



**INDIAN OIL CORPORATION LIMITED**  
(Refineries Division)  
**BARAUNI REFINERY**  
P.O.: Barauni Oil Refinery, Dist. Begusarai – 851114, Bihar.  
(A GOVT. OF INDIA UNDERTAKING)

**ADVERTISEMENT NO. : BR/SRD/PWD/2016**

**SPECIAL RECRUITMENT DRIVE FOR PERSONS WITH DISABILITY (PWDs)**

Applications are invited from Indian Nationals fulfilling the eligibility criteria mentioned against respective posts at Barauni Refinery:

Post Code	Name of the Post	No. of Vacancies	Nature of PWD category*	Break-up of likely Reservation			
				SC	ST	OBC (NCL)	UnReserved
PWD/01	Junior Materials Assistant-IV	01	OH-OL,OA / HH-PD	00	00	01	00
PWD/02	Junior Engineering Assistant-IV (Electrical)	01	OH-OL,OA / HH-PD	00	00	01	00
PWD/03	Junior Engineering Assistant-IV ( Mechanical)	01	OH-OL,OA / HH-PD	00	00	01	00

\*OH-OL, OA : Orthopedically Handicapped- One Arm, One Leg

\*HH-PD: Hearing Handicapped- Partially Deaf

**Note:**

- The above vacancies are reserved for Persons with Disabilities (PWD) candidates only; other candidates need not apply.
- Candidates should specifically mention the nature of disability in the appropriate box in the prescribed application form. **Disability of the candidates should not be less than 40% of relevant disability. Candidates should enclose an attested copy of disability certificate** issued by a Medical Board constituted by the Central / State Government. Failing this, their applications shall summarily be rejected.
- Female PWD candidates can apply ONLY against Post code PWD/01 i.e. Junior Materials Assistant-IV.**
- The applicant must have passed the prescribed qualification (Full Time) from recognized Indian University / Institute / Board as a regular course.
- The indicated number of vacancies, along with corresponding reservations, may either increase or decrease at the discretion of management.
- All the above notified vacancies involve working in operations and maintenance activities in Plant area (including rotating shifts, as required).
- Candidates possessing professional qualifications such as BE/ B. Tech. / B.Sc. (Engineering)/MBA/MCA or similar professional qualification applicable in IOCL for recruitment in induction level post of Engineer/Officer in Grade 'A' shall NOT be considered as eligible.**
- Candidates with Two Years Diploma/ Sandwich Diploma Course/ Qualification acquired through Distance Learning Mode or Part Time Mode shall not be considered.
- Reservation of vacancies for Ex-servicemen candidates as per Govt. Directives issued from time to time.

**I. 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 **30-04-2016** for each post is given below:

S. N	Post	Essential Qualification	Experience **
01	<b>Junior Materials Assistant-IV</b>	3 years Diploma in Mechanical/Electrical/ Instrumentation Engineering	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.

S. N.	Post	Essential Qualification	Experience **
02	<b>Junior Engineering Assistant-IV (Electrical)</b>	3 years Diploma in Electrical Engg.	Minimum one year of post qualification experience in operation/maintenance of Power Generators/ Distribution Substations (LT & HT at 0.4 KV & 6.6 KV level or above respectively)/ Maintenance of HT/LT Switch gears (PCC/MCC)/ Transformers, Motors/ACBs/VCBs/UPS/ Battery Chargers/Variable speed drives/protective relays including electromagnetic/Static/ Numerical relays in Petroleum Refinery/ Petro-chemicals/ Heavy Chemical/Fertilisers/ Power Plants/large industrial establishments.
03	<b>Junior Engineering Assistant-IV (Mechanical)</b>	3 years Diploma in Mechanical Engineering or Matric with ITI in Fitter Trade	Minimum one year of post qualification experience for Diploma and 2 years experience for Matric with ITI ( Fitter) in maintenance/overhauling of rotary equipments such as Compressors, Gas/Steam Turbines, Boilers, Columns, Valves, Pumps, Mechanical Seals, Dry gas seals, Bearings (Journal/Antifriction), Safety valves etc. in a Petroleum Refinery/ Petro-chemical/ Heavy Chemical/Fertilisers/ Power Plants/large industrial establishments.

Above posts may be operated in rotating shifts, as per requirement.

\*\* Such candidates with prescribed qualification but without prescribed experience or lesser experience, meeting other eligibility criteria may also apply. In the event of non-availability of candidates, such applicants shall be considered for appointment as Trainees as mentioned below.

**III. AGE LIMIT (as on 30-04-2016):** • **Minimum 18 years and maximum 39 years**, as on **30-04-2016**, (inclusive of 3 years relaxation for OBC candidates, for the posts reserved therein and 10 years relaxation for PWD category). • Age relaxation to the extent of period of experience notified will be given to the candidates of all categories, in addition to age relaxation otherwise applicable for OBC/PWD. • In respect of those who have duly completed apprenticeship training, age relaxation shall be allowed to the extent of relevant apprenticeship period. • Age relaxation for Ex-servicemen as per Government Directives.

