

SECTION – 1

IMPORTANT INSTRUCTIONS BEFORE YOU APPLY

Please go through the detail advertisement and ensure that you meet all the eligibility requirements and other conditions specified below, before you apply for any position. Details once submitted cannot be altered/resubmitted, under any circumstances.

SECTION – 2

DETAILS OF VACANCIES (Table – 1)

Post Code	Post / Grade / Upper Age Limit/ Minimum Exp.	Min. Fixed Salary (in lakhs/ per annum)	Qualification	Number of Vacancies
FTC/O&M /08/24/01	Post: - FTC Engineer – O&M (Operations & Maintenance) Upper Age Limit: - 30 Years (Relaxation of 06 years in upper age limit for AGL internal candidates) Minimum Exp.: - *Fresher	Rs 4.02 Lakh/annum	ESSENTIAL: - B.E./B.Tech. (in any discipline) with 60% Marks or CGPA of 6 On 10 Point Scale or 3 on 6 Point Scale.	<u>“09”</u>
FTC/HSEQ /08/24/01	Post: - FTC Engineer – HSEQ (Health Safety Environment & Quality) Upper Age Limit: - 30 Years (Relaxation of 06 years in upper age limit for AGL internal candidates) Minimum Exp.: - *Fresher	Rs 4.02 Lakh/annum	ESSENTIAL: - B.E./B.Tech. (in any discipline) with 60% Marks or CGPA of 6 On 10 Point Scale or 3 on 6 Point Scale.	<u>“02”</u>

* Preference will be given to the candidates having experience of Oil & Gas Sector.

Apart from minimum CTC, following benefits will be given as per eligibility and as per prevailing company policies:

- Casual Leave - 12 nos. / calendar year (As per prevailing company policies).
- Earned Leave – 30 nos./ calendar year (Can be availed after completion of 1 year of Service).
- Group Medclaim Insurance.

Note: -

- The Appointment is purely temporary for a “Fixed Period” of 02 Years. After the expiry of period contract shall be terminated or it may be extended for another one year based on the AGL’s requirement & candidate’s performance.
- AGL reserves to terminate the contract in-between also.
- Candidates who left the job within 06 months of acceptance of contract (1st time appointment) or terminated by AGL for some serious non-compliances/ misconduct/ unlawful activities, then AGL will not liable to issue any form of Work Experience Certificate/ letter to the candidate.

SECTION – 3

JOB DESCRIPTION / ROLE AND RESPONSIBILITIES

ROLES & RESPONSIBILITIES OF FTC ENGINEER – O&M: -

A. CNG RELATED ACTIVITY:

- Monitoring of LCV for smooth & uninterrupted supply of CNG through cascades to Daughter station day-to-day basis.
- Rectification of Technical issue of APFC Panel installed at online CNG station.
- Monthly Maintenance of Dispenser installed at Online & Daughter CNG Station.
- Monthly Maintenance of Compressors installed at Online CNG Station.
- Follow-up & rectification of complaints received from CNG Station regarding technical issue with Dispensers, Compressor, and electrical equipment installed at station.
- Maintenance of CNG Cascades installed at online CNG station and mounted on LCV and other CNG-related activity.
- Ensuring to carry out preventive, breakdown, and corrective maintenance of the compressor package and its allied equipment at CNG stations through technically competent and experienced manpower
- The candidate will be engaged in monitoring of Supervisory Control and Data Acquisition system and related software.

B. PNG RELATED ACTIVITY:

- Monitoring of MDPE/Steel Pipeline surveillance/Patrolling
- Maintenance of PE Valve/Steel Valve Chambers
- Maintenance of DRS/MRS/I&C Connections installed at various locations of Indore, Ujjain, Gwalior & Pithampur.
- Timely Rectification of complaints received against Domestic, Industrial and Commercial Connections for smooth operation.
- Quarterly testing of MDPE Network.
- T.F/G.I. Testing.
- Commissioning of MDPE & Steel Pipeline Network, Industrial & Commercial Customers.
- Cathodic Protection of Pipeline, TR Unit Monitoring, and other M&R-related activity
- Quarterly Maintenance of installed TLP Stations.
- Quarterly ON-OFF PSP Monitoring of Steel Pipeline Network.
- Evaluation of various type of metering systems & related instruments to check performance, reporting of readings of meters, calibration requirements, and measures to be adopted to minimize deviations.
- Coordination with utility laying contractor and other civil contractors to ensure ZERO MDPE damages.
- Domestic maintenance work which includes riser inspection, riser leak tests, replacement of corroded risers, and inspection and leak tests of domestic installations inside kitchens.
- Ensuring emergency handling work and management.

