

Bharat Petro Resources Limited (BPRL)

Bharat PetroResources Limited (BPRL), a wholly owned subsidiary of Bharat Petroleum Corporation Limited (BPCL), was incorporated in October 2006, to take forward BPCL's Upstream aspirations. Currently, BPRL (either directly or through its step down subsidiaries/ JVs) holds participating interests in 24 exploration blocks, in 8 countries, in consortium with other companies. Of these blocks, 12 are in India, and the rest overseas.

All of BPRL's blocks are in various stages of Exploration/ Appraisal. In an initiative to move further up the Upstream value chain, BPRL is the Lead operator in an on land block in India and is also the Joint Venture operator in two land blocks in India.

With investments in excess of USD 3 billion for its projects, and commitments in excess of USD 3 billion, essentially for early monetization, BPRL is poised to surge ahead in the Upstream arena.

Exciting opportunities @ BPRL as

Geologists, Geophysicist, Petrophysicist, Drilling Engineer, Reservoir Engineer, Production Engineer, Facilities Engineer, Business Development & MIS Executive, Finance Manager, Internal Audit Manager.

The detailed Job descriptions for the above positions are as follows:-

Job Description of Geologist

No. of positions	1
Summary	The Geologist position will primarily be responsible for geological & geophysical data interpretation and integration for hydrocarbon exploration/ appraisal/ development/production. The job will be to use the G&G data for horizon mapping, preparation of all type of maps/models at exploration/appraisal/development stage of the oil & gas field. Monitoring of well drilling & well site geological operations, interpretation of well log data, generation of well completion reports and technical evaluation of new opportunities.
Essential functions	<ul style="list-style-type: none">• 2D/3D seismic data interpretation including vintage seismic data on industry standard seismic data interpretation software (e.g. Petrel, Seisearth, Voxelgeo, Geographics etc) and manually.• Integration of Seismic, well log and geological data for generation of prospect & leads.• Seismic to well tie, well correlation and generation of time & depth structure maps, isochron & isochore maps, isopach maps, net pay maps and hydrocarbon pore volume (ϕHSO) maps for estimation of Inplace hydrocarbon volume.• Seismic attribute analysis.• Well log data interpretation.• Builds geological models of the reservoir

	<ul style="list-style-type: none"> • Understand the structure, stratigraphy, lithology, and compartmentalization of a reservoir; • Well site geological operations. • Generation of post-project reports. • Technical evaluation of new opportunities • Any other task / responsibility assigned from time to time. • Commitment for mobility as the job may include short-term and/or long-term project assignments.
Knowledge, Skills, abilities (desirable)	<ul style="list-style-type: none"> • Good technical knowledge of relevant discipline • Good communication and interpersonal skills • Adherence to QHSE implementation and statutory compliances • Independent, self-motivated, creative, and results oriented. • Willingness to learn or have experience working on G&G data interpretation application packages • Gather, organize and analyze large amounts of data accurately • Ability to think critically using logic and reasoning to identify the origin, type, migration and accumulation of hydrocarbon in the subsurface.
Qualifications	Master degree in Geology or Applied Geology from. Institute / college and university / Deemed university duly recognized by AICTE/ UGC.
Percentage of marks	<p>Candidates belonging to general / OBC category with minimum 60% in the Final Degree Examination (relaxed to 50% to SC/ ST category) only are eligible to apply.</p> <p>Candidates should have passed the full time degree.</p> <p>Wherever CGPA / OGPA / DGPA or Letter Grade is awarded, its equivalent percentage of marks must be indicated.</p>
Work Experience	Fresher's and experienced professionals with 0 - 3 yrs. of work experience in upstream oil & gas industry.

Job Description of Geologist

No. of positions	1
Summary	The Geologist position will primarily be responsible for geological & geophysical data interpretation and integration for hydrocarbon exploration/ appraisal/ development/production. The job will be to use the G&G data for horizon mapping, preparation of all type of maps/models at exploration/appraisal/development stage of the oil & gas field. Monitoring of well drilling & well site geological operations, interpretation of well log data, generation of well completion reports.
Essential functions	<ul style="list-style-type: none"> • 2D/3D seismic data interpretation including vintage seismic data on industry standard seismic data interpretation software (e.g. Petrel, Seisearth, Voxelgeo, Geographics etc) and manually.

	<ul style="list-style-type: none"> • Integration of Seismic, well log and geological data for generation of prospect & leads. • Seismic to well tie, well correlation and generation of time & depth structure maps, isochron & isochore maps, isopach maps, net pay maps and hydrocarbon pore volume (ϕHSo) maps for estimation of Inplace hydrocarbon volume. • Seismic attribute analysis. • Well log data interpretation. • Builds geological models of the reservoir • Reservoir characterization and monitoring of reservoir performance • Understand the structure, stratigraphy, lithology, and compartmentalization of a reservoir; • To prepare recommendation with a view to optimize the drilling activity of exploratory and development wells • Planning and implementation of field operation • Technical evaluation of new opportunities • Identify opportunity to accrete reserve and augment production • Well site geological operations. • Post-project analysis. • Any other task / responsibility assigned from time to time. • Commitment for mobility as the job may include short-term and/or long-term project assignments.
Knowledge, Skills, abilities (desirable)	<ul style="list-style-type: none"> • Good technical knowledge of relevant discipline • Good communication and interpersonal skills • Adherence to QHSE implementation and statutory compliances • Independent, self-motivated, creative, and results oriented. • Experience working on G&G data interpretation application packages • Gather, organize and analyze large amounts of data accurately • Ability to think critically using logic and reasoning to identify the origin, type, migration and accumulation of hydrocarbon in the subsurface.
Qualifications	Master degree in Geology or Applied Geology from. Institute / college and university / Deemed university duly recognized by AICTE/ UGC.
Percentage of marks	<p>Candidates belonging to general / OBC category with minimum 60% in the Final Degree Examination (relaxed to 50% to SC/ ST category) only are eligible to apply.</p> <p>Candidates should have passed the full time degree.</p> <p>Wherever CGPA / OGPA / DGPA or Letter Grade is awarded, its equivalent percentage of marks must be indicated.</p>
Work Experience	Professionals with 4 - 7 yrs. of work experience in upstream oil & gas industry.

