



**ENGAGEMENT OF SUPERANNUATED EMPLOYEES OF PUBLIC SECTOR OIL & GAS
COMPANIES AS TURNAROUND CONSULTANT ON SHORT-TERM CONTRACT BASIS AT
VISAKH REFINERY**

HPCL Visakh Refinery Invites Applications From Superannuated Employees of Public Sector Oil & Gas Companies for Appointment As Turnaround Consultant On Contract Basis

HPCL Visakh Refinery is scheduled to undertake a major Block Turnaround (TA) in Nov-Dec 2026, covering nine critical process units. The Turnaround involves execution of large-scale maintenance activities within a optimum shutdown period. To support effective coordination and monitoring during this period, HPCL intends to appoint such superannuated employees as Turnaround Consultant on Contract basis **for 3 months period from Oct/Nov-2026 at Visakh Refinery** as per the following terms and eligibility criteria for the positions as under:

Role	HPCL Salary Grade Up to 10E (Others – Up to E07) including Non- Management Cadre	HPCL Salary Grade 10F (Others – E08)	HPCL Salary Grade 10G (Others – E08)
TA Consultant – Maintenance Static	7	1	1
TA Consultant – Operations	6		
TA Consultant – Maintenance Instrumentation	4		
TA Consultant – Maintenance Electrical	2		
TA Consultant – Maintenance Rotary	2		
TA Consultant – Maintenance Civil	1		
Total	22	1	1



1. **Eligibility:** Retired Employees HPCL / Other Public Sector Oil Companies having relevant experience for the position applied for.
2. **Age Limit:** Applicant shall not be more than 64 years as on 31.07.2026
3. **Period of engagement:** Engagement shall be for a period of 3 months subject to applicant not attaining 65 years of age during the engagement period and subject to medical fitness. Contract also may be terminated prematurely by giving 30 days notice from either side.
4. **Experience:** Applicant should have worked in the following department/division in Refinery Maintenance or Operations Department (as per the position applied for) and should have minimum 5 years experience. (Refer Annexure – I)

Role	Experience
TA Consultant – Maintenance Static	Worked in Maintenance Department – Static Division
TA Consultant – Operations	Worked in Operations department
TA Consultant – Maintenance Instrumentation	Worked in Maintenance Department Instrumentation
TA Consultant – Maintenance Electrical	Worked in Maintenance Department-Electrical
TA Consultant – Maintenance Rotary	Worked in Maintenance Department-Rotary
TA Consultant – Maintenance Civil	Worked in Maintenance Department-Civil

Preference will be given to candidates having substantial hands-on experience in major Refinery Shutdowns / Turnarounds (TA), including planning, execution, field coordination, contractor management and safe completion of turnaround jobs.

5. **Compensation:** Monthly fee not exceeding the last drawn salary (Basic + DA) after adjusting Notional monthly payment arising out of Annuity (without commutation), based on the option of “15 years certain & life thereafter”. In addition, reimbursement of conveyance expenses and monthly mobile expenses shall be provided in accordance with the Guidelines for Engaging Ex-Employees. No other allowances / benefits will be extended.

*TDS, as applicable, shall be deducted as per taxation rules.



6. **Work Pattern:** General Shift or Rotational Shift (with 8hr or 12 hours) schedule as advised by Turnaround In-Charge.

7. **Other Terms and Conditions:**

- The consultant appointment would be in the form of a contract with specific termination clause.
- No other facilities, benefits, allowances, compensation etc. would be permissible except those specifically mentioned in the Contract.
- Ex-employee shall be required to abide by the Confidentiality Clause as applicable to regular employees.
- Selection will be basis personal interviews by the Selection Committee thru virtual / physical mode.
- Minimum cooling period of 2 months needed between retirement and reengagement.
- Applicant shall have no major penalty awarded during Service period and no minor penalty awarded during the last 10 years of service period

How to Apply

- Applicants are required to send their Application as per format (Annexure II) along with supporting documents (Scan Pdf Copy) to Email ID: performancemanagement@hpcl.in on or before the last date of receipt of Applications i.e. 12th September 2026. The Application must be neatly typed and not handwritten.
- Please note that the Application and the Supporting Documents must be a Single PDF only.
- It is important to note that while sending the Applications they must mention the Subject of Email – **Application for Turnaround Consultant at VR**

Supporting Documents to be Attached with Application

Following documents to be attached with the Application –

- Copy of Service Certificate issued by Employer (PSU) showing last drawn Basic Salary
- Copy of Aadhar Card
- Work Experience Certificate issued by Employer mentioning the Job Roles



- Self Declaration as per format (Annexure III) towards no major penalty awarded during Service period and no minor penalty awarded during the last 10 years of service period (Other than HPCL Ex-Employees)

Note – Upon selection, candidates other than HPCL retired employees, have to submit a certificate from their respective employers as per format (Annexure IV)