C. PNG RELATED ACTIVITY:

- Distribution of CRM complaints to area-wise technicians.
- Follow-up regarding CRM complaint closure.
- Updating the complaint status on CRM Portal.
- Preparation of Monthly Meter Change Report.
- Preparation of Monthly Temporary & Permanent disconnection report.

**FTC
Engineer –
O&M
(FTC/O&M/
08/24/01)**

	<ul style="list-style-type: none"> • Preparation of Reconnection Report • Verification of installed Meter number and Meter reading to close the finance-related queries. • Monitoring of Emergency communication system. <p>D. OTHER ACTIVITIES RELATED TO O&M WORK:</p> <ul style="list-style-type: none"> • Daily Follow-up with Meter readers/patrollers/CNG Station In-charge for timely updating reading in Daily Sale report of CNG-PNG Sale Report. • Preparation and analysis of Daily CNG-PNG sales reports. • Preparation of Fortnightly JTR report. • Preparation of Daily CBG sale report. • Invoice processing related to Dispenser & Compressor maintenance, Forecourt operation, LCV, Cathodic Protection, O&M-related activities, etc.vi. Preparation of approvals note.
FTC Engineer – HSEQ (FTC/HSEQ/08/24/01)	<p><u>ROLES & RESPONSIBILITIES OF FTC ENGINEER – HSEQ: -</u></p> <ul style="list-style-type: none"> • Provide STC training on regular basis to site workers and will also ensure that no person is working on site without STC and maintain contractor wise training records. • To issue SITE MEMO to Contractor Supervisor pertaining to Safety & Quality Non-Compliances of man and material at site after clearance from HSEQ officer and submit hard copy to HSEQ department. • Ensure the site-specific PPE's are available and used on site. • Ensure strict implementation of “No STC No Work Policy”. • Inspect and ensure that all required tools and tackles are available on site for performing MDPE Joints and the Fusion machine is calibrated and bar code enabled. • Ensure that all compliances related to Moiling and HDD are fulfilled on site. • Ensure that Warning mat is laid continuously in case of open cut and in case of HDD or Moiling the mat should be laid in pit. • For all G.C Connections engineer has to ensure the use of 32 mm sleeve over the 20 mm MDPE Pipe from tapping point to the Transition Fitting. • Ensure the Installation of Galvanized Iron sleeve over T.F. • Ensure if there is no pedestal constructed in GC then crimp guard needs to be installed covering T.F. • Inspect the Backfilling report present in site and cross check the depth and offsets are as per actual laid line/Network. (For Laying and GC Job). • Ensure that TF must be properly sand filled in Pedestal and there is no exposed T.F and MDPE Pipe. • Ensure the Regulator piece is properly plugged and there is no leakage of gas. • Ensure that the site is safe for riser work by assessing the site in terms of electrical cable, sharp objects, unstable structure, permanent structure available for rope tying etc. inform to reporting HSEQ office and work needs to be stopped • Ensure the availability of suitable Access / ladder for working on site (Riser work). • Ensure the availability of defect free Work at height equipment available on site. • Ensure electrical safety at site. • While conversion of Gas Stove FTC Engineer – HSEQ needs to ensure that the gas purging should be done without accumulation of gas in Kitchen. • Ensure only approved quality vendor fittings are used on site. • Ensure immediate reporting of safety & Quality non-compliances, near miss incidents, minor and major accidents to HSEQ reporting officer.

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| | <ul style="list-style-type: none"> • Fill the Site checklist for each nature of Job (Laying, GC, GI & MDPE) as per actual condition and availability of tools and tackles on site. |
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SECTION – 4

