

ADVERTISEMENT FOR APPOINTMENT OF DIRECTOR (HUMAN RESOURCES) IN OMC LTD.

No. 10249/SM

Date:14.10.2026

OMC, a Gold category and largest State PSU in Mining Sector in the Country, undertakes exploration, mining and trading of iron, chrome, bauxite, manganese & limestone ores. The Corporation has achieved an annual turnover of Rs. 25,270 Crore in the FY 2025-26. Inspired by the vision to be one of the most admired and largest mining companies in India, OMC has utmost focus on sustainability, mineral resource augmentation and cutting-edge technology.

The Public Enterprises Selection Board (PESB) is seeking qualified and experienced candidates for the post of Director (Human Resources) for Odisha Mining Corporation Limited (OMCL) in its Corporate Office located at Bhubaneswar in the Scale of Pay of Rs. 1,35,100-2,16,800/- & applicable DA. The post carries HRA, Medical Allowance, Perks, etc. at par with an Officer of OMC in CGM in E-8 rank. Pay Protection will be allowed to the selected candidates from the Central or State Governments/CPSEs/State PSUs or any other government organizations.

Sl. No.	Name of the Post	No. of Post to be filled up	Qualification
1	Director (Human Resources)	01	Full-time Master in Business Administration / P.G. Diploma in Management with specialization in Human Resources or Full-time Post Graduation in Personnel Management & Industrial Relations with good academic record from a recognized University/ Institution.

Detailed requirement for the position along with the application format is available in Steel & Mines Department, Government of Odisha website <https://steelmines.odisha.gov.in> and Directorate of Mines & Geology, Odisha website <https://www.odishaminerals.gov.in> as well as in the website of OMC Ltd. <https://omcltd.in>.

Complete application in the prescribed format with enclosures and a passport size photograph should be sent to the Special Secretary (FE) to Government in Steel & Mines Department, Odisha, Bhubaneswar-751001 by Speed post/Registered Post/e-mail (e-mail id: dsmsec.or@od.gov.in) only to reach by **Dt.30.11.2026**. Envelope containing the application should be superscribed as "**Application for the post of Director (Human Resources), OMCL**". Outstation candidates appearing the interview will be provided Economy Class Air fare for to & fro journey on submission of original documents.

Sd/-

Addl. Chief Secretary to Government,
Steel & Mines Department,
Lok Seva Bhawan, Bhubaneswar-751001,
Email- dsmsec.or@od.gov.in

DETAILED ADVERTISEMENT

(Ref.: Advertisement No.10249/SM, Dt.14.10.2026 of Steel & Mines Department, Government of Odisha)

Sub: Invitation of application for the post of Director (Human Resources) in Odisha Mining Corporation Limited (OMCL).

Name of the PSU	Odisha Mining Corporation Limited
Name of the Post	Director (Human Resources)
Scale of Pay	Rs.1,35,100- 2,16,800/-

1. COMPANY PROFILE:

OMC, a Gold category and largest State PSU in Mining Sector in the Country, undertakes exploration, mining and trading of iron, chrome, bauxite, manganese & limestone ores.

2. JOB DESCRIPTION AND RESPONSIBILITIES:

He/ she will be a member of the Board of Directors and will report to the Managing Director/ CMD. He/ she will remain in overall charge of entire Personnel & Administration function including HR Development, Industrial Relations & Labour Welfare, Medical, Corporate Communications, Corporate Social Responsibility, Security, Estate, RTI & Administration, etc. of the Corporation. He/ she shall be responsible for the organizational HR transformation through HR digitisation & HR analytics, manpower planning, competency mapping, leadership development & succession planning, DEI initiatives, employer branding, ensuring ethical practices & building of organisational culture, ESG & sustainability initiatives from people perspective, etc. He/ she will lead formulation of HR/ Personnel/ Corporate Communications/ CSR/ Security Policies as well as implementation thereof.

He/ She may be given any other responsibilities as & when entrusted by the Management.

3. ELIGIBILITY:

I. Age:

As on the date of advertisement shall be as follows:

Candidate type	Minimum	Maximum
For Internal Candidates	50 years	58 years
For External Candidates	50 years	57 years

II. Educational Qualification:

The applicant should be a full-time MBA/ PGDM with specialization in HR or Full-time Post Graduation in IR with good academic record from a recognized University/ Institution.