Job Description of Geophysicist

No. of positions	1
Summary	<p>The Geophysicist position will primarily be responsible for geological & geophysical data interpretation and integration for hydrocarbon exploration/ appraisal/ development/production. The job will be to use the G&G data for horizon mapping, preparation of all type of maps/models at exploration/appraisal/development stage of the oil & gas field. To provide technical inputs for seismic survey design and planning, coordination with service providers and Data QC for seismic data acquisition and processing. Technical evaluation of new opportunities.</p>
Essential functions	<ul style="list-style-type: none"> • 2D/3D seismic data interpretation including vintage seismic data on industry standard seismic data interpretation software (e.g. Petrel, Seisearch, Voxelgeo, Geographics etc) and manually. • Integration of Seismic, well log and geological data for generation of prospect & leads. • Seismic to well tie, well correlation and generation of time & depth structure maps, isochron & isochore maps, isopach maps, net pay maps and hydrocarbon pore volume (ϕHSo) maps for estimation of Inplace hydrocarbon volume. • Velocity modeling for domain conversion. • Seismic attribute analysis. • AVO & Seismic Inversion. • Well log data interpretation. • Understanding of the structure, stratigraphy, lithology, and compartmentalization of a reservoir; • Prepare VSP data acquisition plan. • To provide technical inputs for seismic survey design and planning, coordination with service providers and Data QC for seismic data acquisition and processing. • Generation of post-project reports. • Technical evaluation of new opportunities • Any other task / responsibility assigned from time to time. • Commitment for mobility as the job may include short-term and/or long-term project assignments.
Knowledge, Skills, abilities (desirable)	<ul style="list-style-type: none"> • Good technical knowledge of relevant discipline. • Good interpersonal and communication skills. • Adherence to QHSE implementation and statutory compliances. • Independent, self-motivated, creative, and results oriented. • Willingness to learn or have experience working on G&G data interpretation application packages • Familiarization with current seismic data acquisition & processing techniques. • Gather, organize and analyze large amounts of data accurately.

Qualifications	Master degree in Geophysics or Applied Geophysics from. Institute / college and university / Deemed university duly recognized by AICTE/ UGC.
Percentage of marks	Candidates belonging to general / OBC category with minimum 60% in the Final Degree Examination (relaxed to 50% to SC/ ST category) only are eligible to apply. Candidates should have passed the full time degree. Wherever CGPA / OGPA / DGPA or Letter Grade is awarded, its equivalent percentage of marks must be indicated.
Work Experience	Fresher's and experienced professionals with 0 - 7 yrs. of work experience in upstream oil & gas industry.

Job Description of Petrophysicist

No. of positions	1
Summary	The Petrophysicist position will be primarily responsible for well log data processing, petrophysical interpretation and formation evaluation for hydrocarbon exploration/ appraisal/ development/production. He must be proficient in manual petrophysical interpretation as well as on industry standard petrophysical software like Geolog, Techlog, ELAN or equivalent. The candidate must be an experienced professional familiar in geological & geophysical aspects of upstream exploration & production activities.
Essential functions	<ul style="list-style-type: none"> • Design well log data acquisition programs, support logging operations and perform integrated reservoir studies. Provide comprehensive formation evaluation program & recommendation for proposed wells. • Carryout quantitative petrophysical interpretation studies on industry standard application software, using quick-look, and deterministic and/or probabilistic log analysis methods. • Perform integrated studies interacting with specialists in other disciplines, from data management to 3D reservoir models. • Integrate core analysis results for standardization of well logs interpretation for rock typing, permeability, etc. • Evaluate various petrophysical parameters for assessment of hydrocarbon resources. • Prepare petrophysical models required for reservoir modeling and AVO & Inversion studies. • Identification and suggestion of the intervals for MDT, DST and testing based on the log interpretation • Interact with clients/consortium partners to explore, appraise and optimize production from fields.

	<ul style="list-style-type: none"> • Work in integrated project teams of specialists for reservoir characterization • Evaluate new exploratory/production business opportunity • Any other task / responsibility assigned from time to time. • Commitment for mobility as the job may include short-term and/or long-term project assignments.
Knowledge, Skills, abilities (desirable)	<ul style="list-style-type: none"> • Good technical knowledge of relevant discipline • Good managerial and communication skills • Adherence to QHSE implementation and statutory compliances • Independent, self-motivated, creative, and results oriented. • Experience on working with industry standard petrophysical data processing and interpretation software • Ability to integrate logs with core, production test and reservoir data.
Qualifications	<ul style="list-style-type: none"> • Bachelors in Petroleum Engineering or Master Degree in Geology or Geophysics from. Institute / college and university / Deemed University duly recognized by AICTE / UGC.
Percentage of marks	<p>Candidates belonging to general / OBC category with minimum 60% in the Final Degree Examination (relaxed to 50% to SC/ ST category) only are eligible to apply.</p> <p>Candidates should have passed the full time degree.</p> <p>Wherever CGPA / OGPA / DGPA or Letter Grade is awarded, its equivalent percentage of marks must be indicated.</p>
Work Experience	<p>Professionals with work experience of 7 - 15 years will be considered having relevant experience in upstream oil & gas industry.</p>

Job description of Drilling Engineer

No. of positions	1
Summary	<p>The Drilling Engineer position will be responsible for preparation of drilling plans, selection of drilling rigs & associated services, cost estimation of drilling services, casing & tubular and monitoring of the drilling operations. The drilling engineer will be part of the team responsible from the initial well design, drilling operations to testing, completion and abandonment. The incumbent will work with other surface & sub-surface teams to monitor drilling progress within industry standard QHSE policies.</p>
Essential functions	<ul style="list-style-type: none"> • Undertaking engineering design, concept selection and planning of wells (including development work) • Preparation of well drilling plan, selection of appropriate rigs and associated equipment & material such as well heads, casing, tubular, packers etc. • Preparation of cost estimates • Monitoring of well drilling operations at site