- Copy of Annuity Certificate (SBFS / NPS)

Selection

- Selection will be based on Personal Interaction / Interview of shortlisted candidates by a Selection Committee
- The candidates shortlisted for the Personal Interaction / Interview will be informed through e-mail about the date and time of such interaction / interview. Therefore, candidates are advised to mention a valid email ID and mobile number.
- The interaction / interview for the shortlisted candidates will be either through online mode or through physical mode. If the personal interaction is online, then the date and time of interaction via Zoom meeting will be intimated to the eligible shortlisted candidates on their email id and if the personal interaction will be conducted physical mode, then the eligible candidate(s) will be informed about the venue and date of the such meeting on their email id accordingly. Please note that no TA/DA will be paid for appearing in the Selection process, if the interview is conducted physically.
- No reimbursement shall be provided for joining.

Last date of receipt of applications

- Last Date of Receipt of Application is 12 September 2026

Interpretation

In case of any ambiguity or dispute arises on account of interpretation in versions other than English, the English version will prevail



Annexure - I

DETAILED JOB RESPONSIBILITIES:

Maintenance – Static (Onsite / Process Units)

Scope: Static equipment such as heat exchangers, drums, vessels, columns, reactors, heaters, pipelines, valves, PSVs and associated piping systems in refinery process units.

Key Responsibilities / TA Exposure:

- Plan and monitor turnaround maintenance of static equipment in major process units such as CDU/VDU, FCCU/PFCCU, DHDT, HGU, SRU, DCU, NHT and other refinery units.
- Shutdown activities including equipment isolation, opening, de-blinding, inspection readiness, exchanger opening/cleaning, vessel/column maintenance, valve maintenance, pressure testing and restoration.
- Turnaround work-pack review, job sequencing, contractor mobilization, resource planning and daily field progress monitoring.
- Coordinate with Operations, Inspection, Projects, Safety and contractors for safe execution and timely release / handover of equipment.
- Monitor critical-path jobs, identify bottlenecks and support recovery actions to meet the approved turnaround schedule.
- Review method statements, job procedures, quality requirements and field execution practices for major static jobs.
- Support punch-point closure, reinstatement, leak testing, box-up and unit start-up readiness.
- Provide technical guidance on equipment reliability, troubleshooting, failure analysis and maintenance practices.



Operations – Process Units

Scope: Process unit operations support for turnaround preparation, shutdown, maintenance interface, commissioning / start-up and stabilization of refinery units.

Key Responsibilities / TA Exposure:

- Support planning and execution of major refinery shutdown / turnaround activities for process units such as CDU/VDU, FCCU, DHDT/HGU, SRU, DCU and associated units.
- Shutdown, de-inventory, depressurization, steaming / purging, isolation, blinding, gas freeing and safe handover of equipment to Maintenance / Inspection.
- Coordinate with Maintenance, Inspection, Safety and contractors for safe release of equipment and timely completion of turnaround activities.
- Monitor turnaround-critical operating activities, system readiness and restoration / de-isolation sequences.
- Support start-up, commissioning, line-up, leak checks, equipment trial runs and stabilization following turnaround completion.
- Review and improve shutdown / start-up procedures, checklists, operating instructions and emergency response arrangements.
- Participate in daily TA review meetings, progress reporting, constraint identification and recovery planning.
- Provide technical mentoring to operating teams based on previous turnaround experience and lessons learned.



Maintenance – Instrumentation

Scope: Instrumentation and automation maintenance covering field instruments, control valves, analyzers, DCS, PLC, SIS and associated systems.

Key Responsibilities / TA Exposure:

- Plan and monitor instrumentation turnaround activities including calibration, inspection, repair, replacement and functional testing of critical instruments.
- Support in turnaround activities involving DCS/PLC, SIS/interlocks, control valves, transmitters, analyzers, switches and field instruments.
- Support in loop checking, calibration, continuity checks, logic verification, trip testing and restoration during turnaround.
- Coordinate with Operations and contractors for permit, equipment release, testing and safe restoration.
- Monitor critical-path instrumentation jobs and ensure timely completion before unit start-up.
- Support troubleshooting, root-cause analysis and reliability improvement of instrumentation and automation systems.
- Support in availability of critical spares, test equipment and specialist resources for turnaround execution.
- Review work procedures, quality records, test packs and punch-point closure.



Maintenance – Electrical

Scope: Electrical maintenance of refinery power distribution and plant electrical equipment.

Key Responsibilities / TA Exposure:

- Plan and monitor turnaround maintenance of HV/MV/LV switchgear, motors, transformers, VFDs, UPS/DC systems, substations and associated electrical equipment.
- Support in shutdown inspection, testing, preventive maintenance, relay testing, protection checks, cable testing and restoration of electrical systems.
- Coordinate isolation, permit, equipment release and restoration activities with Operations and Maintenance teams.
- Monitor critical-path electrical jobs and ensure timely readiness of equipment required for unit start-up.
- Support troubleshooting and root-cause analysis of electrical failures and implementation of corrective actions.
- Review contractor work quality, test reports, checklists and completion records.
- Review support compliance with approved electrical safety procedures and safe work practices during turnaround.



