



पेट्रोलियम एवं प्राकृतिक गैस विनियामक बोर्ड
Petroleum and Natural Gas Regulatory Board
ई-400, चौथी मंजिल, टॉवर ई, वर्ल्ड ट्रेड सेंटर, नौरोजी नगर - 110029
4th Floor, Tower-E, World Trade Centre, Nauroji Nagar, New Delhi - 110029

No. Adm-HR-/1/2025-Admin Div-PNGRB/239

Dated : 05.08. 2025

Public Notice

PNGRB invites applications for engagement of individual consultants (legal) at **Level II** on contract basis from eligible candidates having requisite qualifications & experience as per details given below:

Category	Qualifications	Experience
Individual Consultant (Legal) at Level -II	Law Degree from recognized University/ School Law	Minimum 03 years experience on: (a) Drafting/vetting regulations, statutes and/or legislations (b) dealing with Courts/Appellate Tribunals matters; or (c) Settling disputes/arbitration <u>Desirable:</u> Previous exposure to Competition Law

2. Terms and conditions of engagement of individual Consultant (Legal) at Level II:

(a) **Designation and period of appointment:** The individual consultant engaged in PNGRB will be designated as Deputy Consultant, while their term of engagement will be initially for one year extendable by another two years, one year at a time, at the discretion of PNGRB, they will be on probation for a period of six months. Based on their performance during the probation period, the engagement of the individual consultant may be confirmed by the Board for the balance period.

b. **Lump sum monthly remuneration:** For individual consultant under Level II, Rs 90,000/- with 10 percent increase on completion of each year in PNGRB. No other allowance on account of conveyance, telephone, etc will be paid.

c. **Age of the Applicant:** Age of the Applicant to be engaged as individual Consultant, as on date of last date of receipt of application for the position, shall be below 62 years.

d. **Termination of Consultancy:** PNGRB reserves the right to terminate or curtail the consultancy period at any time without assigning any reason. In case the individual consultant desires to leave the consultancy services, he/she may do so by giving three months' notice.

e. **Discharge of Functions and Working Conditions:** The individual consultants shall discharge such responsibilities diligently as may be assigned to them from time to time and shall abide by all day to day working conditions/facilities like closed holidays, working hours, etc of PNGRB.

f. **Confidentiality:** The individual consultants shall maintain confidentiality of the information/data, etc. In case it is found to be violating the code of conduct, which is generally applicable for working in a Government office/establishment, by or on behalf of any individual consultant, apart from terminating the consultancy period, PNGRB reserves the right to take any other action as it may deem fit including Legal remedies available to it such as civil/criminal case etc and may further debar such individual consultant from future engagement by the Board.

g. **Leaves:** The individual consultants will be allowed to avail one day leave per month during the consultancy period. They may accumulate these leaves up to a maximum of three days and avail the same together. Beyond the above allowable leaves, the monthly consultancy fee will be reduced proportionately.

h. **No Permanent Employment:** The selected individual consultants will be engaged on contract basis only and they will not have any right or claim for permanent employment with PNGRB. PNGRB will not entertain any type of correspondence in this regard.

i. **Acceptance of the Terms & Conditions:** The selected individual consultants will be required to sign a copy of the engagement letter and the terms & conditions, which will be treated as a contract, at the time of joining PNGRB.

3. Those candidates who are meeting the requirements of qualification and experience and are agreeable to the terms & conditions mentioned above are requested to submit their applications, along with copies of documents in support of their qualifications and experience, addressed to the following on or before **22nd August 2025 till 5.00 PM, through speed post/Courier/By Hand.**

**Director (Administration & HR),
Petroleum & Natural Gas Regulatory Board
4th Floor, Tower-E, World Trade Centre,
Nauroji Nagar, New Delhi -110001**

The envelope should be superscribed as below:

"Application for the post of Individual Consultant (Legal)- Level - II against Public Notice dated 5th August 2025".

4. PNGRB reserves the right to annul the process of selection/engagement of individual consultants against this public notice at any time without assigning any reason.



(Pawan Kumar Uniyal)
Director (Admin & HR)

PETROLEUM AND NATURAL GAS REGULATORY BOARD

APPLICATION FOR THE POST OF INDIVIDUAL CONSULTANT(LEGAL)-
LEVEL-II

(Public Notice dated 5.8.2025)

Affix
passport size
photograph

1. Name of Applicant : _____
2. Residential Address : _____

3. E-mail : _____
4. Telephone No. : Mob. _____
Landline _____
5. Date of Birth : _____
6. Education Qualification (10th onwards) :

S. No.	Qualification	Board/University	Marks/Percentage	Year of Passing
1				
2				
3				
4				

Note: Self certified copies to be attached.

7. Details of Employment, in chronological order, enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient -

Office / Instt. / Orgn.	Post held	From	To	Scale of pay & basic pay	Nature of duties	Pvt. /Govt./ PSU or Other

8. Training / Courses attended : 1. _____

2. _____

3. _____

9. Total emoluments per month
now drawn : _____

10. References:

S. No.	Name	Contact No.	Complete Correspondence Address (With Postal Code)
1.			
2.			

Note: Non submission of references may lead to rejection of application.

11. Additional information, if any, which : _____
you would like to mention in support
of your suitability for the post. _____

Enclose a separate sheet, if the space
is insufficient. _____

12. Remarks : _____

I have carefully gone through the vacancy advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post. It is also certified that the information furnished above is correct and true to the best of my knowledge. In the event of my selection, I shall abide by the terms and conditions of services attached to the post.

Place:

Date:

Signature: _____

Name: _____

Note: All fields of the application must be filled. Enclose a separate sheet, if space for any field is insufficient.