TERMS AND CONDITIONS IN RESPECT OF ESSENTIAL QUALIFICATION(S) AND ESSENTIAL EXPERIENCE AS MENTIONED IN SECTION – 2

- 4.1** Only full-time regular courses will be considered. This shall include Class X & XII examination, all diploma (s), Graduation and Post-Graduation as specified in minimum essential qualification(s) as mentioned in Section 2, Table -1.
- 4.2** All minimum essential qualification(s) must be UGC recognized Indian Universities/ UGC recognized Indian Deemed University or AICTE approved courses from Autonomous Indian Institutions/ Concerned Statutory Councils (wherever applicable).
- 4.3** Where ever MBA is being mentioned as requirement, apart from MBA Two Year Post Graduate Diploma in Management with Specialization in relevant field / MMS with specialization in relevant field shall also be considered.
- 4.4** MBA/PG Diploma in Management/ MMS qualification where there is mention of dual specialization, one of the specializations necessarily need to be function specific for which the post has been advertised.
- 4.5** Post qualification experience in the relevant field will only be considered while determining minimum experience.
- 4.6** Industrial/Vocational/Apprentice Training will not be considered as experience.
- 4.7** Candidates should possess a valid email ID. Candidates are advised to keep the email ID (to be entered compulsorily in the application form) active for at least one year. No change in the email ID will be allowed once entered. All correspondence with candidates shall be done through email only. Responsibility of receiving and downloading of information/ communications etc. rest with the candidate. AGL will not be responsible for any loss of email sent, due to invalid/ wrong email ID provided by the candidate and no correspondence in this regard will be entertained.
- 4.8** Candidates fulfilling all the eligibility criteria will only be allowed to appear in Selection Process. Depending on the number of candidates fulfilling all criteria, candidates will undergo single stage/ multiple stage selection process. In the event of number of applications being large, AGL may adopt a shortlisting criterion to restrict the number of candidates to be allowed to appear in the selection process to a reasonable number.
- 4.9** Preference may be given to candidates having in line experience in CGD / Oil & Gas / Petrochemical Industry/ Other Industry.
- 4.10** The upper age limit for various posts mentioned above is **as of 01-08-2024**.

SECTION – 5

PLACEMENTS AND ASSIGNMENTS

The selected candidates may be posted at any projects/site offices etc. of **Aavantika Gas Limited**. The selected candidates may be assigned jobs/functions/assignments as per the business requirement of the company.

SECTION – 6
RECRUITMENT PROCESS

- **FOR POST CODE: FTC/O&M/08/24/01**- Online Interview will be conducted after shortlisting of applications.
- **FOR POST CODE: FTC/HSEQ/08/24/01**- Online Interview will be conducted after shortlisting of applications.

HOW TO APPLY

- PLEASE READ THE VACANCY DETAILS CAREFULLY BEFORE APPLYING FOR ANY ADVERTISED POSITION.
- CANDIDATE NEED TO GO TO THE CAREER PAGE OF THE AGL WEBSITE. CANDIDATE CAN ALSO PASTE THE URL ON BROWSER <https://www.aglonline.net/careers/current-openings/> IT WILL REDIRECT TO THE AGL WEBSITE (www.aglonline.net) CAREER PAGE. FILL ALL THE DETAILS AS REQUIRED IN THE FORM & ALSO UPLOAD RECENT PASSPORT SIZE PHOTOGRAPH SIZE UPTO 1MB & UPDATED RESUME SIZE UPTO 2 MB WITH SUBJECT LINE “APPLYING FOR POST CODE (NAME OF VACANCY)”.
- APPLICATION WILL NOT BE CONSIDERED/ENTERTAINED IF INFORMATION REQUIRED IS INSUFFICIENT/IN-RELEVANT OR NOT FILLED AS PER INSTRUCTIONS.
- AGL RESERVES ALL RIGHTS TO MODIFY, ALTER AND CHANGE THE CRITERIA DEPENDING UPON THE NO. OF APPLICATIONS RECEIVED.

IMPORTANT DATES

S.N.	Activity	Date & Time
1.	Commencement of application form by candidates.	01.08.2024 (11:00 hrs.)
2.	Last date and time for applications received by email.	21.08.2024 (18:00 hrs.)

NOTE: ANY REVISION, CLARIFICATION, ADDENDUM, CORRIGENDUM, TIME EXTENSION, ETC. TO THE ABOVE ADVERTISEMENT WILL BE HOSTED ON “**CAREERS**” SECTION OF AGL WEBSITE: **WWW.AGLONLINE.NET** ONLY AND NO SEPARATE NOTIFICATION SHALL BE ISSUED IN THE PRESS. CANDIDATES ARE REQUESTED TO VISIT THE WEBSITE REGULARLY TO KEEP THEMSELVES UPDATED.

 अवंतिका गैस लिमिटेड AAVANTIKA GAS LIMITED A Joint Venture Company of GAIL & HPCL		Naturally GREEN Choice is Natural Gas
Regd. & Admin Office: - Aavantika Gas Limited, 202-B, 2nd Floor, NRK Business Park, Vijay Nagar Square, A.B. Road, Indore-452010		