



INDIAN OIL CORPORATION LIMITED
Refineries Division
GUJARAT REFINERY
(A Govt. of India Undertaking)



Advertisement No. JR/02/2017

- On-line registration of application commences from **03-11-2017** and closes on **23-11-2017**.
- The link to the on-line registration of the application has been hosted on the website www.iocrefrecruit.in
- The Written Test is likely to be held on **24-12-2017** at Vadodara, Gujarat.

Special Recruitment Drive for "Scheduled Tribes Category" at Gujarat Refinery, Vadodara

Indian Oil Corporation Limited, the largest commercial undertaking in India and a Fortune "Global 500" Company requires result oriented experienced ST category personnel with initiative and enterprise for its state of the art Refinery at Vadodara, Gujarat.

On-line Applications are invited from bright, young and energetic persons of Indian Nationality for the following Posts at **Gujarat Refinery, Vadodara**.

Post Code	Name of Post	Discipline	Number of Vacancies (ST)
201	Jr. Engineering Assistant -IV (Production)	Chemical	07
203	Jr. Engineering Assistant -IV (TPS)	Electrical/ Mechanical	01
207	Jr. Materials Assistant – IV*	Electrical/ Mechanical/ Instrumentation	01
	Total		09

* Persons with Benchmark Disabilities (PV/PH/PL/ Multiple) belonging to ST category can apply against Post Code 207.

PL – Musculoskeletal (OH-OA/OL), Dwarfism, Acid Attack Victim, Cerebral Palsy and Leprosy cured. PH- Hard of Hearing, PV – Low Vision; Multiple – A combination of afore mentioned three categories. Abbreviations- Physical, V- Vision, H- Hearing, L- Locomotors, O-Orthopedic, H- Handicap, OA=One Arm, OL=One Leg, OH=Orthopedically Impaired, LV=Low Vision.

Persons with Benchmark Disabilities must be capable of performing the task assigned to them / take instructions using suitable aids and appliances.

- Positions notified at **Post Code 201 and 203** are operated with work arrangements in three shifts (rotating shifts). Incumbents may be required to perform duties in any of the work arrangements depending upon work exigencies.
- Petroleum Refining is a complex and hazardous process and candidates belonging to Persons with Benchmark Disabilities (40% or higher) category are not deployed. Such candidates may be considered only against identified positions/numbers, as indicated above.

Eligibility Criteria:

A. Qualification and Experience:

The Prescribed Qualification from Government Recognized Indian University / Institute as a **Regular Full Time Course** and the required aggregate percentage marks, experience as on **30-11-2017** for each post is given below:

Post Code	Post	Prescribed Parameters – Qualification as Regular Full time course only – (From Indian Universities/ Institutes only) and Essential Experience	
201	Jr. Engineering Assistant - IV (Production)	Qualification	3 years Diploma in Chemical/Refinery & Petrochemical Engg. or B.Sc (Maths, Physics, Chemistry or Industrial Chemistry) from a recognized Institute/University with minimum of 40% marks in aggregate.
		Experience	Minimum one year of post qualification experience in operation (rotating shift) of Pump House, Fired Heater, Compressor, Distillation Column, Reactor, Heat exchanger etc. in a Petroleum Refinery/ Petrochemicals/ Fertilizer/ Heavy Chemical/ Gas Processing Industry.
203	Jr. Engineering Assistant - IV (TPS)	Qualification	3 years Diploma in Mechanical or Electrical Engg. from recognized Institute/University & Boiler Competency Certificate (with class as may be prescribed by the Boiler Authority of the state); provided that in case of non-availability of sufficient number of candidates meeting the prescribed Parameters, candidates possessing the following qualification may also be considered: <ul style="list-style-type: none"> 1. Matric with ITI (Fitter) with Boiler Competency Certificate (with class as may be prescribed by the Boiler Authority of the state). 2. B Sc. (PCM) with an Apprenticeship Training in Boiler Trade. 3. 3 years Diploma in Mechanical or Electrical Engg. from recognized Institute/University with minimum of 40% marks in aggregate. Subject to the condition below: Candidate selected under Category (2) & (3) above and posted in Boiler Operations shall undertake to acquire Boiler Competency certificate within four years of joining the services of the Corporation.
		Experience	<ol style="list-style-type: none"> 1. For candidates possessing Diploma/Matric with ITI (Fitter) & holding Boiler Competency Certificate or BSc with Boiler Apprenticeship, no further experience shall be required. 2. For candidates possessing the Diploma: minimum one year post qualification experience in operation of Industrial Boiler/ HRSG/Thermal Power Station(DM plant/RO plant/Air compress-ors/Steam Turbines/Gas turbines cooling tower/RO Plant/Air Compressor in Petroleum Refinery/Petrochemicals/ Heavy Chemical/Fertilizers/Power Plants/large industrial establishment.
207	Jr. Materials Assistant - IV	Qualification	3 years Diploma in Mechanical/Electrical/Instrumentation Engg. From recognized Institute/University with minimum of 40% marks in aggregate.
		Experience	Minimum one year of post qualification experience in Materials Department (Purchase, Stores & Inventory management) in any industrial establishment with computer proficiency. Working Knowledge of ERP Systems like SAP etc. will be preferred.

