OIL INDUSTRY DEVELOPMENT BOARD
(A Statutory Body under Ministry of Petroleum & Natural Gas, Govt. of India)
OIDB Bhawan, Plot No.2, Sector-73, Noida-201301 (U.P.)
Phone: 0120-2594607/2594627 Fax: 0120-2594630

No.14/02/2019-OIDB

08th July, 2019

WALK-IN-INTERVIEW

Oil Industry Development Board (OIDB) intends to engage one Consultant (Electrical) and one Consultant (Civil) on full time basis initially for a period of one year on contract basis. The other details are as under:

Consultant (Electrical)

To be engaged on full time basis on a consolidated fee of Rs. 40,000/- (Rupees forty thousand only) per month. Consultant must be B.E./B.Tech in Electrical from a recognized Institution. The scope of work to be assigned to the Consultant (Electrical) would be as under:

a) Electrical power system, electrical distribution and its upkeep/supply.
b) Running & maintenance of Central Heating Ventilation and Air Conditioning (HVAC).
c) Integrated Building Management System (IBMS), STP, LAN, Elevators and UPS
d) Diesel Generating Sets.
e) Fire Fighting System.
f) Prepare of tender documents, cost estimates in accordance with DSR/CPWD rates, measurements and certifications thereof for materials, equipment and labour etc.
g) Liaison with concerned Govt. Authorities for processing/obtaining necessary approval / clearances related to Fire Safety, Electricity, Water, Environment etc. from concerned Authority.
h) Noting, drafting and working on computers.
i) Any other work assigned from time to time.

Consultant (Civil)

To be engaged on full time basis on a consolidated fee of Rs. 40,000/- (Rupees forty thousand only) per month. Consultant must be B.E./B.Tech Degree in Civil from a recognized Institution. The scope of work to be assigned to the Consultant (Civil) would be as under:

a) To identify, consider & analyze construction/repair costs and other factors in planning stages.
b) Test & check building materials, such as concrete and steel etc. and completion of work in time.

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c) Manage the repair, maintenance, and replacement as per requirement if any.

d) Clearances from local concerned authorities as per various regulations.

e) Prepare tender documents, cost estimates in accordance with DSR/CPWD rates, measurements and certifications thereof for materials, equipment and labour etc.

f) Monitoring of sanitation works, glass & stone façade and horticulture/landscaping etc.

g) Housekeeping and upkeep of building,

h) Noting, drafting and working on computer.

i) Any other work assigned from time to time.

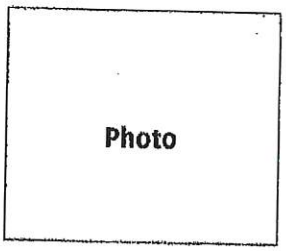
UPPER AGE LIMIT: 35 YEARS

The interested candidates meeting the above requirements may appear for **Walk-in-Interview** on **22nd July, 2019 at 11.00 AM** at the address mentioned above along with original and one copy of self-attested documents of educational qualifications, experience, proof of date of birth, proof of residence and one passport size photograph. The candidates, who register themselves between 10.00 to 10.30 am through a prescribed proforma available in the OIDB Office on the same day i.e. on 22nd July, 2019 shall be eligible to appear for interview.

(Rajeev Rana)
Manager (P&A)

APPLICATION FOR CONSULTANT (_____)

1. NAME:



2. ADDRESS:
3. CONTACT NO.
4. EMAIL:
5. DATE OF BIRTH:
6. QUALIFICATIONS:
7. EXPERIENCE:

SIGNATURE WITH DATE

ENCLS:

1. Educational & Experience Certificates.
2. Copy of Aadhar Card
3. Copy of Matriculate