



IndianOil

IndianOil Corporation Limited
(Research & Development Centre), Faridabad
(Advt. No R&D/94) – For Officer/ Non-Officers

Advertisement for Six Non-Officers & One Officer

Indian Oil Corporation Limited is the leading Indian largest commercial enterprise in India and a Fortune 'Global 500' company ranked at the 161st position in the year 2016 and meeting India's energy demands for over half a century.

The IndianOil Group owns and operates 11 of India's 23 refineries with a combined refining capacity of 80.7MMTPA. With 33,000 strong workforce, IndianOil has been helping to meet India's energy demands for over half a century. With a corporate vision to be the Energy of India, IndianOil closed the year 2015-16 with a sales turnover of Rs. 4,99,601 crore and net profits of Rs 10,399 crore.

The Corporation's cross-country pipelines network, for transportation of crude oil to refineries and finished products to high-demand centers, spans about 11,750 km.

The Corporation has a portfolio of leading energy brands that includes Indane LPG cooking gas, SERVO lubricants, XTRAPREMIUM petrol, XTRAMILE diesel, PROPEL petrochemicals, etc. Besides IndianOil, both SERVO and Indane have earned the coveted Superbrand status.

IndianOil's sprawling R&D Centre at Faridabad near Delhi is one of Asia's finest, and plays a key role in supporting the Corporation's, business interests by developing economical, environment friendly technology solutions. It has won recognition for four decades of pioneering work in lubricants formulation, refinery processes, pipeline transportation and alternative fuels, and holds 454 active patents, of which 270 are international patents.

A) Recruitment of Non-Officers:

Online applications are invited from bright, energetic and result oriented candidates of Indian Nationality for the following positions at IndianOil R&D Centre in the regular Scale of Pay: Rs.11900–32000.

Post Code	Name of Post	Number of Vacancies	Category-wise Reservation Requirement			
			SC	OBC - NC	UR	PWD
01	Jr. Engineering Assistant (Chemical)	04	1	1	2	0
02	Jr. Engineering Assistant (Mechanical)	02	0	1	1	0

The number of vacancies indicated may increase or decrease at the discretion of management and accordingly the reservation requirement will also undergo change.

Qualification:

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

Post Code	Post	Prescribed Parameters – Qualification as Regular Full time course only – (From Indian Universities/ Institutes only)
01	Jr. Engineering Assistant (Chemical)	Minimum 3 years Full-time, Regular/ Sandwich Diploma in Chemical Engineering from a recognized University / Institute with minimum 50 percent marks in aggregate for General, OBC, PWD & ST candidates and 45 percent marks in aggregate in case of SC candidates against reserved positions
02	Jr. Engineering Assistant (Mechanical)	Minimum 3 years Full-time, Regular/ Sandwich Diploma in Mechanical Engineering from a recognized University / Institute with minimum 50 percent marks in aggregate for General, OBC, PWD, SC & ST candidates

Indian Oil R&D Centre Management reserves the right to raise the qualifying criteria in order to restrict the number of candidates to a reasonable level.

Age:

Minimum 18 years and Maximum 26 years as on **31.10.2016**

Selection Methodology:

Depending on number of candidates fulfilling all criteria as mentioned above for the post (based on the scrutiny of applications), candidates will undergo a one-tier/ two-tier selection process for selection to the post. The two tier process may comprise of a written test (depending on the number of eligible candidates for the post) followed by a Trade Test cum Professional Interaction. Candidates will have to secure a minimum of 40% of marks for qualifying in the Written Test (relaxed by 5% for candidates applying against reserved positions). The Trade Test-cum-Professional Interaction will be of qualifying nature.

The final selection/Offer of appointment will be based on the candidate's overall performance and medical fitness by IndianOil designated Physician and subject to fulfillment of other eligibility criteria with respect to academic qualification, age, No Objection Certificate/ Clear release order from previous employers etc. as may be applicable. Candidates will have to qualify through each stage of selection process successfully.

Placement:

Selected candidates will be placed on a minimum basic Pay of Rs. 11900/- in the Grade IV pay scale of Rs. 11900-32000. Besides Basic Pay and Industrial DA, the other allowances / benefits are applicable as per rules of the Corporation.