	<ul style="list-style-type: none"> • Obtaining relevant data, carrying out engineering analysis and recommending necessary actions. • Monitoring the daily progress of drilling operations and writing reports. • Keeping track of current daily costs, comparing actual costs with expenditure proposals and recommending cost-effective changes; • Liaising with service providers. • Support in preparation and evaluation of drilling related tenders • QHSE compliance and site restoration. • Work in integrated project teams • Any other task / responsibility assigned from time to time. • Commitment for mobility as the job may include short-term and/or long-term project assignments.
Knowledge, Skills, abilities (desirable)	<ul style="list-style-type: none"> • Good technical knowledge of relevant discipline • Good interpersonal and communication skills • Adherence to QHSE implementation and statutory compliances • Independent, self-motivated, creative, and results oriented. • Ability to build and maintain relationships with a range of people; • Analytical ability to think through potentially complex problems and develop solutions; • Teamwork skills and the ability to cooperate with others;
Qualifications	The candidate should hold a Graduate Engineering degree in Petroleum/ Mechanical Engineering from institution / college and university / Deemed university duly recognized by AICTE/ UGC.
Percentage of marks	<p>Candidates belonging to general / OBC category with minimum 60% in the Final Degree Examination (relaxed to 50% to SC/ ST category) only are eligible to apply.</p> <p>Candidates should have passed the full time degree.</p> <p>Wherever CGPA / OGPA / DGPA or Letter Grade is awarded, its equivalent percentage of marks must be indicated.</p>
Work Experience	Fresher's and experienced professionals with 0 - 3 yrs. of work experience in upstream oil & gas industry in Drilling Engineering.

Job description of Drilling Engineer

No. of positions	1
Summary	The selected candidate will be responsible for preparation of drilling plans, selection of drilling rigs & associated services, costs estimation of drilling services, casing & tubular and supervision of the drilling operations. The selected candidate will be part of the team responsible from the initial well design, drilling operation to testing, completion and abandonment. The incumbent will work with younger drilling engineers and other surface &

	sub-surface teams to monitor drilling progress in industry standard QHSE policies.
Essential functions	<ul style="list-style-type: none"> • Undertaking drilling engineering design, concept selection and planning and execution of wells. • Preparation & review of well drilling plan, selection of appropriate rigs and associated equipment & material such as well heads, casing, tubular, packers etc. • Good knowledge of well control & mud loss activities. • Acquaintance with UBD (under balance drilling) & MPD (managed pressure drilling) technology. • Knowledge of H₂S environment management. • Preparation of cost estimates • Supervision of well drilling operations at site including performance of drilling and well services. • Plan and execute remedial measures to address drilling complications • Obtaining relevant data, carrying out engineering analysis and recommending necessary actions. • Monitoring the daily progress of drilling operations and writing reports. • Keeping track of current daily costs, comparing actual costs with expenditure proposals and recommending cost-effective changes; • Liaising with service providers. • Arrange to conduct training to the drilling crew and other personnel working at drill site as per statutory requirements. • Preparation and evaluation of drilling related tenders • QHSE compliance and site restoration. • Mentoring of younger team members. • Work in integrated project teams • Any other task / responsibility assigned from time to time. • Commitment for mobility as the job may include short-term and/or long-term project assignments.
Knowledge, Skills, abilities (desirable)	<ul style="list-style-type: none"> • Good technical knowledge of relevant discipline • Good managerial and communication skills • Adherence to QHSE implementation and statutory compliances • Independent, self-motivated, creative, and results oriented. • Ability to build and maintain relationships with a range of people; • Analytical ability to think quickly through potentially complex problems and develop solutions; • Undertaking drilling engineering design, concept selection and planning and execution of wells and good knowledge of well control
Qualifications	The candidate should hold a Graduate Engineering degree in Petroleum/ Mechanical Engineering from institution / college and university / Deemed university duly recognized by AICTE/ UGC.
Percentage of marks	Candidates belonging to general / OBC category with minimum 60% in the Final Degree Examination (relaxed to 50% to SC/ ST category) only are eligible to apply.

	Candidates should have passed the full time degree. Wherever CGPA / OGPA / DGPA or Letter Grade is awarded, its equivalent percentage of marks must be indicated.
Work Experience	<ul style="list-style-type: none"> • Professionals with 4 - 11 yrs. of work experience will be considered having relevant experience in upstream oil & gas industry in Drilling Engineering. • Candidates having valid IWCF – Supervisory level certifications will be preferred

Job Description of Reservoir Engineer

No. of positions	1
Summary	The Reservoir Engineer position will be responsible for all reservoir engineering aspects of upstream exploration & production activities. This position will require use of knowledge of geology, petroleum engineering and reservoir engineering to build dynamic reservoir models, simulation of reservoir models, production history matching and material balance calculations for reserve estimation. This position will deal with building and reviewing cases for field development.
Essential functions	<ul style="list-style-type: none"> • Estimation of reserves and forecasting for field evaluations and development planning using industry standard Reservoir Engineering software like Petrel RE/ dynamic modeling, Eclipse/ Black oil simulator, Pansystem, Petex or equivalent. • Carry out reservoir simulation studies to optimize recoveries. • Evaluate appraisal proposals and well proposals. • Scout, predict and evaluate waterflood and enhanced recovery performance techniques • Develop cost-effective reservoir monitoring and surveillance programs and prepare revival plan. • Perform reservoir testing/ characterization studies. • Analyze pressure transients. • Supervise MDT, well testing at site, and support workover/intervention operations. • Analyze the economics and risk assessments of major development programs. • Liaise with laboratory for crude characterization/PVT • Any other task / responsibility assigned from time to time. • Evaluate new exploratory/production business opportunity • Commitment for mobility as the job may include short-term and/or long-term project assignments.
Knowledge, Skills, abilities (desirable)	<ul style="list-style-type: none"> • Good technical knowledge of relevant discipline • Good interpersonal and communication skills • Adherence to QHSE implementation and statutory compliances