III. Key Skill:

He/ She should have managerial experience at Senior Level in HR/ Personnel Department in an Organization of repute.

Further, he/ she must possess leadership competencies such as strategic thinking, stakeholder management, negotiation & conflict resolution skills and change leadership proficiency. He/ she should be determined, result oriented, persuasive and a strong communicator. Also, he/ she should possess superb interpersonal skills having emotional quotient and be able to build a performing work culture. Besides, he/ she should exhibit ability to lead, inspire and mentor his/ her team to achieve significant results. He/ she should possess high professional ethics, good judgement and ability to take decisive action.

IV. Experience (As on the date of Advertisement):

For Central or State Government/CPSE/State PSU Executives:

A proven track record of at least 25 (Twenty-Five) years of post-qualification experience in managing a large & diverse workforce, compliance of applicable statutory Labour Laws/ Codes/ Rules/ Regulations, formulation of HR Strategies & HR Policies and their implementation, talent acquisition, industrial relations, collective bargaining, leadership development & succession planning, performance management, learning & development, organizational development interventions, compensation & benefits, change management initiatives, employee engagement drives, developing digitized HR systems, CSR and people related ESG initiatives, etc. in large industry having multi-locational units. Candidates having experience of working in a mining company/ corporation will have an added advantage.

Further, the incumbent should have worked for a minimum period of 03 (three) years at the level of two positions below the Board of Directors level.

Head of Department of Functional Area at the level of two positions below to the Board of Directors level is also eligible to apply, if the candidate reports to Functional Director of the Board/ MD provided, he/she has at least 25 (Twenty-Five) years of post-qualification experience in areas as elaborated above.

Illustration:

To determine the level of two positions below to the Board of Directors level, reference shall be taken from the following illustration:

In the hierarchy of a Central or State Govt./CPSE/State PSU, if the post of CGM/Sr.GM is immediate below to the Board of Directors level and the post of GM is immediate below to the post of CGM/Sr.GM level, then the post of GM shall be considered as the level two positions below to the Board of Directors level. Hence, an applicant from Central or State Govt./CPSE/State PSU holding GM or CGM/Sr.GM as per this illustration and fulfilling the other conditions, as above, is eligible to apply. The above-mentioned designations are indicative in nature and may vary from organization to organization.

The applicant shall furnish his/ her current position (with grade) in organizational hierarchy in support of being at the level of two positions below to the Board of Directors Level.

For Private Sector Executives:

The Executives working in Private Sector Company must fulfil the following criteria:

- (i) A proven track record of at least 25 (Twenty-Five) years of post-qualification experience in managing a large & diverse workforce, compliance of applicable statutory Labour Laws/ Codes/ Rules/ Regulations, formulation of HR Strategies & HR Policies and their implementation, talent acquisition, industrial relations, collective bargaining, leadership development & succession planning, performance management, learning & development, organizational development interventions, compensation & benefits, change management initiatives, employee engagement drives, developing digitized HR systems, CSR and people related ESG initiatives, etc. in large industry having multi-locational units. Candidates having experience of working in a mining company/ corporation will have an added advantage.
- (ii) The turnover of the private sector company wherein, the Candidate is working currently/last worked should be Rs. 1,000 crore or more.
- (iii) He/ She should be working/have last worked in private sector company listed on the Stock Exchange.
- (iv) He/ She should be working / have last worked in private sector company at a Board level position or at least at the level of two positions below to the Board of Directors level.

Illustration:

To determine the level of two positions below to the Board of Directors level, reference shall be taken from the following illustration:

In the hierarchy of a Private Sector Company, if the post of Senior Vice President is immediate below to the Board of Directors level and the post of Vice President is immediate below to the post of Senior Vice President level, then the post of Vice President shall be considered as the level two positions below to the Board of Directors level. Hence, an applicant from Private Sector Company holding Vice President or Senior Vice President position as per this illustration and fulfilling the other conditions, as above, is eligible to apply. The above-mentioned designations are indicative in nature and may vary from organization to organization.

The applicant shall furnish his/her current position (with grade) in organizational hierarchy in support of being at the level of at least two positions below to the Board of Directors Level.



4. SCALE OF PAY: -

The scale of pay, as per ORSP Rules, 2017, shall be Rs.1,35,100-2,16,800/- with Initial Basic Pay of Rs.1,81,600/- & D.A as applicable. Further, applicable HRA in lieu of accommodation, Medical Allowance and other perks etc. at par with an Officer of OMC in E-8 rank is payable. Pay Protection will be allowed to the selected candidate from the Central or State Govt./CPSEs/State PSUs or any other Govt. organization.