Application Fee:

Only Candidates belonging to **General and OBC categories** are required to deposit **Rs 100/-** as application fee. The fee is to be submitted **on-line through SBI E-Collect** using either **SBI Debit Card** or through **Net-Banking** or at the SBI Branch after selecting "**Pay at Branch option**". **Fee, once paid, will not be refunded under any circumstances.**

SBI E-Collect payment mode of IndianOil R&D Centre is titled as "**RECRUITMENT RnD FARIDABAD**". **Applicants can make payment** by clicking on "**RECRUITMENT RnD FARIDABAD**" link at **IndianOil SBI E-Collect site**. The **Bank Charges** as applicable have to be borne by the candidates.

Concessions & Relaxations:

- ✓ Reservation of posts for SC/OBC (Non-Creamy Layer) as per Govt. Directives.
- ✓ Reservation/concession/relaxation of Ex-servicemen shall be applicable as per Govt. Directives.
- ✓ Age relaxation of 10 years for PWD applicants, 5 years for SC applicants, 3 years for OBC applicants.
- ✓ Age relaxation of 5 years for applicants domiciled in Jammu & Kashmir between 1.1.1980 & 31.12.1989.
- ✓ Exemption from payment of application fee for SC/ST/PWD/ Ex-servicemen applicants.
- ✓ Outstation SC/ST/PWD candidates called for written test/ Trade Test-cum- Professional Interaction will be reimbursed single 'to & fro' 2nd class Rail/Bus fare by the shortest route on production of tickets/ticket number provided the distance is not less than 30 kms from the mailing address.

Note: Candidates belonging to reserved category and applying against 'un-reserved' vacancies shall not be given any relaxation otherwise applicable to such categories.

HOW TO APPLY

- No manual applications would be entertained
- The online application shall be available under "**What's New**" Section on www.iocl.com (home page of Corporate Website of Indian Oil) and also on "**Indian Oil for Careers**" link.
- Candidates should read the instructions carefully and fill-in the on-line application form giving accurate information. The candidate shall be wholly/ exclusively responsible for the information/ details so filled/ provided in his online application form.
- The link will remain active from **15-11-2016 00.00 hrs to 16-12-2016 23.59 hrs**
- The applicants should have the **relevant documents** like percentage of marks obtained in the qualifying examination, caste/sub-caste certificate, date of issue, name of issuing authority, state of origin, experience details etc. **readily available** with them before they commence the ONLINE application process. However all relevant documents will be verified with true copy/ original at the time of Trade Test cum Professional Interaction.
- Candidates should additionally have a valid Email Id, Mobile No. and scanned copy of their recent signature and passport photograph. The filling of online application contains two parts:

Part I Registration (Primary)

- In Part I (Registration I) - Candidates will have to fill personal information, address for communication and details on educational qualification etc. Candidates must check the details carefully and make corrections, if any, before final submission.

- The age of the candidates, for eligibility, will be calculated as on **31.10.2016**.
- General & OBC Candidates are advised to complete the preliminary registration atleast three (3) days prior to the closing date of online application, to enable sufficient time for payment of application fee and uploading of signature & photograph.
- On successful completion of the primary registration, a **unique registration number** will be generated which should be kept safe for future reference.
- Candidates have to give their Email Id and Mobile No. on which all the communication will take place.
- Candidates are advised to mention their experience by entering the dates duly in "from" and "to" column starting from the **most recent organization**. Space has been provided to accommodate experience up to 4 organizations in the on-line application format. If a candidate has worked in more than 4 organizations, the experiences at the beginning of their career may be clubbed together in the last column.
- The duration of experience if any will also be counted till 31.10.2016. Only the full-time work experience after **announcement of result of qualifying degree examination** will be considered as a valid experience.
- Internships viz. industrial training/ summer internship etc undertaken as part of academic requirement will not be considered as valid experience.
- General & OBC candidates can fill Part II registration only after successful payment of application fee and its acknowledgment from IndianOil.
- SC/ST/PWD/ Ex-servicemen will be directly re-directed to Part- II registration as they are exempted from payment of application fee.