B. Important Instructions:

1. The Candidates meeting the prescribed qualification and experienced criteria, upon declared successful, may be considered to be appointed as **“Trainees”** for a period of 12 Months on a consolidated stipend of **Rs. 20,000/- p.m.** and upon satisfactory completion of training shall be placed in the respective functional areas in regular Pay Scale of Rs.11,900 – 32,000/- (Pre-revised).
2. A candidate is allowed to apply for only one discipline. In case of receipt of more than one application for more than one discipline, all the applications will be rejected.

3. Qualification for the purpose of this clause would mean the qualification based on which candidature is offered or considered claimed by a candidate. Prescribed qualification shall be strictly adhered to.
4. The prescribed qualification should be from a recognized University/Institute as a regular full time /sandwich Diploma course (Industrial training as part of the course with no break) with minimum 40% marks in aggregate. For ITI (Fitter), only a pass class is required. Regular full time ITI (Fitter) course recognized by NCVT/SCVT shall also be considered.
5. Candidates possessing Diploma under recognized lateral entry scheme (Class – XII (Sc.)/ITI admitted in 2nd year of Diploma course) shall also be considered eligible subject to meeting prescribed percentage of marks on the basis of aggregate of 4 semesters in the diploma course.
6. Wherever CGPA/OGPA or letter grade is awarded in the Diploma/Degree examination, its equivalent aggregate percentage of marks must be indicated in the Online Application Form as per the norms adopted by University/Institute.
7. Candidates holding a qualification acquired through part-time/correspondence/ distance education mode are not eligible.
8. Candidates possessing higher professional qualifications such as Graduate Engineers, MBA/ MCA/CA/CS/ICWA/LLB or any such equivalent qualification shall not be eligible.
9. Qualification of MSc (Chemistry) for Post of Junior Engg Asstt-IV (Production) shall not be considered a disqualification. However, percentage requirement shall be applied on graduation level exam only.
10. The criteria for full time regular course shall not be insisted upon in case of Ex-Servicemen, provided they possess a requisite EQUIVALENT qualification that has been acquired during the service period and is recognized by AICTE/MHRD, GoI and have secured the prescribed minimum percentage of marks in aggregate.
11. Ex-Servicemen claiming equivalence in qualification shall be required to produce a copy of equivalence certificate issued by the concerned ministry.
12. For Ex-Servicemen, a declaration of same area of work experience will be sufficient and no document will be required. Work Experience as prescribed of technical or professional nature is essential for being considered eligible.
13. No Claim of possession of a qualification equivalent to a prescribed qualification shall be entertained.
14. The candidature of the applicant would be provisional and subject to subsequent verification of certificates/ testimonials, etc.
15. Suppression of information regarding possession of or pursuing higher qualification shall render a candidate ineligible for consideration at any stage of selection and termination at any time during employment, if recruited.
16. Large Industrial Establishment would mean industrial/manufacturing Units whose investment in plant & machineries exceed Rs. 10 crores and which has been in operation.
 - Candidates shall be required to attach a copy of the relevant page of the last published Balance sheet of the establishment with the physical application under self-certification by the candidate.
 - Candidates employed, directly or by any agency (including a contractor) by a Large Industrial Establishment shall also be eligible to apply, provided they furnish copy of the work order issued to the agency/contractor along with the page of the balance sheet of the Large Industrial Establishment.
17. Candidates meeting the prescribed eligibility criteria and who are registered with Local Employment Exchange(s)/District Sainik Resettlement Board are advised to submit their candidature online, failing which their candidature will not be considered.
18. Candidates are hereby informed that any Corrigendum/ Addendum etc. with regard to this advertisement will be made available on www.iocl.com 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 www.iocl.com.

C. Opportunity for women:

1. No woman is permitted to work in or allowed to enter any building in which generation of gas from 'Dangerous Petroleum' as defined in the Petroleum Act 1934, is carried on. No woman is allowed to work in LPG storage and handling area.
2. However, Women can apply against Post code 207.

D. Reservation for PwBD:

1. Section 2(r) of The Rights of Persons with Disabilities Act 2016, defines “person with benchmark disability” as a person duly certified by the certifying authority with:
 - not less than 40% of a specified disability where specified disability has not been defined in measurable terms and
 - a disability where specified disability has been defined in measurable terms.

