sheet
- 9) Caste Certificate, if applicable
- 10)Proof of CGPA to Percentage conversion formula
- 11) Experience Certificate (including last pay slip & offer of appointment towards proof for current employment).