



BHARAT OMAN REFINERIES LIMITED

(A Company promoted by Bharat Petroleum Corporation Limited)

Registered Office & Refinery: Post BORL Residential Complex, Bina – 470 124, Dist. Sagar, MP.

Refine your Career ... Realise your Dreams ...



Requires Experienced Professionals for Refinery

If you are looking for an opportunity to brighten your career in Oil Industry, **Bharat Oman Refineries (BORL)** is just the right place. **BORL** is a Company promoted by **Bharat Petroleum Corporation Ltd.**, with equity participation from **Oman Oil Company S. A. O. C.**, Oman. BORL has set up a 6 MMTPA grass root petroleum refinery at Bina, Madhya Pradesh. The state-of-the-art refinery has commenced production and is fully operational. Other than refinery located at Bina, there is a Crude Oil Terminal located at Vadinar (Jamnagar, Gujarat), a 935 KM long cross country underground pipeline across Gujarat & Madhya Pradesh to transport crude oil to Bina, a marketing terminal at Bina spread over 640 acres and a 257 KM long underground cross country pipeline to Kota (Rajasthan) for dispatching end products. Other than green fuels such as unleaded Euro III and Euro IV grade of Petrol and Diesel, refinery produces Kerosene, LPG, ATF, Naphtha, Pet Coke, and Sulphur.

For the comfort and welfare of the employees at Bina, there is a **Residential Complex** close to the refinery, with a shopping centre, a reputed school with education upto Class XII (**DAV BORL Public School**), a **Club House** with well equipped recreational facilities, and a hospital with health care facilities (**Vivekananda Kendra BORL Hospital**).

BORL is enhancing its operations with higher capacity utilization and increased efficiency aimed at a higher output. Moreover, plans for expansion of Refinery are on the anvil. To partner and strengthen our existing team, meeting the challenges head on, we are looking for young, dynamic & energetic professionals to join us for the following positions:

Qualification & Profile : The desired incumbent should be BE/B.Tech from a reputed university with MBA/PG Diploma in HR from a reputed institution with minimum 20-25 years of experience in a reputed large size organization. Candidates having experience in Petroleum Refinery/Petrochemical / Fertilizer Company will be preferred.

Job Purpose

To head the HR functions and develop and implement an organization-wide Human Resource strategy that aligns with the organization's vision and its current and long-term business objectives.

Broad Job Responsibilities shall include:

- Conceptualizing and implementing HR Policies for enhancing Operational Effectiveness & Manpower Deployment.
- Pivotal in formulating strategies related to Recruitment, Transfer Policy, Employee Reward Scheme.
- Strategically design various OD Interventions / Initiatives for Productivity and Leadership, etc.
- Implement robust Performance Management System and evolve succession planning through mentoring.
- Design training requirements for enhancing Manpower Skills & Knowledge, for achieving Organizational Effectiveness.
- Overall responsible for entire gamut of Industrial Relations and General Administration and to play pro-active role in ensuring harmonious industrial relations.
- Guide & lead staff in co-ordinating security systems for refinery & township
- To channelize effective flow of communication within and out-side the organization, to build concrete structure in PR & CSR Domain.
- Possess excellent verbal & written communication skills in English & Hindi
- Have exposure of ERP solutions
- Knowledge of SAP- HR and other modules will be preferred
- Ability to develop strong networking skills to handle Press/Media and external stake holders including statutory bodies
- Interface with Top Management
- Effectively handle Payroll Management of employees.

Lead, direct, evaluate, and develop a team of managers to ensure that the organization's human resource strategy is implemented effectively, consistently, and according to established guidelines and budgets.

Contribute to strategic planning and decision-making at the top executive level so that the organisation's human resource strategy is aligned with other business strategies.

Qualification & Profile : The desired incumbent should be BE/B.Tech from a reputed university with minimum (20-25 years for VP and minimum 15-20 years for AVP) in procurement, purchase, warehousing and contract management in a large organization. Possess skills like excellent teamwork, inter-department co-ordination, exceptional negotiations skills, and good network with manufacturers and suppliers. Knowledge of working on SAP platform is required. Candidates having experience in Petroleum Refinery/Petrochemical / Fertilizer

Company with MBA/PG in Material Management will be preferred.

Job Purpose

Lead the organisation's commercial function to minimise the overall purchasing costs without compromising quality or reliability of supply. Contribute to the development of the organisation's overall procurement strategy; and establish purchasing budgets, plans, policies, systems, and procedures that will achieve these strategic objectives including Inventory Management.