#### IV. EDUCATIONAL QUALIFICATION:

- The prescribed qualification should be as a regular student of a full time course from a recognised Indian University / Government recognised Institute. Diploma in notified disciplines is to be of 3 year duration. Wherever Grades are awarded in the Diploma / Degree examination, its equivalent percentage of marks must be indicated in the application form as per the norms adopted by the University / Institute.
- Ex-Servicemen applying for the above vacancies **must** submit a certificate indicating the equivalence of their qualification to that advertised, failing which the application will be rejected, without further reference in this regard.

#### V. EXPERIENCE:

- The prescribed experience should be **post qualification**. “**Large Industrial Establishments**” would mean Industrial / manufacturing units whose investment in plant & machineries exceed Rs. 10 crores which has been in operation. **Copy of the relevant page of the last published Balance sheet of the establishment shall be attached with the physical application under self certification by the candidate.**
- Experience should be post-qualification only. However, the period of apprenticeship training in respect of candidates who have successfully completed Apprenticeship training under Apprentices Act, 1961 / Apprentices (Amendment) Act, 1973 in the relevant trade /discipline (except Fire & Safety) in any of IOCL Refineries or Industries as specified above in the Essential Qualification & Experience criteria for the relevant post shall be considered as experience. The candidature of only those candidates who have successfully completed Apprenticeship Training and have passed the All India Trade Test conducted by National Council

for Vocational Training (NCVT) or Certificate of Proficiency issued by BOPT /BOAT shall be considered. Age relaxation equivalent to the period of Apprenticeship training shall be given to Trade / Technician Apprentices. Further relaxation on account of experience is not admissible i.e. in no case, the period will be considered for both, in full or in parts.

#### **VI. PAY & PERKS:**

- Selected candidates will be appointed in the regular scale of pay in the Pay Scale of Rs. 11,900-32,000/- . In addition to the Basic Pay, D.A., HRA and other benefits like Provident Fund, Gratuity, Company Quarters, Children Education Allowance, LTC / LFA, liberalized medical benefits, productivity / performance linked incentive, leave encashment, conveyance allowance, superannuation benefits, Post Retirement Medical Attendance benefits etc. shall also be admissible as per the rules of the Corporation.
- Candidates selected as Trainees shall be paid a monthly consolidated stipend of Rs. 15,250/- during the period of Training. Other facilities / benefits will be regulated as per rules in this regard.

#### **VII. SELECTION METHODOLOGY:**

- Selection would be based on written test of 3 hours duration followed by Skill/Proficiency/ Physical Test of the short listed candidates, later being of 'qualifying nature' only. Candidates will have to qualify each stage of selection process successfully for being adjudged suitable for subsequent selection event / final selection i.e. Written Test (Minimum 40% marks, relaxable by 5% for PWD candidates) and Skill/Proficiency/ Physical Test and pre-employment medical fitness. The candidature of the applicant would be provisional and subject to verification of certificates / testimonials, experience etc.
- In the first phase, candidates with experience and who meet the eligibility criteria and qualify in the written test shall be called for the Skill/Proficiency/ Physical Test.
- In case of non-availability of candidates/sufficient number of candidates with prescribed qualification but without prescribed experience, management may consider engaging "Trainees" with all other conditions prescribed for the post remaining unchanged. Such candidates shall be put under specific training for a minimum period upto **18 months**, and upon successful completion of training shall be placed against regular scale of pay (Rs. 11,900-32,000).
- Candidates are advised to ensure that apart from the prescribed Physical disability, they are otherwise medically fit as per Indian Oil's Pre-Employment medical standards. Candidates are advised to go through the "*Guidelines & Criteria for Physical Fitness for Pre-employment Medical Examination*" before they commence the application process. The guidelines are available in the following link:  
[https://www.iocl.com/PeopleCareers/Pre-employment\\_Guiding\\_Principles11th\\_mar\\_2011.pdf](https://www.iocl.com/PeopleCareers/Pre-employment_Guiding_Principles11th_mar_2011.pdf)

#### **VIII. GENERAL:**

- Age, Qualification and period of Experience will be determined as on **30/04/2016**
- 1 year apprenticeship under Apprentices Act, 1961/ Apprentices (Amendment) Act 1973, in relevant area / discipline in any of IOCL Refineries or Industries as tabled above under 'Essential qualification & Experience' will be counted towards experience. Age relaxation equivalent to the period of Apprenticeship training undergone only in case of relevant area/industry/discipline shall also be given to Trade / Technician Apprentices. Further relaxation on account of experience is not admissible.
- **Candidates can apply against any one post only.** Candidates applying for more than one post will not be considered and such applications will be rejected.
- Employees of Govt. / Semi-Govt. /Public Sector Undertaking/Autonomous Bodies must apply through proper channel or produce "No Objection Certificates" from their employers at the time of Skill/Proficiency/ Physical Test failing which they shall not be allowed to appear in the Skill/Proficiency/ Physical Test. In case of final selection, "Release Order" shall be necessarily required from the employer at the time of joining.