	<ul style="list-style-type: none"> • Independent, self-motivated, creative, and results oriented. • Focused on quality of reservoir data acquisition and subsurface data management • Looking to advance quickly and take on responsibility • Well informed of latest reservoir technologies and advanced methodologies
Qualifications	<ul style="list-style-type: none"> • Bachelor's or higher engineering degree in petroleum engineering or petroleum technology or applied petroleum engineering from institution / college and university / Deemed university duly recognized by AICTE/ UGC. • Industry coursework which includes reservoir simulation, EOR technology, or well test interpretation. will be preferred
Percentage of marks	<p>Candidates belonging to general / OBC category with minimum 60% in the Final Degree Examination (relaxed to 50% to SC/ ST category) only are eligible to apply.</p> <p>Candidates should have passed the full time degree.</p> <p>Wherever CGPA / OGPA / DGPA or Letter Grade is awarded, its equivalent percentage of marks must be indicated.</p>
Work Experience	<ul style="list-style-type: none"> • Freshers or Professionals with 0 – 7 yrs. of work experience will be considered having relevant experience in upstream oil & gas industry in Reservoir Engineering.

Job description of Production Engineer

No. of positions	1
Summary	<p>The Production Engineer position will be responsible for well site operations, production Operations, and facilities management. The area of focus of production engineer would be modelling and optimizing well inflow and outflow performance, conceptual well and completion/downhole equipment design and well integrity management. Other responsibility would be production optimization from the existing wells and the impact of completion/well intervention decisions on production performance over the life of the well. The person will be part of the team responsible for preparation of development plans to ensure optimal production from oil and gas fields, including the commissioning and start-up of our new oil and gas developments and any other task / responsibility assigned from time to time.</p>
Essential functions	<ul style="list-style-type: none"> • Provide production technology solutions to oil and gas projects • Work closely with the integrated team of geologists, reservoir engineers and drilling engineers in preparing well design and perforation strategies to optimize hydrocarbon production. • Perform integrated production system analysis for selection of optimal development options such as Artificial Lift systems, well stimulation and identification of production enhancement opportunities,

	<ul style="list-style-type: none"> • Understand, analyze and describe the physical constraints applicable to well/reservoir/field production (e.g. sand, water, gas production, scaling potential, corrosion potential) to predict well behavior. • Develop proposals for well interventions e.g. work over jobs (WOJ), rig-less interventions, acid jobs, or stimulation. • Monitoring WOJ, Supervising production operations, process equipment and systems performance. • Provide the link between surface and subsurface engineering to strengthen the multidisciplinary approach and ensure delivery of an integrated development solution. • Risk survey analysis and audits • Preparation of production operation plans and setting milestones. • Ensure accounting compliance with respect to PSC and JOA. • Any other task / responsibility assigned from time to time. • Evaluate new exploratory/production business opportunity • Commitment for mobility as the job may include short-term and/or long-term project assignments.
Knowledge, Skills, abilities (desirable)	<ul style="list-style-type: none"> • Good technical knowledge of relevant discipline • Good managerial and communication skills • Independent, self-motivated, creative, and results oriented. • Adherence to QHSE implementation and statutory compliances such as PTW and SOP • Able to write clear production/ process development proposals • Looking to advance quickly and take on responsibility
Qualifications	<ul style="list-style-type: none"> • Bachelor's or higher engineering degree in Petroleum Engineering or Petroleum Technology or Applied Petroleum Engineering or Mechanical Engineering or Chemical Engineering from institution / college and university / Deemed university duly recognized by AICTE/ UGC. • Industry coursework which include artificial lift, process simulation, well stimulation, EOR, reservoir flooding and process facilities will be preferred
Percentage of marks	<p>Candidates belonging to general / OBC category with minimum 60% in the Final Degree Examination (relaxed to 50% to SC/ ST category) only are eligible to apply.</p> <p>Candidates should have passed the full time degree.</p> <p>Wherever CGPA / OGPA / DGPA or Letter Grade is awarded, its equivalent percentage of marks must be indicated.</p>
Work Experience	<ul style="list-style-type: none"> • Freshers or Professionals with 0 – 7 yrs. of work experience having relevant experience in upstream oil & gas industry in Production Engineering.

Job Description of Facilities Engineer

No. of positions	1
Summary	<p>The Facilities Engineer position will be responsible for planning, design, construction, installation and management of facilities for upstream projects. Major responsibilities include supervision of onshore and offshore facilities planning and construction including process equipment, pipelines, separators, storage, compressors, heat exchangers, vessels, pumps, power distribution and computer controls. The person would be responsible for working with the multi-disciplinary team for facilities planning, costing and budgeting.</p>
Essential functions	<ul style="list-style-type: none"> • Select appropriate facilities development concept for oil and gas fields. • Planning, design, construction, installation and management of facilities for upstream projects as per Field Development Plan. • Supervision of onshore and offshore facilities planning and construction including process equipment, pipelines, separators, storage, compressors, heat exchangers, vessels, pumps, power distribution and computer controls. • Apply appropriate engineering principles, best practices and know-how in the provision of facilities engineering services. • Provide an engineering interface with operations, service providers, design authorities, offshore facilities, onshore supply bases, project personnel and other stakeholders in the development and execution of facilities engineering activities • Liaise with peers and stakeholders such as subject/ design specialists, other disciplines etc. to deliver an integrated and correct solution • Ensure understanding, application and leadership by example of all responsibilities with regard to the Company's Environment, Health, Safety, Security and Quality Standards • Ensure that safety risks and business risks associated with engineering activities are assessed and that appropriate checks, PTW, controls and precautions are taken • Review as required: FEED, engineering, methods, defects, maintenance faults, non-conformances and problem areas. Use evidence from the reviews to improve effectiveness, reliability, maintainability and economy, leading to continuous improvement • Preparation and evaluation of engineering and procurement tenders. • Delivery in accordance with agreed plans, compliance and to the quality required • Arrange to conduct training to the personnel working at well site as per statutory requirements. • Any other task / responsibility assigned from time to time • Evaluate new exploratory/production business opportunity • Commitment for mobility as the job may include short-term and/or long-term project assignments.

