

ONGC Tripura Power Company Limited (OTPC)

Job Description

Position	Lead – Civil Maintenance - One Position
Place of Posting	Plant Site at Palatana (Tripura)
Qualification	BE / B. Tech (Civil) with at least 60% marks from a recognized Board / Institution
Experience	Minimum 03 Years of post-qualification experience in the relevant area
Industry Type	Power Sector
Compensation	Attractive
Job Description	• To exercise general control over all the civil & structural activities in township and Plant operation & maintenance. • To extend full cooperation and coordinate all activities related to township and Plant construction and maintenance • Coordination and persuasion with the contractor and management for the procurement & service pertaining to civil dept. • Co-ordinate with mechanical, electrical, C&I, operation dept and other relevant department related to various equipment, systems in plant and Facility management at Township. • Responsible for the horticulture and green-field development work. • To prepare scope, BOQ, technical specification and estimate of any job and raise purchase request (PR) for the same. • Ensure availability in time and proper utilization of construction material, manpower and equipment. • Co-ordinating with contractor and sub-contractors for deploying workmen and materials as per work order and execute the work as per design, drawings and relevant codes (IS codes and other applicable codes & standards) • Optimization of cost during procurement and work execution. • Compliance with plant safety protocol and environment regulation and other relevant statutory guidelines. • To address all such work assigned time to time related to Civil Function. • Measurement and bill certification of civil works.
Required Profile	• Should have relevant experience, preferably in Power Plant • Should have good analytical ability so as to identify the problems in incipient stage, analyze and take corrective actions. • Strong communication, interpersonal and diagnostic & trouble shooting skills
Contact Details	Company Name: ONGC Tripura Power Company Ltd. Website : www.otpcindia.in Contact Person : Head – Corp HR & Admin