Note: *The candidate has to login through the "Applicant Login" section and complete the remaining stages of the application process.*

Payment Gateway:

- On successful completion of the primary registration and generation of unique registration number, the payment gateway can be accessed by clicking on the link **"Proceed to payment Gateway"**.
- **The payment gateway can also be directly accessed through the following link:**
<https://www.onlinesbi.com/prelogin/icollecthome.htm?corpID=7285>
- General and OBC candidates will need to deposit a non-refundable fee of **Rs 100/-** as application fee after selecting **"RECRUITMENT RnD FARIDABAD"** under "Payment Category" from the drop down.
- The fee is to be submitted **on-line** through SBI e-Collect using either **SBI Debit Card** or through **Net-Banking** or by selecting **"Pay at Branch option"**. Candidates opting for **"Pay at Branch option"** can download the challan and submit the application fee at the branch.
- Candidates may refer "Guide to payment gateway" available on recruitment website for detailed procedure before making payment.

Part II Registration (Signature & Photograph upload)

- After successful payment, an email, **confirming the payment status** will be sent to the candidates (within 48 hours). (Not applicable for SC/ST/PWD/ Ex-servicemen candidates)
- Log into the portal with the generated Registration No. and Date of Birth.
- The candidates should complete the remaining application process like **uploading of signature & photograph, preference of Examination Centre** on receipt of confirmation mail mentioned above.
- Applicants should take a print out of completed application and keep the same for future reference. Applicants **are not** required to send the printout to offices of IndianOil.

Note : *All relevant documents like Date of Birth, Qualification, Caste certificate, Experience, NOC etc as applicable will be verified with true copy/ original at the time of Trade Test cum Professional Interaction.*

General Instructions

1. Qualification should have been obtained only as a regular student of a full time course (not through distance mode or part time).
2. Wherever CGPA/OGPA/DGPA or letter Grade in a Degree/ Diploma is awarded, its equivalent percentage of marks must be indicated in the application form as per norms adopted by University / Institute / Board.
3. The percentage of marks should be calculated as per norms adopted by respective University / Institute / Board.
4. **Candidates with qualification higher than OR other than Diploma mentioned above will not be considered for the post.** Candidates possessing higher professional qualifications such as BE or equivalent, ME

