



### **Advertisement No. Jorhat/HR/PMIS/Mentor-2025-26/01**

ONGC Jorhat invites application from qualified & experienced personnel retired from ONGC from Drilling, & Production related disciplines to apply for Associate Consultants posts for mentoring Interns under Prime Minister Internship Scheme (PMIS) for a period till 08th June, 2026 as per the details mentioned below:

#### **1. Details of Vacancy:-**

Name of post*	Level	Drilling	Production	Total
Associate Consultant	E4-E5	3	3	6

**\* Note:** No. of posts may vary depending on availability of Interns and requirement of ONGC.

#### **2. Experience and Remuneration:-**

SI No	Name of Post	Required Experience	Monthly Remuneration*
1	Associate Consultant	Retired ONGC executives with in line experience in respective operations and with relevant qualification such as:  For Mechanical/Production Posts: Retired ONGC persons E4 to E5 level for Associate Consultants from Drilling/Production discipline with at least 5 years of experience in Work over/Drilling field Operations/Surface Installations.	Total monthly consolidated remuneration of ₹88000/- * (Rupees Eighty Eight Thousand only) including ₹ 40,000/- as monthly honorarium, ₹13,000/- as Conveyance reimbursement, ₹ 13,000/- as Reimbursement for office at residence (Secretary, Peon etc.), ₹ 2,000/- as monthly reimbursement on communication facilities (Cell Phone, Landline and Internet connectivity) ₹ 20,000/- as North East Compensation.

\* The full amount of reimbursement towards conveyance, office at residence and communication facilities and 80% of the monthly honorarium as mentioned above would be paid on monthly basis. The remaining 20% of the monthly honorarium shall be paid after assessment of the performance at the end of the engagement period and completion of assigned tasks.

#### **3. Age Criteria: Less than 64 years of age at the time of engagement, i.e. the Date of Birth of the Candidate/Applicant should be between 09.06.1961 and 08.06.1966.**

#### **4. Selection Methodology :-**

- I. Date of Written Test & interview : 24.09.2025
- II. Mode: Walk in
- III. The candidates shall be evaluated based on their ONGC work experience, Qualification level in ONGC, written test and Interview.

5. No TA/DA/accommodation shall be paid for test/interview.

**6. Period of Engagement:**

The engagement shall be purely on contractual basis from the date of joining till 8th June 2026 **or completion of 65 years of age whichever is earlier.** Duration of engagement may extend further subject to satisfactory performance and the requirement of ONGC. The selected Candidates shall be allowed to join only if found medically fit by I/C Medical Services, ONGC Jorhat.

**7. Other terms and conditions of the engagement includes but not limited to following:**

- i) He/ She will not be eligible for any other Benefits/Allowance/ Facilities/Incentives etc. as admissible to regular/tenure employee of the Corporation.
- ii) Engaged personnel shall be required to mentor/work at assigned location. However, in case of exigency, he/she shall work for extended hours/holidays to complete the mentoring/work without any additional payment. Duty pattern may also change at the discretion of the management.
- iii) ONGC shall have the right to cancel the engagement at any time without assigning any reason thereof. However, in the normal course, engagement may be terminated from either side, without assigning any reason, by giving one month's notice.
- iv) The engaged personnel will not have any financial power.
- v) The engaged personnel will have to make his/her own arrangements of stay in Assam.
- vi) He /She will have no right to claim for regular employment in ONGC later, by virtue of this contractual engagement.
- vii) The selected candidate will have to sign an agreement/contract with ONGC for the prospective period.
- viii) Terms and conditions of this engagement shall be subject to change(s) from time to time based on Company's latest policy. In case of any conflict, guidelines published by the company through different circulars / office orders or through its official portal shall be considered as binding.
- ix) The full amount of reimbursement towards conveyance, office at residence and communication facilities and 80% of the monthly honorarium as mentioned above would be paid on monthly basis. The balance amount of 20% of the monthly honorarium shall be paid after assessment of the performance at the end of the engagement period and completion of assigned tasks.
- x) The reimbursement of Mobile Bill up to maximum ₹2000.00 per month shall be made upon submission of bill/invoice.
- xi) Candidates shall join for duty within 10 working days from receipt of letter of offer.
- xii) Candidates to sign an undertaking at the time of joining, as per extant guidelines.

**8. Roles and Responsibilities during duty/tenure:**

- I. To impart training/mentoring/monitoring/assessment to/of the Interns engaged through PMIS assigned to him/her.
- II. To record attendance of the interns on a daily basis, and submit reports, as and when required by competent authority.
- III. To arrange for PPE kits (Helmet, Dungaree, Safety shoes, Gloves) meeting minimum prescribed specifications of DGMS for field going interns on reimbursement basis, from ONGC.
- IV. Any other assignment related to smooth execution of PMIS will be communicated to the consultants including, but not limited to coordinating for arrangements for stay of out station interns and arrangements for food/tea to all interns, coordinating for logistics arrangements of the interns.

**9. How to apply**

Interested candidates may report for written test & Interview at **ONGC Officers Club, ONGC D Type Colony, Cinnamara, Jorhat-785008** on **24.09.2025**. The registration will be done during 10:00hrs to 11:00 hrs. **No candidate will be considered after 11:00 hrs.** Candidates should bring the following documents (i) Service Certificate, (ii) Identity Card issued to superannuated employee (iii) Proof of Date of Birth (iv) Aadhar Card & (v) Educational Qualification certificates. Originals to be produced for Interview alongwith two set of photocopy of each document and a completely filled application form. Please affix a recent passport size photograph on top right side corner of the application. Prescribed application is attached as **Annexure-I**.

**For any clarification please contact at 9410396265 or 9410391381.**

**Applicant's Bio Data Form for the post of Associate Consultant on contract basis for mentoring Interns under Prime Minister Internship Scheme (PMIS)**

1. Post & Discipline applied for (Associate Consultant :.....)
2. Name of Applicant: .....
3. ONGC CPF No.: .....
4. Father's Name: .....
5. Date of Birth: ...../...../.....
6. Age as on date: .....years .....months .....days.
7. Category (SC/ST/OBC/GEN): .....
8. Designation at the time of Retirement: .....
9. Level of designation at the time of Retirement (E4/E5/E6): .....
10. Discipline: .....
11. Date of Joining in ONGC:...../...../.....
12. Date of Retirement from ONGC: ...../...../.....
13. Total Service duration: .....years.....months.....days.
14. Contact No. (Mob. No.) : .....
15. Email ID: .....
16. Address for postal Correspondence:  
.....  
.....PIN Code:.....

17. Education Qualification level :.....
18. Details of Educational/Technical Qualification(s):

SL. NO.	Education Qualification (Highest / Latest)	Name of the Institute(s)

**19. Experience details:**

Sl. No.	Name of Work Centre / Section	Designation/Level)	Nature of Work	Duration (From to )	Period (Yrs/ Months)

**DECLARATION:**

I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false/incorrect or ineligibility being detected before or after interview or after joining the post, my candidature/engagement is liable to be rejected / terminated at any stage without informing me.

Date:

Place:

(Signature of the Candidate)

Name of the candidate.....

CPF No. :.....

Enclosure :-