5. TENURE OF APPOINTMENT:

This position is on full time contract basis for a period of 05 (five) years or up to the age of superannuation i.e. 60 (sixty) years, whichever is earlier.

However, extension of the term for another 05 (five) years or up to the age of 60 (sixty) years, whichever is earlier, may be considered based on satisfactory performance and subject to approval of Competent Authority.

6. SUBMISSION OF APPLICATION:

A. For Central or State Government/CPSE/State PSU Executives:

Prospective candidates from the Central or State Govt./ Central or State Public Sector Undertaking shall send their applications, through proper channel, in the format as at **Annexure-I**, along with a write up on the significant contributions made by the candidate during his/her present/past assignments and their suitability for the post.

The applications for the above category must be routed through proper channel as follows:

- a) For Government Servant, through Cadre Controlling authority.
- b) For CMD/MD/Director in CPSE, the concerned Administrative Ministry.
- c) For below Board level Executive in CPSE, the concerned CPSE.
- d) For CMD/MD in State PSE, concerned Administrative Ministry.
- e) For below Board level Executive in State PSE/State Joint Venture, the concerned SPSE.

B. For Private Sector Executives:

Private Sector Executives shall submit their applications, in the format at **Annexure- I**, along with a write up on the significant contributions made by the candidate during his/her present/past assignments and their suitability for the post.

C. Other Testimonials:

In addition to the above, the applicant, falling under **6.A** or **6.B** category above, shall mandatorily submit the following along with **Annexure-I**:

- i. A certificate separately (in sealed cover), duly certified by the Head of the Unit/ Head of Organization with regard to the integrity of the said applicant in **Annexure-II** and
- ii. His/ Her APAR/PAR Grading in last 05 (five) years duly certified by the Controlling Authority (in sealed cover) in **Annexure-III**.
- iii. All the certificates & testimonials in support of the educational qualifications & marksheets (starting from matriculation to the last held qualification), experience {present/last worked company along with all previous organization(s), if any} and proof of present/last emoluments.

- iv. The organization chart showing his/her current position (with grade) in organizational hierarchy in support of being at the level of two positions below to the Board of Directors Level.
- v. In case of applicant from Private Sector, the annual report of the private company in which he/she is currently working/last worked for last 03 years (in support of the annual turnover of the company as Rs. 1,000 crore or more) as well as the documentary proof in support of listing of the company on the stock exchange.

Interested candidates may send their application in the format at **Annexure-I** along with **Annexure-II & III**, by affixing a passport size photograph and enclosing all relevant certificates & testimonials **by Dt.30.11.2026** to the Special Secretary (FE) to Government in Steel & Mines Department, Odisha, Bhubaneswar-751001 by Registered post/ Speed post/e-mail (e-mail id: dsmsec.or@od.gov.in) only. Candidates working in the Government/ CPSE/ State PSUs are required to apply through proper channel. Envelope containing the application should be superscribed as "**Application for the post of Director (Human Resources), OMCL**". Outstation candidates appearing the interview will be provided economic class air fare for to & fro journey on submission of original documents.

The undersigned reserves the right to accept/ reject any or all of the applications at any stage of the selection process without assigning any reason thereof.

7. IMPORTANT INFORMATION:

- i. The selection of candidates for the post advertised shall be made after taking into consideration of overall suitability of the candidates concerned.
- ii. If any of the candidates, who appeared for the interview and is selected by the PESB, gives his/her unwillingness after the interview is held 'or' his/her unwillingness after the issue of offer of appointment, he/she would be debarred for a period of two years from being considered for a Board Level post in any State PSE other than the one to which the candidate belongs.
- iii. In the above case, no request for relaxation or otherwise would be entertained.
- iv. Appointment of selected candidate is subject to medical fitness and the selected candidate has to submit a Medical Fitness Certificate from any Medical Officer of the State Govt. or Central Govt or the Medical Officer of OMC.

The applications must reach the Special Secretary to Government, I/c of FE Section of Steel & Mines Department, Odisha, Bhubaneswar-751001 **by Dt.30.11.2026**. Applications received beyond the stipulated date and incomplete applications shall not be considered. Also, any incorrect or false information given in the application will make the application liable for rejection.