- or equivalent, PhD, MBA or equivalent, or MCA or CA/CS/ICWA etc. shall not be considered. Suppression of information regarding possession 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.
5. Applicants presently employed in Govt. Departments / PSUs / Autonomous Bodies must submit "No Objection Certificate" from their current employer at the time of Trade Test-cum- Professional Interaction and clear release order from the employer at the time of joining.
 6. Latest caste certificate issued by competent authority needs to be produced by reserved category candidates in the Performa prescribed by the government.
 7. The applicants must have an active e-mail id, which must remain active till the completion of the recruitment process. All communications with the candidates will take place through e-mail only. IndianOil will not be responsible for bouncing of any e-mail sent to the candidates.
 8. The candidates will be informed about upload of call letter for written test/ Trade Test cum Professional Interaction etc. through e-mail. However candidates are advised to log on to www.iocl.com for updated details on the recruitment process.
 9. The shortlisted candidates will be required to access the link sent on their e-mail, enter their details and download & take a print out of admit card/ call letter of written test/ Trade Test cum Professional Interaction from the website and carry along original valid photo ID proof for verification during the written test/ Trade Test cum Professional Interaction venue. Alternatively the link for downloading admit card/ call letter can be accessed directly after logging on to www.iocl.com .
 10. Applicants not found to be meeting the prescribed eligibility criteria shall be rejected at any stage of selection process. Any applicant submitting false/ incorrect information shall be rejected during any stage of selection process.
 11. The decision of the management in all matters relating to eligibility, acceptance or rejection of the application, mode of selection etc. will be final and binding on all the candidates and Management will not entertain any enquiry or correspondence in this regard.
 12. Candidates are hereby informed that **Corrigendum/ Addendum** etc., if any, 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.
 13. Candidates who are registered with Local Employment Exchange(s)/ District Sainik Resettlement Board/ Vocational Rehabilitation Centre for Persons With Disabilities (PWD) and meeting the prescribed eligibility criteria, whose names are sponsored to R&D Centre against the notification are advised to apply online as per the advertisement, failing which their candidature will not be considered.
 14. Reservation of vacancies for Ex-servicemen candidates shall be as per Govt. directives issued from time to time. Ex-servicemen fulfilling eligibility criteria can apply against the above post along with relevant service certificates, discharge certificate and educational qualification documents prescribed above. Ex-servicemen applying for the above vacancies must submit a certificate indicating the equivalence of their educational qualification to that of the educational qualification advertised at the time of document submission/verification which will be done at the time of Trade Test cum Professional Interaction.
 15. At the time of Trade Test cum Professional Interaction, for claiming the benefit of OBC category, the candidate should submit latest caste certificate as per the Performa prescribed by Govt. of India, which would, among others, specifically mention that the candidate does not belong to the persons/sections (creamy layer) as mentioned in column 3 of the schedule to the Department of Personnel and Training in the Government of India OM No. 36012/22/93-Estt. (SCT) dated 8.9.1993 and revised guidelines issued from time to time.
 16. Candidates belonging to OBC Category but falling in creamy layer are not entitled to OBC reservation benefits. Accordingly such candidates may choose to apply under "Unreserved" category for the positions provided they meet the age criteria applicable to unreserved candidates and indicate their category as "UR". IndianOil being a Govt. of India, Public Sector Undertaking, only those community that are mentioned in the common / Central list of OBC prepared by Central Govt. shall be treated as OBC for the purpose of reservation.
 17. IndianOil reserves the right to cancel any/all vacancies without assigning any reason thereof. The no. of vacancies can increase or decrease keeping in view the manpower & staffing requirements.
 18. Canvassing in any form will be considered as a disqualification.
 19. The vacancies & reservation indicated above is tentative and may increase or decrease in the relevant categories at the absolute discretion of management and in compliance with Presidential Directives on reservation at the time of appointment.
 20. Applications submitted through **online** application system will only be considered.
 21. Candidate should apply for ONE POST only. Candidates applying for more than one post/ discipline will not be considered and such applications will be rejected.

B) Recruitment of Officer in Fuel Cell Area:

Applications in **Hard Copy** are invited from **Indian Nationals** desirous of a **career in Research & Development** for the position listed below. The Corporation offers excellent opportunities for individual growth and contribution based on performance and potential.

Area	No. of Post & Reservation Status	Qualifications & experience
Fuel cell Post Code -FC02 Dy. Manager Research (Gr C) / Senior Research Officer (Gr. B) (See Note 1)	1 (One) (OBC-1)	<p>Qualifications*: Masters degree in Mechanical Engineering from a recognized University / Institute / Board</p> <p>With minimum 65% marks in graduation as well as in Post-graduation</p> <p>Experience(Essential): Minimum 6 years of experience after M.Tech for Grade C preferably in the area of Hydrogen / Fuel Cell Minimum 3 years of experience after M.Tech for Grade B preferably in the area of Hydrogen / Fuel Cell</p> <p>Upper Age Limit: For Grade C: 39 Years (Already relaxed for OBC as per rules) For Grade B: 35 Years (Already relaxed for OBC as per rules)</p> <p>NOTE 1: Candidates will be considered for Grade C/B based on the candidate's experience and age profile.</p> <p>In case of Ph.D, research work carried out during Ph.D will not be considered as work experience. In case of candidates with Masters Degree, experience will be counted from the date of successful completion of their Masters degree.</p>

***Qualification** should **only be obtained through Full Time Regular Course** from a recognized University / Institute / Board. Qualifications obtained through distance / Part time will not be considered.

Physical Fitness:

Desirous candidates seeking employment with IndianOil need to be **medically fit** as per **IndianOil's pre-employment medical standard**. Candidates are advised to go through the '**Guidelines and Criteria for Physical Fitness for Pre-employment medical Examination**' before they commence the application process. The guidelines are available in the following link:

http://www.iocl.com/PeopleCareers/Pre-employment_Guiding_Principles11th_mar_2011.pdf

Selection Methodology:

Depending on number of candidates fulfilling all criteria as mentioned above for the post (based on the scrutiny of applications), candidates will be required to undergo a one-tier/ two-tier selection process for selection to the post. The two tier process may comprise of either a written test or preliminary personal interview (again depending on the number of eligible candidates for the post) followed by a final personal interview. The personal interview / interaction will assess the technical, research Knowledge/ experience/ aptitude and behavioral competencies of the candidates as applicable to the post.