The candidates are required to submit a Disability Certificate issued by competent authority as per the Persons with Disabilities (Equal Opportunities, Protection of Rights & Full Participation) Amended Rules, 2009, failing which their candidature as PwBD candidates will not be considered.

E. Other Concessions/Relaxations:

1. The minimum qualifying marks in eligibility qualification will be 40% in aggregate.
2. Candidates called for Written Test and Skill/Proficiency/Physical Test will be reimbursed single IInd class railway fare from the nearest railway station of the mailing address to the place of Written Test and Skill/Proficiency/Physical Test and back by the shortest route on production of ticket, provided the distance is not less than 30 Kms.
3. Candidates are exempted from payment of application fee.

F. Age Limit :

1. Certificate issued by a Board of Secondary Education for passing Matriculation/Higher Secondary shall be the only acceptable document in support of proof of age.
2. Minimum 18 years and upper age limit will be reckoned as 31 years.
3. PwBD candidates will be allowed age-relaxation up to 10 years.
4. Relaxation in age for Ex-Servicemen will be allowed as per Govt. guidelines.
5. Age relaxation of a period equal to minimum years of experience notified against a post shall be allowed.
6. Training period will not be counted towards experience. However, period of Apprenticeship training in an industry covered under the experience criteria notified in this advt. relevant to a post will be considered for relaxation in age.
7. A period of Apprenticeship training in an industry covered under the experience criteria notified in this advt. relevant to a post may be considered as experience. However, in such cases, relaxation towards age shall not be available.

G. Date of reckoning Eligibility criteria:

1. The date for the purposes of possession of experience, qualification and meeting age criteria shall be **30-11-2017**.

H. Pay and Perquisites:

1. Trainees will be entitled to membership of PF Trust and other benefits as per Corporation rules.
2. Upon being assigned regular scale of pay, candidates shall be entitled to Basic Pay, Industrial Pattern of DA, other allowances/ benefits including HRA/ subsidized housing accommodation (as per availability), Medical Facilities, Productivity/Performance Related Pay, Gratuity, Contributory Provident Fund, Employees' Pension Scheme, Group Personal Accident Insurance, Leave Encashment, Leave Travel Concession/ LFA, Contributory Superannuation Benefit Fund Scheme, House Building Advance, Conveyance Advance/ Maintenance Reimbursement, Children Education Allowance etc., as per Corporation Rules.

I. Selection Methodology:

1. Selection will be on the basis of performance in the Written Test of 02 (two) hours duration and Skill/Proficiency/Physical Test (SPPT) which will be of qualifying nature.
2. A candidate will have to secure a minimum of 30% marks in the Written Test to qualify for further consideration.
3. Obtaining minimum qualifying marks in the Written Test does not confer any right or claim by the candidate for being shortlisted for further consideration or the final selection, as the same is related to number of positions, ratio applied and relative performance.
4. Short-listed candidates, in the ratio of 1:2 (two candidates for one post) subject to securing minimum qualifying marks in the written test, will be required to undergo a Skill/Proficiency/Physical Test (SPPT). The SPPT for each discipline shall be conducted by a duly constituted committee.
5. In case of tie of marks in the written test for the last position on the Shortlist for SPPT, all such candidates shall be called for the SPPT, even if the total number exceeds the prescribed ratio. If such a situation arises anywhere before the last position while drawing a list, the last name/last few names, in proportion to the prescribed ratio, will get eliminated.
6. Merit list shall be drawn on the basis of marks obtained in the written test from & out of the said short-list; only for such candidates who qualify in the SPPT.
7. In case of tie of marks for the last position on the Merit List, the candidate with prior date of birth (senior by age) shall find a place in the Merit list. However, the name of the junior shall also be retained in the said Merit List, as the last name. If such a situation arises anywhere before the last position while drawing a list, the last name/last few names in the list, in proportion to the prescribed ratio, will get eliminated.
8. Reservation for PwBD and Ex-Servicemen candidates will be applied as per Govt. guidelines.
9. The candidature of the applicant would be provisional and subject to subsequent verification of certificates/ testimonials, experience etc. At any stage of the selection process, if it is found that the candidate has furnished false or incorrect information, the candidature/appointment of the candidate will be cancelled.
10. Filling up of vacancies is solely at the discretion of the management based on suitability of candidates and no claim will arise for appointment, if some of these vacancies are not filled due to unsuitability of available candidates or insufficiency in number of candidates.
11. The decision of the Management will be final and binding on all candidates on all matters relating to eligibility, acceptance or rejection of the application, mode of selection, cancellation of the selection process either in part or full, etc. No correspondence will be entertained in this regard.

