

**ADVERTISEMENT FOR RECRUITMENT/ DEPUTATION OF  
DY. GENERAL MANAGER (SECURITY) IN OMC LTD.**

**No. 71/ OMC**

**Date: 20.10.2022**

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.17035 crores in the FY 2021 -22.

The OMC invites application from eligible & competent professionals to fill up the vacancy on regular / deputation basis.

**1. VACANCY**

Name of the Post	Scale of Pay (in Rs.)	Eligibility Criteria		No. of Post	Age as on 30.09.2022	Remarks
		Qualification	Experience			
Dy. General Manager (Security) E-5 grade	Rs.78,800/- to Rs.2,09,200/- (Level-14) Initial Basic Pay of Rs. 1,05,900/-	Graduate in any discipline from any recognized University and should be an Ex-Serviceman not below the rank of Major of the Indian Army or its equivalent rank in Navy / Air force / Para Military Forces	(i) Lt. Col/ Major/ Wing Commander /Squadron Leader / Commander / Lt. Commander in Defence or equivalent from CISF / Paramilitary. (ii) Should have minimum <b>15 years</b> of service in Defence / Para-Military Services. (iii) Should be medical category SHAPE-I Candidate possessing qualification on various Security Courses from any Govt. approved institute <b>OR</b> having minimum <b>03 years</b> Industrial experience in a Govt. Organisation / PSUs will have added advantage.	01 (UR)	Not above 44 years	Candidates presently employed in any Govt./ Semi-Govt./ PSUs /CISF/ Para-Military Services having the given eligibility criteria may also apply through their Competent Controlling Authority for consideration of deployment under deputation basis at least for a period of <b>03(Three)</b> years which shall be renewed every year subject to satisfactory performance & requirement of the Corporation.

Interested eligible candidates are advised to download the application format from OMC website: <http://omcltd.in> 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 **Speed Post/Courier** in a cover superscribed "APPLICATION FOR THE POST OF\_\_\_\_" so as to reach the **General Manager (P&A)**, Odisha Mining Corporation Ltd., OMC House, Bhubaneswar-751001 by **15.11.2022** 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/-

**General Manager (P&A)**  
ODISHA MINING CORPORATION LTD.  
(A GOLD CATEGORY STATE PSU)

## TERMS AND CONDITIONS OF RECRUITMENT OF EXECUTIVE IN OMC LTD

### 1. VACANCY

Sl. No	Name of the Post	Initial Basic Pay (in Rs.)	Scale of Pay (in Rs.)	No. of Post
1	Dy. General Manager (Security) E-5 grade	Rs. 1,05,900/-	Rs. 78,800/- to 2,09,200/- (Level-14)	01 (UR)

### NOTE

- a. Besides Basic Pay, the selected candidates 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 Executives 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. In case, the post is filled up through deputation, then within the overall period of 03 years, the tenure of deputation shall be extended on yearly basis subject to requirement of the corporation and satisfactory performance of the deputationist.

Further in case of requirement of the Corporation beyond 03 years period, the deputation period may be extended for such suitable period as decided by the management subject to satisfactory performance of the deputationist, if any.

- d. Scope for promotion: As per R&P Rules for Executives, 2012 of OMC (visit OMC website: <http://omcltd.in>)
- e. Candidates after recruitment can be posted in any establishment of OMC within Odisha.
- f. The OMC Service is not pensionable.