Broad Job Responsibilities shall include :

Contract Management

- Guide in drafting bid specifications evaluating proposals from vendors
- Knowledge on Commercial evaluation
- Negotiation and finalization of service contracts and AMC.
- Legal aspects of Contract Management

Procurement

- Core competence in material resource planning, procurement, vendor development, vendor Management & materials Quality & handling logistics related formalities and documents.
- Professional Experience in procurement, Inventory Management and Vendor developments in the multi-product Industry
- Expertise in strategic planning and monitoring the performance of various functional areas for enhancing the profitability & productivity.
- Evaluate, negotiate, and manage the most complex or strategically important supplier and vendor relationships to secure terms that are in the organisation's best interest.
- Identify, evaluate, and capitalise on opportunities to reduce purchasing costs by improving the organisation's buying patterns and supply channels

Vendor Developments

- Effective involvement in vendor development including foreign supplies and activities such as discussions with prospective vendors and making visits to their works for assessment.
- Identifying and developing alternates vendors source for achieving cost effective purchase of component/raw materials.
- Carry out vendor assessment based on various parameters such as percentage of rejections, adaptability for new product, quality improvement rate timely delivery, machinery infrastructure and credit limits.

Warehouse

- Establishing systems & procedure for monitoring the flow of materials and effective inventory control.
- Controlling inventory based on laid norms for different category of items. Controlling inventory of bulky items through- JIT.
- Materials resources planning in coordination with manufacturing and marketing functions, to achieve continuously higher production targets by ensuring a smooth and continuous supply at optimum costs.

Lead, direct, evaluate, and develop a team of managers and other professionals to ensure that purchasing activities meet established targets and standards. Possess excellent verbal & written communication skills.

Qualification & Profile : The desired incumbent should be BE/B.Tech-Mechanical/Electrical from a reputed university and Possess Boiler Proficiency Certificate with minimum 20-25 years of experience in operations & Maintenance of thermal power plant of around 100 MW. Candidate shall have an experience in high pressure CFBC/AFBC/PF boilers of over 75 bar with coal/lignite/pet coke firing system, steam turbine generator, electrical generation & distribution system, solid material handling systems, DCS based instrumentation system etc. Experience in operation & maintenance of utility plants of Refinery /Chemicals & Petrochemicals / Fertilizers plants would be an added advantage.

Job Purpose:

Lead, direct and control the day-to-day activities of a power plant to achieve the short and medium-term operating objectives.

Broad Job Responsibilities Include :

- Monitoring O&M performance on daily basis which includes meeting targets, maintaining parameters, meeting safety standards, etc.
- To provide technical support, direction, and guidance to the Operation and maintenance team members including establishing policy and procedure guidelines, standards, SOPs and adherence to the same
- Plan, Co-ordinate, Implement, Monitor, Review and Control all Capital Expenditure Projects and Ensure Completion Within Budgeted Time and Cost Thereby Meeting the Targeted Deliverable
- To Ensure Safe Working Conditions with Zero Incidence and Accident
- Responsible for Plant Performance, Energy Management & Conservation, Efficiency, PLF, Availability, Reliability, etc.
- Analysis of breakdown, failures, corrosion and chronic problems in the Plant
- Ensure compliance with statutory requirements and ISO 9000 , ISO 14000 & OHSAS 18000 standards etc
- Assessing the needs of improvement/ replacement within near future for reliable plant operation and take necessary action
- Plan optimum resource requirements for mechanical maintenance manpower, materials and contracts
- Minimise response time to the customer (i.e. Operations) for handling routine day-to-day problems
- Optimise Mean Time between Failure (MTBF) and Mean Time To Repair (MTTR)
- Possess excellent verbal & written communication skills.

Company offers **attractive and competitive compensation at par with Oil & Gas industry** depending upon the experience and competence of the candidates. Interested candidates may **apply within 7 days** of publication of this advertisement in the following manner:

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1. The subject line of the E-mail **should** mention **Position Code / Candidate Name**
 2. The covering E-mail **should** give **Name, Age, Qualification, Percentage of Marks, Institute, Total Experience, Current Company, Designation, Current CTC & Expected CTC, Tel. Nos. and E-mail ID**
 3. The latest **CV (in MS-Word format only)** should be **attached** with the covering E-mail
 4. **E-mail ID for mailing applications:** careers@borl.co.in