Knowledge, Skills, abilities (desirable)	<ul style="list-style-type: none"> • Good technical knowledge of relevant discipline • Good managerial and communication skills • Independent, self-motivated, creative, and results oriented. • Adherence to QHSE implementation and statutory compliances such as PTW and SOP • Strong project management, planning, organizational skills to ensure that goals, schedules and budgets are met. • Liaisoning skills for effective coordination with skilled and semi-skilled manpower • Ability to provide excellent oral and written communications with the ability to highlight any issues effectively to management. • Ability to multi-task effectively and to manage multiple deadlines.
Qualifications	<ul style="list-style-type: none"> • Bachelor's or higher engineering degree in Mechanical/ Electrical / Petroleum engineering or petroleum technology from institution / college and university / Deemed university duly recognized by AICTE/ UGC.
Percentage of marks	<p>Candidates belonging to general / OBC category with minimum 60% in the Final Degree Examination (relaxed to 50% to SC/ ST category) only are eligible to apply.</p> <p>Candidates should have passed the full time degree.</p> <p>Wherever CGPA / OGPA / DGPA or Letter Grade is awarded, its equivalent percentage of marks must be indicated.</p>
Work Experience	<ul style="list-style-type: none"> • Professionals with 7 – 15 yrs. of work experience will be considered having relevant experience in upstream oil & gas industry in Facilities engineering.

Job description for Business Development & MIS

No. of positions	1
Summary	<p>The Business Development & MIS position will be responsible for identifying and tracking Business development Opportunities, play an active role as part of BD & MIS team in Asset acquisition, bidding rounds and M&A. Additionally the person plays an active role and assists in preparation of Corporate Strategy, Business Plan and Corporate Planning. The person in this position will coordinate effectively with internal and external resources for timely responses, presentations and proposals.</p>
Essential functions	<ul style="list-style-type: none"> • As a key member of the BD & MIS team, the incumbent will be a key contributor to the process of scouting for new opportunities in line with Corporate Strategy. • It is expected that the incumbent should be working on a number of opportunities in parallel.

	<ul style="list-style-type: none"> • The role entails management of the due diligence processes, deal structuring & analysis, all aspects of non-technical risks, negotiation of key agreements, building internal business alignment with respective functions. • Will ensure timely approvals as per internal processes, progressing key approval documents for business development activities. • Responsible for negotiation and taking deal to completion after internal approval. • Should co-ordinate with internal customers, BPCL, Partners, statutory /regulatory authorities, various Government agencies, etc. to provide requisite inputs in a timely manner. • Maintain excellent relationship with various internal and external agencies, including investment bankers, advisors, consultants and other E&P companies. • To update the portfolio database regularly • To perform any other task / responsibility assigned from time to time
Knowledge, Skills, abilities (desirable)	<ul style="list-style-type: none"> • Ability to deal with contractual and financial conditions in bids. • Data base management • Strong communication and interpersonal skills • Should possess collaborative work style and be able to liaise effectively with various stakeholders • Good Negotiation skills • Conversant in modern computer aided planning technologies including MS office and Project Management processes.
Qualifications	2 years fulltime MBA in Finance/International Business with bachelor's degree preferably in Petroleum/Mechanical/Electrical engineering from institution / college and university / Deemed university duly recognized by AICTE/ UGC.
Percentage of marks	<p>Candidates belonging to general / OBC category with minimum 60% in the Final Degree Examination (relaxed to 50% to SC/ ST category) only are eligible to apply.</p> <p>Candidates should have passed the full time degree.</p> <p>Wherever CGPA / OGPA / DGPA or Letter Grade is awarded, its equivalent percentage of marks must be indicated.</p>
Work Experience	<ul style="list-style-type: none"> • Fresher's and experienced professionals with 0 - 7 yrs. of work experience will be considered having relevant experience in upstream oil and gas industry in business development role.

Job Description of Sr. / Chief Finance Manager

No. of positions	2 nos.
Summary	The Finance Manager will primarily be responsible for preparation of financial statements of BPRL and its group companies, Treasury management, Tax compliances, Accounts Payable/Receivable management, Capital and Revenue Budgeting, Payroll Management and Risk management. The incumbent will be responsible for financial due diligence of investment opportunities and also for Post-investment evaluation. The incumbent will also be responsible for International M&A, Joint venture management, International Tax and Regulatory matters in respect of overseas Oil & Gas blocks held directly or through subsidiaries or Joint ventures.
<ul style="list-style-type: none"> • Essential functions 	<ul style="list-style-type: none"> • Preparation of Quarterly and Annual Standalone and Consolidated Financial Statements of the company under IndAS. Restatement of Financial Statements of overseas subsidiaries / SPVs from respective GAAP to IndAS. • Preparation of Capital and Revenue Budgets and monitoring there against. • Payment of Corporate Income Tax, GST, VAT, Royalty and other government dues. Tax compliance including preparation and filing of Tax Returns, Tax Audit, etc. Preparation and filing of appeals and presenting the case before various tax appellate authorities. Implementing Tax Provisions in the company. • Preparation of Financial Statement, Tax and Regulatory Compliances etc in respect of overseas Subsidiaries / SPVs in respective jurisdictions. • Payroll management including preparation of salary statement, payment of statutory dues like PF, NPS, Gratuity etc and filing of Returns thereof. • Accounts Payable management including payment to vendors after due verification of their invoices, withholding tax etc, reconciliation of vendor account balances. • Accounts Receivable management including invoicing, collections and reconciliation of customer account balances. • Internal, Statutory and Government audit of transactions, balances and Financial Statements • Preparation of Management Information Reports including exception reporting • Overall Treasury management for the group companies in line with Treasury objective and strategy. Preparation of long term and short term fund projections, funding plan and hedging/ risk management plans. • Execute funding plans through credit facility arrangements including INR/USD denominated Bonds/ Term Loans/ revolving credit facilities/ Guarantees/ LC's etc., drawdowns, repayments, debt servicing, and treasury investments. This will also include credit ratings, finalization