Sd/-

**Addl. Chief Secretary to Government,
Steel & Mines Department,
Lok Seva Bhawan, Bhubaneswar-751001,
Email- dsmsec.or@od.gov.in**



ANNEXURE-I

FORMAT OF APPLICATION

APPLICATION FOR APPOINTMENT TO THE POST OF DIRECTOR (HUMAN RESOURCES)

1. Name in full: _____
2. Present Designation: _____
3. Office/ Department: _____
4. Pay/ Level (In detail): _____
5. Date of birth: _____
6. Age as on the date of advertisement:
Years Months Days

7. Nationality: _____
8. Whether belongs to SC/ST/SEBC: _____
9. Full Address (Office / Residence):

Passport size
Photograph

i. Office with Telephone No., Mobile No., e-mail address etc.

ii. Residence:

10. Present/Last Emoluments: _____
Basic Pay: _____
Dearness Pay/ Allowances: _____
Special Pay, if any: _____
H.R.A.: _____
C.C.A.: _____
Any other allowances: _____
Total: _____

11. Qualification:

a. Educational Qualification:

b. Professional:

Handwritten signature

c. Details of affiliation with Professional bodies / Institution/ Society

i. Name: _____

ii. Membership No: _____

iii. Since when: _____

12. Experience

Details of posts held from time to time

Sl. No.	Post held & scale of pay	Office/Unit/ PSE/Company	Period		Total Experience		Nature of Job
			From	To	Years	Months	

13. Trainings:

Details of training undergone in India and abroad:

Name of training programme	Institute where training was received	Period of training	Nature of training	Achievement

14. For applicants working/last worked in Private Sector

i. Annual turnover of last three years of the Company where he/she is working presently: (Certified copy to be attached) Turnover Rs. _____ for the year _____

ii. Details of position held at Board level or one/two level below to the Board level:

iii. Details of Stock Exchange listing: _____

15. List of Publications/ Academic honours received: _____

16. If selected, minimum time required to join: _____

17. Write up on the significant contributions/achievements made by the candidate during the present/ past assignments with specific reference to:

i. The number of employees managed

ii. Number of industrial establishments supervised



- iii. Major HR transformation initiatives
- iv. Collective bargaining settlements handled
- v. Disciplinary cases managed
- vi. Labour litigation experience
- vii. HR digitization initiatives
- viii. Competency development drives undertaken
- ix. Major organizational restructuring exercise carried out
- x. Designing & Framing of HR policies, etc. and the suitability of the candidate for the post (please enclose). _____

18. Any other information: _____

19. Whether furnished your organizational chart Indicating your current position therein: Yes/ No

Declaration

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 shall be liable to be cancelled/ terminated without any notice to me. I further declare that:

- i. I have not been debarred from being considered for a Board level post in any CPSE or State PSU as on the date of advertisement.
- ii. I am not disqualified to act as a Director under the relevant provisions of the Companies Act, 2013 & Rules made thereunder.
- iii. I have never been convicted for any criminal offense by any court of law or under any law in force, nor any civil or criminal action or enquiry is going on against me as far as my knowledge goes.
- iv. I do not have any actual, potential, or perceived conflicts of interest, which may affect my duties or responsibilities at OMC.
- v. I have no financial or personal interests in any suppliers, contractors, competitors, or clients which may affect my duties or responsibilities at OMC.
- vi. I am not involved in any vigilance/disciplinary cases as on the date of this application.

Date: _____

Place: _____

(Name & Signature of the applicant)

Note: Copies of Testimonials in support of age, qualifications, experience, present/last emoluments along with organizational chart, etc. are to be furnished mandatorily, as detailed at Clause No.6.C under "Submission of Application".



Integrity Certificate

(To be submitted in sealed cover)

This is to certify that the integrity of _____ is beyond all reasonable doubts, as verified from his/her performance appraisal reports. No vigilance/ disciplinary proceeding is pending/ contemplated against him/her.

Place:

Signature:

Date:

Name & Designation

Seal of the Organisation (if any)



ANNEXURE-III

APAR/PAR Grading of past five years

(To be submitted in sealed cover)

Year	Grading	*Remarks
2025-26		
2024-25		
2023-24		
2022-23		
2021-22		

*The maximum attainable grading for the above year.

Place:

Signature

Date:

Name & Designation

Seal of the Organisation (if any)