## 2. ELIGIBILITY CRITERIA

Name of the Post	No of Post	Scale of Pay	Qualification	Experience	Age as on 30.09.2022	Remarks
Dy. General Manager (Security) E-5 grade	01 (UR)	Initial Basic Pay of Rs. 1,05,900/- (level-14)	Graduate in any discipline from any recognized University and should be an Ex-Serviceman not below the rank of Major of the Indian Army or its equivalent rank in Navy / Air force / Para Military Forces.	<ul style="list-style-type: none"> <li>(i) Lt. Col/ Major/ Wing Commander /Squadron Leader / Commander / Lt. Commander in Defence or equivalent from CISF / Paramilitary.</li> <li>(ii) Should have minimum <b>15 years</b> of service in Defence / Para-Military Services.</li> <li>(iii) Should be medical category SHAPE-I</li> <li>(iv) Candidate possessing qualification on various Security Courses from any Govt. approved institute <b>OR</b> having minimum <b>03 years</b> Industrial experience in a Govt. Organisation / PSUs will have added advantage.</li> </ul>	Not above 44 years	Candidates presently employed in any Govt./ Semi-Govt./ PSUs /CISF/ Para-Military Services having the given eligibility criteria may also apply through their Competent Controlling Authority for consideration of deployment under deputation basis at least for a period of <b>03(Three)</b> years and it will be renewed every year basing on satisfactory performance and requirement of the Corporation.

## 3. HOW TO APPLY

- The applicant should 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 discharge/ continuance in the organization(s) worked/working. Further, the positions held by the candidate in each organization worked/working to be specified clearly)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 Personal 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 shall be rejected.

- The candidates presently employed in any Govt./ Semi-Govt./ PSUs / CISF/ Para-Military Services having the given eligibility criteria may also apply through their Competent Controlling Authority for consideration of deployment under deputation basis.

#### 4. SELECTION METHODOLOGY

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

<b>Base Career</b>	50 Marks	10 <sup>th</sup> / HSC onwards
<b>Higher relevant Education</b>	10 Marks	02 (two) marks shall be given for every additional relevant higher qualification subject to a maximum of 10 (ten) marks
<b>Relevant Experience</b>	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 shortlisted candidates called for Personal Interview may have to undergo a psychometric Test. However, the final Selection shall be made on the basis of the scores secured in base career, higher education, additional experience and personal interview.
- Eligible candidates will be short-listed and called for personal interview as per the following ratio fixed by the Management.
  - i) 1:7 for single vacancy,
- The shortlisted candidates will be called for to produce original mark sheets, certificates & testimonials/documents towards proof of age, qualification and marks from HSC / 10<sup>th</sup> onwards, caste, 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.
- Preference shall be given to the candidates having experience in handling risk and disaster related duties including handling of modern security electronic equipments, Planning & Organising Security Sector as well as re-vamping of Security Measures of any Organisation having large number of Security Personnel.

- Filling-up of vacancy, modalities for short listing the candidates etc. are solely at the discretion of the Management based on suitability of candidates & no claim will arise for appointment, if the vacancy is not filled due to un-suitability/insufficient number of candidates.

## 5. 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.
- 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 **15.11.2022** 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/-**  
**General Manager (P&A)**  
**Odisha Mining Corporation Ltd.**  
**Post Box No-34, OMC House,**  
**Bhubaneswar – 751001**

## **Annexure-I**

## **ODISHA MINING CORPORATION LTD**

## **APPLICATION FORMAT FOR RECRUITMENT/ DEPUTATION**

1. Post applied for :.....

2. Advertisement No. and date: Advt No 71/OMC dated 20.10.2022

3. Full Name (In capital):.....

4. Father's /Husband's Name:.....

5. Date of birth: \_\_\_\_\_

3. Date of birth .....  
(As recorded in HSC or equivalent exam) (Attach copy of certificate)

6. Age as on (30.09.2022) :.....

## 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: (10<sup>th</sup> onwards) (Attach copy of certificates).

(\*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 discharge/ continuance in the organization(s) worked/working. Further, the positions held by the candidate in each organization worked/working to be specified clearly):

Sl. No.	Name & address of Organizations 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 discharge/ continuance		

**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.....

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) :-**

- 1) 10<sup>th</sup> Certificate
- 2) 10<sup>th</sup> Mark sheet
- 3) +2/ Intermediate Certificate
- 4) +2/ Intermediate Mark sheet

- 5) Degree Certificate
- 6) Degree Mark sheet
- 7) Discharge Certificate if applicable
- 8) NOC, if applicable
- 9) Proof of CGPA to Percentage conversion formula
- 10) Experience Certificate (s)