The final selection/Offer of appointment will be based on the candidates performance in Personal interview, being declared as medically fit by IOCL designated Physician, availability of vacancies in various positions advertised, and subject to fulfillment of other eligibility criteria with respect to academic qualification, age, work experience, clear release order from previous employers, NOC (from present employer, in case of candidates working in govt./quasi-govt./PSU) as may be applicable. Candidates will have to qualify through each stage of selection process successfully.

Emolument & Placements:

Selected applicants will be placed in the pay scale mentioned below:

Current pay scale is given below:

S.No	Position	Salary Grade	Salary Scale (in Rs.)
1	Dy. Manager Research (DMR)	C	32,900-58,000*
2	Sr. Research Officer (SRO)	B	29,100-54,500*

*- Candidate selected for respective positions will be placed in salary scale stated above.

Besides Basic Pay, the applicant will be entitled for Industrial DA and perquisite and allowances as admissible in the grade, Performance Related Pay, HRA, Medical Coverage, Gratuity, Provident Fund, Group Pension Accident Insurance, House Building Advance, Conveyance Advance, etc. as per rules.

Coverage under superannuation benefit fund scheme and Post-retirement medical benefit facility shall be subject to meeting the eligibility criteria as laid down by the Department of Public Enterprises (DPE), Govt. of India in this regard.

Service Liability:

Selected candidates for the positions will have to execute a bond of Rs. Fifty Thousand to serve the Corporation for a minimum period of three years from the date of joining.

Concessions/Relaxations:

- Reservation of posts for PH (degree of disability 40% or above) as per Govt. Directives.
- Reservation of Ex-servicemen shall be applicable as per Govt. Directives.
- Additional 10 years age relaxation for PH applicants.
- Age relaxation of 5 years for applicants domiciled in Jammu & Kashmir between 1.1.1980 and 31.12.1989.
- Exemption from payment of application fee for PH applicants.

General Instructions:

- 1) Only Indian Nationals need to apply. Those applicants who are presently residing outside India must submit valid proof of their being an Indian Citizen – such as copy of valid Indian Passport.
- 2) Only **Post-Qualification Experience** will be considered for the purpose of calculation of period of work experience.
- 3) In case of Ph.D candidates, experience will be counted from the date of successful defense of their Ph.D dissertation / thesis. It is **mandatory** for candidates possessing Ph.D qualification to mention the **date of successful defense of Ph.D** in their application. In case of candidates with Masters Degree, experience will be counted from the date of successful completion of their Masters degree.
- 4) The percentage of marks should be calculated as per norms adopted by respective University / Institute / Board.
- 5) Person with Disability can also apply against this post.
- 6) Candidates with higher qualifications, publications/ patents to credit at international levels, notable achievements at work, work experience in national/international laboratory may also apply.
- 7) Applicants must have consistent good academic record. Applicants having published work in national/international journals of repute should submit details with application.
- 8) Wherever CGPA/OGPA/DGPA or letter grade in a degree is awarded, its equivalent percentage of marks must be indicated in the application as per norm adopted by the University / Institute / Board. A copy of such formula must be attached with the marksheet.
- 9) Candidates who have submitted their M.Tech thesis and are awaiting defense of M.Tech thesis or awaiting result as on **31.10.2016** will not be considered eligible.
- 10) Applicants presently employed in Govt. Deptt / PSUs / Autonomous Bodies will need to submit NOC from their current employer at the time of interview.
- 11) Applicants belonging to OBC category but coming in Creamy Layer will not be entitled to the benefit of reservation.
- 12) Minimum percentage of marks in the qualifying examination prescribed above is relaxed to 55% for PH category applicants.
- 13) Incomplete applications not supported by self attested copies of relevant documents in support of age, qualifications (Mark sheet/degrees), experience and caste certificate (in case of OBC/PH), not fulfilling the eligibility criteria or those received after the last date of receipt of applications shall not be considered and treated as "Rejected".
- 14) In case any certificate/ testimonial has been issued in any other language other than English/ Hindi, the candidate must submit a self-certified translation copy of the same either in English or Hindi.
- 15) The age, qualification & experience for the above post shall be reckoned as on **31.10.2016**.
- 16) Outstation applicants called for interview will be reimbursed 2 tier AC Rail fare or actual Bus fare by the shortest route, provided the distance travelled is not less than 30 km on production of actual rail/Bus ticket from mailing address/place of present posting.
- 17) In case of candidates coming from overseas, reimbursement of fare will be limited to 2 tier AC Rail fare or actual Bus fare by the shortest route for inland travel from port of arrival.
- 18) The decision of the management in all matters relating to eligibility, acceptance or rejection of the application, mode of selection will be final and Management will not entertain any enquiry or correspondence in this regard.
- 19) IOCL reserves the right to not fill any of the above post advertised at any stage of the selection process.
- 20) Canvassing of any kind shall disqualify the candidate.