	<p>of term sheets, facility agreements and other legal documents, securitization, statutory and regulatory filings and compliances including pertaining to RBI / Credit Rating agencies etc. Carry out the banking transactions including related to fund transfers, authorisation masters etc. Maintain excellent working relationship with Bankers, Regulators, Credit Rating Agencies, etc.</p> <ul style="list-style-type: none"> • Carry out Financial/Accounting/Tax/Legal due diligence in respect of Investment / M&A opportunities including NPV/IRR, Payback Period, Sensitivities, Risks and Mitigants etc. Review and validate robustness and integrity of valuation models. Review and finalise assumptions specifically related to price forecast/taxation etc. Develop bidding and negotiation strategies. Arrange necessary statutory and regulatory approvals for investments, structure, funding etc. Complete financial close and settlement. • Prepare periodically for post investment review, a comparative statement of actual financial performance vs plan; along with recommendations for improving the profitability.
Knowledge, Skills, abilities (desirable)	<ul style="list-style-type: none"> • Good knowledge of IndAS, Guidance Notes etc issued by ICAI • Knowledge of Corporate Law, Corporate Income Tax, GST / VAT and International Taxation • Knowledge of Oil & Gas Industry • Experience of preparation of Financial Statements, Direct / Indirect tax Returns • Experience of Valuation / Financial Due Diligence of projects / M&A • Experience of Treasury Operations, securing credit arrangements from banks / investors • Good ability of working in SAP/ERP and MS-Office environment. • Confident, self-motivated and target/outcome oriented. • Strong analytical and commercial mind with positive attitude. • Strong team player with excellent interpersonal and communication skills • Demonstrate high standards of ethics and professionalism, aligned to Company values. • Ability to work in fast paced environment and across cultures.
Qualifications	Passed the final exam of Chartered Accountancy course of ICAI
Percentage of marks	Minimum 55% marks in aggregate for both the groups put together of Final exam of Chartered Accountancy course of ICAI. Relaxation of marks to 50% for SC/ST/PWD candidates.
Work Experience	Professionals with 10 - 19 yrs. of work experience will be considered in having relevant experience in upstream oil & gas industry.

Job Description of Assistant Manager / Manager Finance

No. of positions	1 nos.
Summary	The incumbent will primarily be responsible for preparation of Financial Statements of BPRL and its group companies, Treasury operations, Tax compliances, Accounts Payable/Receivable operations, Capital and Revenue Budgeting and Payroll operations. The incumbent will be responsible for Financial Due Diligence of investment opportunities and also for Post-investment evaluation. The incumbent will also be responsible for Treasury operations and transactions, tax and regulatory compliances in respect of Overseas Subsidiaries and Joint Ventures.
Essential functions	<ul style="list-style-type: none"> • Preparation of Quarterly and Annual Standalone and Consolidated Financial Statements of the company under IndAS. Restatement of Financial Statements of overseas Subsidiaries / SPVs from respective GAAP to IndAS. • Preparation of Capital and Revenue Budgets and reporting of actuals. • Payment of Corporate Income Tax, GST, VAT, Royalty and other Government dues. Tax compliance including preparation and filing of Tax Returns, Tax Audit, etc. Preparation and filing of appeals and presenting the case before various tax appellate authorities. Implementing Tax Provisions in the company. • Preparation of Financial Statement, Tax and Regulatory Compliances etc in respect of overseas Subsidiaries / SPVs in respective jurisdictions. • Payroll activities including preparation of salary statement, payment of statutory dues like PF, NPS, Gratuity, etc. and filing of returns thereof. • Accounts Payable activities including payment to vendors after due verification of their invoices, withholding tax etc., reconciliation of vendor account balances. • Accounts Receivable activities including invoicing, collections and reconciliation of customer account balances. • Internal, Statutory and Government audit of transactions, balances and Financial Statements • Preparation of Management Information Reports including exception reporting • Preparation of Fund Flow projections and execution of funding plan through drawdowns against the credit arrangements, timely debt servicing/ repayments, treasury investments, filing of returns with Reserve Bank and other statutory / regulatory compliances, bank reconciliations etc. Carry out the banking transactions including related to fund transfers, authorisation masters etc. • Scrutiny, negotiation and finalization of borrowing term sheets, facility agreements and other legal documents, securitization, statutory and regulatory filings and compliances including pertaining to RBI / Credit Rating agencies etc. • Carry out Financial/Accounting/Tax/Legal due diligence in respect of Investment / M&A opportunities including NPV/IRR, Payback Period,

	<p>Sensitivities etc. Validate robustness and integrity of valuation models. Prepare assumptions related to price forecast/taxation etc.</p> <ul style="list-style-type: none"> • Prepare periodically a comparative statement of actual financial performance vs plan; along with recommendations for improving the profitability.
Knowledge, Skills, abilities	<ul style="list-style-type: none"> • Good knowledge of IndAS, Guidance Notes etc issued by ICAI • Knowledge of Corporate Law, Corporate Income Tax, GST / VAT • Experience of preparation of Financial Statements, Direct / Indirect Tax Returns • Experience of Treasury operations • Good ability of working in SAP/ERP and MS-Office (specifically MS-Excel) environment. • Confident, self-motivated and target/outcome oriented. • Strong analytical and commercial mind with positive attitude. • Strong team player with excellent interpersonal and communication skills • Demonstrate high standards of ethics and professionalism, aligned to Company values. • Ability to work in fast paced environment.
Qualifications	Passed the final exam of Chartered Accountancy course of ICAI
Percentage of marks	Minimum 55% marks in aggregate for both the groups put together of Final exam of Chartered Accountancy course of ICAI. Relaxation of marks to 50% for SC/ST/PWD candidates.
Work Experience	Professionals with 4 - 11 yrs. of work experience will be considered having relevant experience in upstream oil & gas industry.

Job Description of Sr. / Chief Internal Audit Manager

No. of positions	1 nos.
Summary	The incumbent shall be responsible for Internal Audit activities pertaining to BPRL and its Subsidiaries/Joint Ventures. As part of Internal Control and Governance framework, the incumbent shall be responsible for drawing up the annual audit plan and carrying out the audit including in SAP environment, directly or through audit firms etc, to provide independent report to the management including in respect of adequacy of Internal Control and Governance framework, adherence to the laid down Policies, Guidelines and Processes, efficacy of Internal Financial Reporting systems, compliances with regulatory, statutory and legal requirements. The incumbent shall also be responsible for carrying out non operating partner audit of Oil and Gas blocks.

