

Oil Industry Development Board
(A Statutory Body under Ministry of Petroleum & Natural Gas, Govt. of India)

No.6/14/2015-OIDB

November 21, 2015

VACANCY CIRCULAR

Applications are invited for the following posts for OIIB's Office located at Sector 73, Noida, U.P. :-

Sl. No.	Name of Post / Pay Band/Grade Pay	No. of Post(s)	Age Limit	Mode of Recruitment
1.	Section Officer (PB-2) Rs.9300-34800 with Grade Pay Rs.4600	02	Not exceeding 56 years for deputation & 35 years for direct	By deputation / direct recruitment.
4.	Accountant (PB-2) Rs.9300-34800 with Grade Pay Rs.4600	01	- as above -	- as above -
5.	Steno Grade 'C' (PB-2) Rs.9300-34800 with Grade Pay Rs.4200	01	Not exceeding 56 years for deputation & 30 years for direct	- as above -
5.	Steno Grade 'D' (PB-1) Rs.5200-20200 with Grade Pay Rs.2400	01	Not exceeding 56 years for deputation & 30 years for direct	- as above -
6.	Lower Division Clerk (PB-1) Rs.5200-20200 with Grade Pay Rs.1900	03	30 years	Direct recruitment on the basis of competitive examination
7.	Staff Car Driver (PB-1) Rs.5200-20200 With Grade Pay Rs.2400	01	35 years	Direct Recruitment

Other conditions :

1. For the direct recruitment, reservation and relaxation in age for SC/ST/OBC will be as per Govt. Rules.
2. The Board reserves the right not to fill up the above posts without assigning any reason. The number of vacancy(ies) may also vary.
3. Appointment of Central Government employees to posts in Central Autonomous Bodies on deputation basis without seeking exemption from Rule of Immediate Absorption have been allowed by DOPT's OM No.4/78/2006-P&PW(D) dated 12.10.2015.
4. Applicants from Govt./Central Autonomous Bodies must send their applications through proper channel along with latest five years APARs and Vigilance Clearance Report.
5. Candidates applying for more than one post shall submit separate application.
6. For other details such as eligibility criteria, educational qualifications, standard format of application, the details are appended below.
7. Applications sent through email or fax will not be entertained.

8. Applications which are not in conformity with the requirement indicated in the advertisement are liable to be rejected.
9. Canvassing in any form will result in disqualifications of candidature.
10. OI DB will not take any responsibility for any delay in receipt or loss in postal transit for any application or communication.
11. Post-wise Recruitment Regulations are available on our website <http://oidb.gov.in> under the heading 'OIDB Employees Rules and Regulations' Sub heading 'OIDB Employees (Recruitment) Regulations, 2011'.
12. Applications duly completed in all respects and signed by the candidates with self-attested copies of testimonials etc. should reach the Manager (P&A), Oil Industry Development Board, OI DB Bhawan, Plot No.2, Sector-73, Noida-201301, U.P. within **30 days** from the date of publication of the advertisement.
13. Envelope containing the completed application form must be superscribed and underlined as "Application for the post of _____".

Manager (P&A)