- No application fee is payable.
- It is essential that candidates furnish their **mobile no. & email id on the application form failing which their candidature shall not be considered. Email id are to be compulsorily furnished as admit card for appearing for the written test for the eligible applicants shall be forwarded on their emails.** Original Admit Card shall be issued at the test venue upon production of the copy of the email version of admit card along with the identification proof, as prescribed. As all the communications related to the candidature for this recruitment shall be done through email, candidates are advised to essentially maintain their communication details viz. mobile no. & email id, as furnished in the application, at least for a period of 1 year as the same may be used for communicating with the candidates.
- **Tentative dates for Written Tests followed by Skill/Proficiency/ Physical Test at Begusarai (BIHAR): 29<sup>th</sup> May'2016 (SUNDAY).** The exact date and venue for Written test & Skill/Proficiency/ Physical Test shall be communicated separately. If required, updates may also be placed at "Latest job openings" under section "Careers" on our website [www.iocl.com](http://www.iocl.com) .
- Duration of written test will be for three hours. Only eligible candidates shall be called for the Written Tests and their names shall be placed on our website in advance.
- Candidates are required to periodically visit our website [www.iocl.com](http://www.iocl.com) from time-to-time for getting latest information with regards to Written test & Skill/Proficiency/ Physical Test or any other updates with regard to this selection process. No separate communication in this regard shall be issued.
- "Outstation\_PWD candidates called for written test / Skill/Proficiency/ Physical Test will be reimbursed 2<sup>nd</sup> Class Railway / Bus fare from the place of residence to the place of written test./ Physical test and back by the shortest route as per our rules, subject to production of rail / bus ticket(s) and the distance not being less than 30 kms.
- Incomplete applications, not supported by attested copies of relevant documents, not fulfilling the eligibility criteria or those received after the last date of receipt of applications shall not be considered 'Eligible' and treated as "Rejected". Canvassing of any kind shall disqualify the candidate.
- Caste certificate to be produced by reserved category candidates in the proforma prescribed by the Govt. and issued by Competent Authority only.
- For claiming the benefit of OBC-NCL ( Non-Creamy Layer) category in respect of application for posts having relevant reservation , the candidate should submit a latest caste certificate as per proforma prescribed by Govt. of India and issued by the competent authority, 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, Govt. of India OM No. 36012/22/93-Estt (SCT) dated 08.09.93. Being a Central Public Sector Undertaking, only those communities that are mentioned in the common list of OBC prepared by Central Govt. shall be treated as OBC for the purpose of reservation.
- Mere selection in written examination or Skill/Proficiency/ Physical Test or empanelment after the selection process shall not confer any right of appointment to the applicants.
- In case it is detected at any stage of recruitment or thereafter, that a candidate does not fulfil the eligibility norms and/or that he/she has furnished any incorrect/doctored/false, information/certificate/documents or has suppressed any material fact(s), his/her candidature will stand cancelled. If any of these shortcomings is/are detected even after appointment, his/her services are liable to be terminated.
- Appointment of selected candidates is subject to his/her being declared medically fit as per the requirement of the Corporation. All such appointments will also be subject to all relevant Rules/policies/guidelines of the Corporation.
- Decision of the Corporation in respect of all matters pertaining to this recruitment (including matters relating to eligibility, acceptance or rejection of the applications, mode of selection, cancellation of the selection process

either in part or on full etc.) would be final and binding on all candidates. No correspondence will be entertained in this regard.

- Any resultant dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated at Begusarai.
- PWD Candidates having requisite qualification and fulfilling eligibility criteria should send applications duly typed/neatly filled and signed in the **prescribed proforma** (A-4 size) with a latest passport size photo along with duly attested photocopies of certificates pertaining to age & caste, disability certificate, mark sheets / certificates (of all the years/semesters of Graduation / Diploma), proof of experience, attested copy of latest balance sheet of employer (as applicable). **Advt No., Post Code & Name of the post should be superscribed on the right side of the envelope.**
- Applications, through Registered/ Speed post, should be addressed to: **Chief Human Resource Manager, Barauni Refinery, Indian Oil Corporation Limited, PO: Barauni Oil Refinery, Distt. Begusarai. Pin Code 851 114.**
- **LAST DATE of receipt of applications: 5.00 p.m. on 05-05-2016.**
- For any query related to this advertisement , please write to **BRRECTTCELL@INDIANOIL.IN**

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[Download application form.](#)