Essential functions	<ul style="list-style-type: none"> • Drawing up the Audit universe and carrying out risk assessment. Finalization of the annual Internal Audit plan with the approval of Audit Committee and in consultation with the Statutory Auditors. • Conduct pre-audit meetings with Functional Heads on the objective, scope and timeline of audit. • Carry out process walkthroughs to identify key risk & control matrix and evaluate adequacy of processes and internal controls in line with the business requirements and recommend for improvements. • Develop a risk based test plan by selecting appropriate audit approach, test procedures and sampling criteria based on professional judgment. • Carry out the Internal Audit as per audit plan. • Preparation/Review of a concise and informative draft audit report; discuss the findings and recommendations with Functional Heads. • Prepare and issue the concise and informative final audit report, giving audit findings and recommendations, based on the deliberations with the auditee on the draft audit report. • Confirm compliance based on Action Taken Report of the auditees. • Periodical reporting of significant audit findings and adequacy / effectiveness of Internal Control and Governance framework and Internal Financial Reporting systems to the Audit committee.
Knowledge, Skills, abilities	<ul style="list-style-type: none"> • Good knowledge of Auditing Standards, IndAS, Guidance Notes etc issued by ICAI • Knowledge of Corporate Law, Direct/ Indirect Tax • Knowledge of Oil & Gas Industry • Good ability of working in SAP/ERP and MS-Office environment. • Confident, self-motivated and target/outcome oriented. • Strong analytical and systems/process orientation. • Team player with good interpersonal and communication skills • Ability to be observant, attentive and think from diverse perspectives. • Demonstrate high standards of ethics and professionalism, aligned to Company values.
Qualifications	Passed the final exam of Chartered Accountancy course of ICAI
Percentage of marks	Minimum 55% marks in aggregate for both the groups put together of Final exam of Chartered Accountancy course of ICAI. Relaxation of marks to 50% for SC/ST/PWD candidates.
Work Experience	Professionals with 10 – 19 yrs. of work experience will be considered having relevant experience in upstream oil & gas industry. Prior experience in Internal Audit is desirable.

Job Description of Assistant Manager/ Manager Audit

No. of positions	1 nos.
Summary	The incumbent shall be responsible for carrying out Internal Audit activities pertaining to BPRL and its Subsidiaries/Joint Ventures,

	including in SAP environment, in respect of adequacy of Internal Control and Governance framework, adherence to the laid down Policies, Guidelines and Processes, efficacy of Internal Financial Reporting systems, compliances with regulatory, statutory, legal requirements etc. The incumbent shall also be responsible for carrying out non operating partner audit of Oil and Gas blocks.
Essential functions	<ul style="list-style-type: none"> • Drawing up the Audit universe, risk assessment and preparation of the annual Internal Audit plan. • Conduct pre-audit meetings with auditees on the objective, scope and timeline of audit • Carry out process walkthroughs to identify key risk & control matrix and evaluate adequacy of processes and internal controls in line with the business requirements and recommend for improvements. • Prepare a risk based test plan by selecting appropriate audit approach, test procedures and sampling criteria based on professional judgment. • Carry out the Internal Audit as per audit plan. • Preparation of a concise and informative draft audit report; discuss the findings and recommendations with Functional Heads. • Prepare a concise and informative final audit report, giving audit findings and recommendations, based on the deliberations with the auditee on the draft audit report. • Confirm compliance based on Action Taken Report of the auditees. • Prepare a periodical report of significant audit findings and adequacy / effectiveness of Internal Control and Governance framework and Internal financial reporting systems to the Audit committee.
Knowledge, Skills, abilities	<ul style="list-style-type: none"> • Good knowledge of Auditing Standards, IndAS, Guidance Notes etc issued by ICAI • Knowledge of Corporate Law, Direct/ Indirect Tax • Good ability of working in SAP/ERP and MS-Office environment. • Confident, self-motivated and target/outcome oriented. • Strong analytical and systems/process orientation. • Team player with good interpersonal and communication skills • Ability to be observant, attentive and think from diverse perspectives. • Demonstrate high standards of ethics and professionalism, aligned to Company values.
Qualifications	Passed the final exam of Chartered Accountancy course of ICAI
Percentage of marks	Minimum 55% marks in aggregate for both the groups put together of Final exam of Chartered Accountancy course of ICAI. Relaxation of marks to 50% for SC/ST/PWD candidates.
Work Experience	Professionals with 4 - 11 yrs. of work experience will be considered having relevant experience in upstream oil & gas industry.

ELIGIBILITY CRITERIA

AGE:

Maximum permissible age (as on 01.06.2019) for candidates belonging to the

General Category is mentioned against each profile:

Job Profile	Upper Age Limit as on 01.06.2019 (in years)
Geologist	30
Geophysicist	30
Petrophysicist	38
Drilling Engineer	33
Reservoir Engineer	30
Production Engineer	30
Facilities Engineer	38
Business Development & MIS Executive	30
Finance	42
Internal Audit	42

Age relaxations will be as applicable to candidates belonging to OBC (Non-Creamy Layer), SC, ST, Persons with Disabilities (PWD) and Ex-servicemen categories. Candidates belonging to SC/ ST/ OBC (NCL) will need to furnish valid caste certificates as per the formats prescribed by Government of India.

Candidates belonging to EWS (Economically Weaker Section) applying for entry level position should submit relevant certificate as per format prescribed by Government of India.

Sample for age limit application:

If upper age limit is mentioned as 30 years as on 01.06.2019, it means that candidates must have their date of birth as per table below

Category	Date of Birth for eligibility
General	Should be born on or after 01.06.1989
SC/ST	Should be born on or after 01.06.1984
OBC (Non-Creamy Layer only)	Should be born on or after 01.06.1986
PWD (person with disability)	Should be born on or after 01.06.1979

EDUCATIONAL QUALIFICATIONS:

% Marks in qualifying degree	As mentioned against each position above, respectively
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Educational Qualifications from Institutions/colleges and Universities/Deemed Universities should be duly recognized by AICTE/UGC

Candidates should have completed the course in first attempt.

