

ADVERTISEMENT FOR RECRUITMENT OF EXECUTIVE IN OMC LTD.

No. 63 / OMC

Date: 09.12.2021

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.5587 Crores in the FY 2020-21.

The Corporation invites application from dynamic & competent professionals for the following post.

1. VACANCY :-

Sl. No	Name of the Post	Scale of Pay (in Rs.)	Total post	Basic Pay (in Rs.)	Age as on 30.11.2021
1	Dy. General Manager (Legal) E-5 grade	78,800/- to 2,09,200/-	01 (UR)	Rs. 1,05,900/-	Not above 50 years

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 POSTOF____" so as to reach the **General Manager (P&A)**, Odisha Mining Corporation Ltd., OMC House, Bhubaneswar-751001 by **31.12.2021** 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.

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

TERMS AND CONDITIONS OF RECRUITMENT IN THE OMC LTD

1. VACANCY

Sl. No.	Name of the Post	No of post	Scale of Pay (in. Rs.)
1.	DGM (Legal), E-5 grade	1 (UR)	78,800/- to 2,09,200/-

NOTE

- 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.
- 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 the grade as indicated above. The probation period can be extended for a further period of six months, if necessary.
- The number of vacancy shown above is indicative in nature and may either increase or decrease.
- Scope for promotion: As per R&P Rules for Executives, 2012 of OMC (visit OMC website www.omcltd.in).
- Candidate after recruitment can be posted in any establishment of OMC.
- The OMC Service is not pensionable.

2. ELIGIBILITY CRITERIA

Sl No.	Name of the post	Basic qualification	Minimum Post qualification Experience (Years)	Maximum age as on 30.11.2021
01	Dy. Gen. Manager (Legal) E-5 grade	Bachelor's Degree in Law from recognized University	(i). Should have 18 years relevant Post Qualification experience as practicing Lawyer in High Court / District Court or as Law Officer in any Government/State PSU/ Central PSU/ other Corporate House of repute or any other incorporated Company. (ii). In depth understanding of legal compliance framework in large manufacturing / Mining Sector will be an added advantage.	Not above 50 years

Note:-

- The qualifications prescribed for all the above posts 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 respective posts.

3. RESERVATION

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

- Reservation for Ex-Servicemen / PWD shall be considered as per guidelines of State Government.
- Ex-Servicemen are required to attach copy of Discharge Certificate issued by the Competent Authority.

4. 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 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 candidate must attach the enrollment certificate issued by the Bar Council.
- 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.

5. Selection methodology

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

Base Career	50 Marks	10 th / HSC onwards to basic qualification
Higher relevant Education	10 Marks	02 (two) marks shall be given for every additional relevant higher qualification subject to a maximum of 10 (ten) marks
Relevant Experience	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.

- 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 departmental candidates 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 certificates towards proof of age, qualification and marks from 10th onwards etc. for the purpose of verification prior to personal interview.
- Selection will be made on the basis of Personal Interview of short-listed candidates considering the vacancies, post based percentage of reservation as well as requirement.
- Filling-up of vacancies is solely at the discretion of the Management based on suitability of candidates & no claim will arise for appointment, if vacancies are not filled due to unsuitability/in sufficient number of candidate.

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 **31.12.2021** 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.

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

ODISHA MINING CORPORATION LTD
APPLICATION FORMAT FOR RECRUITMENT

Affix recent
colour passport
size photograph.

1. Post applied for : DGM(Legal) , E -5 grade
2. Advertisement No. and date: Advt No 63 /OMC dated 09-12-2021
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 (30.11.2021) :.....
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: (10th onwards) (Attach copy of certificates).

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 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.
					From	To		

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

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 √ 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) Experience Certificate (s)