J. Pre-Employment Medical and Physical Fitness:

1. Candidates are advised to ensure that they are medically fit as per Indian Oil's pre-employment medical standard. Candidates are advised to go through the "Guidelines and Criteria for Physical Fitness for Pre-employment medical examination" and satisfy themselves of meeting the fitness criteria before starting the application submission process before they commence the application process. The guidelines are available in the following link:

http://www.iocl.com/PeopleCareers/Preemployment_Guiding_Principles11th_mar_2011.pdf

K. Liability to Declare:

1. Candidates with reported ailments, deficiencies or abnormalities and also those with finding of not meeting the physical fitness criteria as above shall make a declaration to this effect while submitting their application.
2. A candidate found UNFIT during medical examination conducted by any refinery unit while seeking engagement as an apprentice in the past shall also be required to declare the same with reasons for being declared UNFIT.
3. Candidates have to necessarily declare in case he has been arrested, prosecuted, kept under detention or fined, convicted by the Court of law for any offence debarred / disqualified by any Public Service Commission from appearing in its examination.

L. General Instructions:

1. Candidates are advised to carefully read the full advertisement for details of educational qualification and other eligibility criteria before submission of on-line application.
2. A candidate employed in Govt./Govt. Departments/PSUs/Autonomous Bodies will be required to submit '**No Objection Certificate**' (as mentioned in the checklist of the documents to be submitted along with the print out of online application form), failing which the candidate will not be allowed to appear in the Skill/Proficiency/Physical Test. Such candidates, if offered an appointment, shall be required to submit proper '**Release Order**' from their employer at the time of joining, without which they will not be allowed to join.

M. How to Apply: On-Line Application Form:

1. Before applying on-line, a candidate must have an active email ID and a mobile phone number which must remain valid for at-least twelve month period for future communication (including issue of call letters).
2. The candidate should have the relevant documents/certificates pertaining to age, qualification, caste, experience, and scanned copy of colour photograph and signature in jpg format (size not exceeding 50 KB) ready before applying on-line. The photo and signature in digital form will be required to be uploaded.
3. Candidates meeting the prescribed eligibility criteria for a post may visit the website www.iocrefreruit.in and apply on-line on IOCL website, which will remain open from **03-11-2017** to **23-11-2017**. Only online mode of applications will be accepted.
4. After successfully applying/registering on-line applications, the candidate must take a print out of the filled in on-line application form. The print out along with all supporting documents as mentioned in the check list attached to the application form is required to be sent by ordinary post to **Dy. General Manager (HR), Gujarat Refinery, Indian Oil Corporation Ltd., PO: Jawaharnagar, Dist: Vadodara – 391 320, latest by 04-12-2017**. Printout of online application along with the supporting documents received after **04-12-2017** shall be treated as "Rejected".
5. Candidates are advised to carry a copy of the application with originals & self-authenticated copies of all testimonials and produce the same at the time of SPPT for verification.
6. Incomplete applications, applications not supported by copies of relevant documents, applications not fulfilling the eligibility criteria or applications received after the last date of receipt of applications (in physical form) shall be treated as "Rejected".
7. Candidates shall note that the documents sent to any other address or sent as a registered letter, shall stand automatically rejected.
8. Further information regarding written examination, call letters, results, etc shall be made available through this website/ over email. Candidates are, therefore, advised to keep visiting the website regularly.
9. Canvassing in any form is liable to render the candidate ineligible. Queries, if any, may be addressed to the following e-mail id :jr-recruitment@indianoil.in Contact No. 0265-223 8154/ 0265-223 7148/0265-223 7143.

IMPORTANT DATES

DATE OF OPENING OF ON-LINE APPLICATION	3rd November 2017
LAST DATE OF SUBMISSION OF ONLINE APPLICATION	23rd November 2017
LAST DATE OF RECEIPT OF PRINTOUT OF ONLINE APPLICATION ALONG WITH NECESSARY ENCLOSURES	4th December 2017
LIKELY DATE OF WRITTEN TEST FOR ALL POSTS AT VADODARA	24 th December 2017
TENTATIVE DATE OF UPLOADING OF WRITTEN TEST RESULT	2 nd January 2018
TENTATIVE SCHEDULE FOR SKILL/PROFICIENCY/PHYSICAL TEST (SPPT) FOR ALL POSTS AT VADODARA	9 th January 2018
TENTATIVE DATE OF UPLOADING OF FINAL SELECTION RESULT	11 th January 2018

Please appreciate that only such queries would be replied to which are relevant and have not been addressed in the above advertisement. Also, applicants are requested not to send any query which is not connected with the vacancies advertised herein.

Canvassing in any form is liable to render a candidate ineligible

Be Aware of Frauds

Recruitment in Indian Oil is undertaken only through Employment Exchange/ Press Notification.