Candidates scoring minimum aggregate percentage in the qualifying degree as stipulated in the essential educational qualifications are only eligible to apply. Percentage of marks to determine eligibility would be calculated as the aggregate of all semesters irrespective of the norms / system being followed in the institute/university.

Wherever CGPA/OGPA or Letter Grade in a degree is awarded, equivalent percentage marks should be indicated in the online application (as per norms adopted by the University/Institute). No rounding off of percentage would be allowed.

Candidates should have cleared the qualifying degree in the first attempt, with no gaps/drops in between the course

EMOLUMENTS

Selected candidates will be placed in appropriate grades based on their suitability, with minimum CTC ranging between **14 to 25 Lakhs** per annum (INR) as per pre-revised scales of pay of BPRL. The pay scales are indicated on the website (RTI → salaries of staff). The Cost to Company is inclusive of Basic Pay, Dearness Allowance (DA) based on IDA pattern, HRA (House Rent Assistance, if applicable, based on the class of city of posting), allowances and retirement benefits in line with DPE guidelines.

SELECTION METHODOLOGY

Based on scrutiny of the applications, eligible candidates will be called for personal interview/s. Candidates short-listed in personal interview/s will be required to clear a pre-employment medical examination. The final selection / Offer of Employment will be based on the candidate's performance in the Personal Interview/s, being declared medically fit by the BPCL/BPRL medical authority and subject to fulfillment of all eligibility criteria, as applicable. Candidates would have to qualify through each stage of the selection process successfully before being considered for final selection.

Please note that mere application to any profile and/or participation in any stage of recruitment i.e. personal interviews and/or psychometric or any other tests, pre-employment medical examination etc.), does not confer any right to an individual for employment with BPCL.

TRAINING & PLACEMENT

Candidates selected would normally be on Probation for one year (extendable in case of non-satisfactory performance) and on successful completion of probationary period, would be confirmed in the respective business unit / entity.

Candidates can be posted across the country, in any of the businesses / locations or offices including joint ventures & subsidiary companies of BPRL currently in existence and establishments that may be set up in future besides roles on deputation to other organisations.

MEDICAL STANDARDS

Candidates provisionally selected by BPRL will have to clear a Pre-Employment Medical Examination before joining. Company's Authorized Medical Officers/ nominated hospitals will assess the health of candidates and the final appointment will be subject to meeting the medical standards prescribed by the Company.

Candidates selected under PWD category, except the handicap for which relaxation is acceptable and extended, must be within the prescribed normal range for all other physical standards.

The decision on medical fitness by Company's Authorized Medical Officers/nominated hospitals would be final and binding on all candidates. No correspondence or queries in this regard shall be entertained by BPCL.

Myopia & Hypermetropia (vision), if any, should be within permissible limits i.e. (-) 6.00 & (+) 4.00. (Not applicable for VH candidates)

Colour blindness or squint, partial or full, is not acceptable in any case. (Not applicable for VH candidates)

Any major medical ailment will debar a candidate from being eligible for the job.

The mentioned medical standards are only indicative and not exhaustive.

Details can be accessed through the following website www.oisd.gov.in. (Please refer Section 10 of OISD Standard 166).

HOW TO APPLY

Interested & eligible candidates may apply online from **01.05.2019** to **15.06.2019** at www.bharatpetroresources.com under Careers link. **For clarifications, if any, please reach out by writing to us at: jairattan.ekka@bharatpetroresources.in**

GENERAL INSTRUCTIONS

- Candidates may choose any one of the above profiles to apply, for which all stipulated eligibility criteria are met. The above mentioned descriptions of roles and profiles are only illustrative and not exhaustive.
- Only Indian Nationals are eligible to apply.
- Candidates must have an active e-mail id, which must remain valid for at least the next one year. All future communication with the candidates regarding further selection process and shortlisting will take place through e-mail only.
- Candidates should have relevant documents like percentage of marks obtained in the degree examination, degree certificate, date of birth, caste/disability certificate (as applicable), functional mobile number and email id etc. readily available with them before they commence the ONLINE application process. This information would be required at the time of filling-in the ONLINE application.
- Candidates presently employed in Central/ State Government, Autonomous bodies and PSUs must submit 'No Objection Certificate' of their employer at the time of selection process, failing which they will not be allowed to appear for the selection process.
- Candidates meeting the prescribed eligibility criteria for a post may visit the website www.bharatpetroresources.com and look up 'Exciting opportunities at Bharat PetroResources Limited' and may apply on-line. No other application, other than that submitted through on-line mode will be accepted/considered.
- Candidates not found to be meeting the prescribed eligibility criteria shall be rejected at any stage of the selection process.
- BPRL reserves the right to take a final decision to assign/offer any suitable job/role/profile to the candidates found suitable as per the Corporation's requirements.

BPRL reserves the right to cancel / restrict / enlarge / modify / alter the recruitment process, if the need so arises, without issuing any further notice or assigning any reason thereafter.

Corrigendum/ Addendum etc. with regard to this advertisement, if any, will be made available on www.bharatpetroresources.com under Careers link only. Candidates are advised to refer to the above website periodically for updates. All future correspondence with respect to the advertised posts will be made only through the above-mentioned website

Court of jurisdiction for any dispute will be at Mumbai.

While applying for the above post, candidate must ensure that he/she fulfils the eligibility and other norms mentioned above, as on the specified dates and the particulars furnished are correct in all respects. In case it is detected at any stage of recruitment / selection that the candidate does not fulfil the eligibility norms and / or that he / she has furnished any incorrect / false

information or has suppressed any material fact(s), his/her candidature will automatically stand cancelled. If any of the above shortcoming(s) is/are detected even after appointment, his/her services are liable to be terminated without any Notice, as the appointment would be deemed to be void ab initio.

If any candidate attempts to use external influence for the purpose of facilitation his/her selection, it would result in automatic cancellation of his/her candidature.

All the details given in the online application will be treated as final and no changes will be entertained.

Commencement of on-line Applications	01 st May 2019
Last date for submission of on-line Applications	15 th June 2019