The vacancies and reservation indicated above is tentative and may increase or decrease in the relevant categories at the absolute discretion of management and in compliance with Presidential Directives on reservation at the time of appointment.

How to Apply (Recruitment of Officer in Fuel Cell Area):

- 1) Only those applicants who fulfill the eligibility criteria should submit typed/computer printed applications strictly in the prescribed format (attached) to **Indian Oil Corporation Limited, R&D Centre, Post Box No. 720, Escorts Nagar Post Office, Faridabad-121007**. Since the applications will be received through Post Box, **DO NOT SEND THE APPLICATION THROUGH COURIER.**
- 2) Please mention correct and active email-id/ contact number for various communications. Candidates must have an active email-id which must remain active till the completion of the recruitment process. All communications with the candidates will take place through e-mail only. IOCL will not be responsible for bouncing of any e-mail sent to the candidates.
- 3) OBC candidates are required to pay a non-refundable application fee of Rs. 300/- (Rupees three hundred only) as application fee drawn on State Bank of India, Faridabad (Code 10449) in favor of INDIAN OIL CORPORATION LTD., R&D CENTRE payable at Faridabad. PH applicants are exempted from payment of application fee. Write name and address on the reverse of Demand Draft. MO / IPO or any other mode of payment or DD drawn on banks other than SBI will not be accepted.
- 4) Please **write the post applied for** on the top left-hand corner of the envelope.
- 5) Applications not received within stipulated date or Application received without photograph / Demand Draft / attachments / proper documents will be rejected without any further communication.
- 6) The envelope with documents **must reach the above Post Box latest by 16.12.2016**.
- 7) The prescribed format for sending the application can be downloaded by clicking on the following link:
[Download Application Form for DMR/ SRO](#)

Information Common to Advertisement for Six Non-Officers & One Officer in Fuel Cell

Contact Person: Shri Pritish Vats
Sr. Employee Relations Officer
IOCL R&D Centre,
Tel: 0129-2225691

LAST DATE FOR RECEIPT OF APPLICATIONS for all the positions advertised above: 16.12.2016

While applying for a post in response to this advertisement, candidates must ensure that they fulfill the eligibility criteria and other norms for the said post and must ensure that all particulars filled by them in the application format are correct and complete in all respects. Personal details (date of birth), educational qualification etc. of the short-listed candidates will be verified at the time of Personal Interview. The candidates not meeting the above mentioned criteria relating to age, educational qualification etc. will not be considered for further selection process. Any false/ miss-representation of information on the above mentioned parameters by any candidate will result in rejection of his/ her candidature at any stage of selection process. The decision of our official, responsible for verifying the documents will be considered final in this regard.

If any of the above shortcomings are detected even after appointment, his / her services are liable to be terminated without any notice.

In case of any discrepancy, the English version Advertisement uploaded on www.iocl.com will be treated as Final.

Court of Jurisdiction for any dispute with reference to this recruitment advertisement will be at Faridabad, Haryana.

Values at the core of our Business: Care, Innovation, Passion, Trust.