Maintenance – Rotary

Scope: Rotary equipment such as pumps, compressors, turbines, fans, blowers and associated auxiliaries.

Key Responsibilities / TA Exposure:

- Plan and monitor turnaround maintenance of critical rotary equipment in refinery process units.
- Support in overhaul / inspection of pumps, compressors, turbines, fans and blowers, including dismantling, inspection, repair, alignment and commissioning.
- Support in mechanical seal replacement, bearing inspection, coupling checks, shaft / rotor inspection and equipment alignment.
- Coordinate with Operations, Inspection, vendors and contractors for equipment release, execution and restoration.
- Monitor critical-path rotary jobs and ensure trial runs and equipment readiness within the turnaround schedule.
- Support in troubleshooting, vibration / condition monitoring, root-cause analysis and reliability improvement.
- Support in availability of critical spares, specialist services and required resources for turnaround jobs.



Maintenance – Civil

Scope: Civil maintenance and turnaround support for refinery structures, foundations, roads, buildings and associated facilities.

Key Responsibilities / TA Exposure:

- Plan and monitor civil maintenance activities required during refinery shutdown / turnaround.
- Support in civil repair works associated with equipment foundations, structures, platforms, flooring, trenches, drains and access facilities.
- Coordinate with Maintenance, Projects, Operations, Safety and civil contractors for execution of turnaround jobs.
- Support work-front preparation, resource planning, contractor coordination and daily progress monitoring.
- Identify site constraints and ensure timely completion of civil works required for mechanical / electrical / instrumentation restoration.
- Support in quality, measurements, completion records and punch-point closure for civil turnaround works.



SENIOR GRADE F / G – TECHNICAL ADVISOR / TURNAROUND MENTOR

The senior Grade F/G positions are intended for experienced refinery professionals who can provide technical leadership and mentoring for critical turnaround activities, particularly in Static Maintenance.

- Provide technical guidance for critical and complex turnaround jobs and support timely resolution of cross-functional issues.
- Review turnaround work methodologies, sequencing, schedules, risk assessments and recovery plans for critical-path activities.
- Mentor Maintenance Engineers, supervisors and contractors in safe and efficient execution of major TA jobs.
- Support daily TA progress reviews, identify emerging constraints and recommend practical recovery measures.
- Review readiness of materials, manpower, tools, equipment, permits and work fronts for critical jobs.
- Support inspection / maintenance interface, equipment restoration and start-up readiness.
- Capture lessons learned and recommend improvements for future refinery turnarounds.

**Annexure – II****APPLICATION FOR ENGAGEMENT AS TURNAROUND CONSULTANT
ON SHORT-TERM CONTRACT BASIS AT VISAKH REFINERY****Role Applying For -****Please Affix Your
Recent Passport
Size Photograph**

1.	Name of the Applicant			
2.	Father's Name			
3.	Date of Birth (DDMMYYYY)			
4.	Gender			
5.	Address for Communication			
6.	Permanent Address (if different from address for communication)			
7.	Name of the PSU last working / Salary Grade			
8.	Date of Retirement			
9.	Mobile No. / Emergency Contact No.			
10.	Email ID (In Block Letters)			
11. Educational Qualifications Details				
Sl. No.	Degree	College / Institute	Year of Passing	Specialisation
a	Graduation			
b	Post-Graduation			
c	Others (if Any)			



12. Work Experience Details

Sl. No.	Name of PSU	Department / Position Held	DPE Salary Grade	Period of Service		Nature of Duties
				From	To	
a						
b						
c						

13. Write-up on relevant experience (maximum 300 words)



Declaration: I hereby certify that the particulars furnished above are true, correct and complete in all respects. In case of information provided by me being found incorrect or false, my engagement may be cancelled at any time without informing me.

Date:

Place:

Signature of Applicant



Annexure – III

SELF-DECLARATION

I, Shri/Smt/Ms a retired employee of

..... the Department/Organization do hereby declare and solemnly affirm that:

1. No major penalty has ever been imposed upon me during my service career
2. No minor penalty has been imposed upon me during the last 10 years of service period
3. I have never been convicted by any Court of Law

The information furnished above is true and correct to the best of my knowledge and belief. If any information is found false or incorrect at any stage, my candidature/ engagement is liable to be cancelled.

Date:

Place:

Signature of Applicant



Annexure – IV

CLEARANCE CERTIFICATE

This is to certify that Shri/Smt/Ms a retired employee
of<Organisation>....., separated on

As per our records,

1. He has never been imposed with any major penalty during his service career
2. No minor penalty has been imposed upon him during the last 10 years of service period

Date:

Place:

Signature of Competent Authority
with Stamp