



**INDIAN OIL CORPORATION LIMITED  
(REFINERIES DIVISION)  
BONGAIGAON REFINERY**

**Employment Opportunities for Ex-Apprentices of Bongaigaon Refinery, IOCL**

Advt. No: BGR/02/2018

Date: 24/12/2018

Apprentices of Bongaigaon Refinery, IOCL who complete their Apprenticeship training in the relevant trade on or before 31.12.2018 under the Apprenticeship Act, 1961/1973 and who meet the qualification, age criteria, etc. are advised to apply for selection process for consideration towards employment against regular vacancies in non-executive Grade IV in the Scale of Pay (Rs.11,900 - 32,000).

Post Code	Name of the Post	Discipline	#No. of Posts	Reservation
101	Jr. Engg. Asstt-IV (Production)	Chemical	46	UR: 24; SC: 3; ST:6; OBC(NCL):13
			7*	SC : 1; ST :1; OBC(NCL) : 5
102	Jr. Engg. Asstt-IV (Electrical)	Electrical	03	UR:2; OBC(NCL):1; PwBD
103	Jr. Engg. Asstt-IV (Mechanical)	Mechanical	12	UR: 7; SC: 1; ST:1; OBC(NCL):3 ; PwBD
104	Jr. Engg. Asstt-IV (Instrumentation)	Instrumentation	02	UR: 2; PwBD

\* Carry forward vacancies of last recruitment.

#No. of posts indicated above is tentative and may increase or decrease in the relevant categories at the absolute discretion of the Management and in compliance with the Presidential Directives on Reservation at the time of appointment.

**Essential educational qualification required with respect to each post is given below:**

Post code	Name of Post	Educational Qualification (Regular Full Time Recognized Courses from Indian Universities/Institutions)
101	Junior Engineering Assistant – IV (Production)	3 (three) Years regular Diploma in Chemical/Refinery & Petrochemical Engg. or B.Sc. (Math, Physics, Chemistry or Industrial Chemistry) from a recognized Indian university/Institute with minimum of 50% marks in aggregate for General & OBC candidates & 45% in case of SC/ST candidates against reserved positions.
102	Junior Engineering Assistant – IV (Electrical)/Junior Technical Assistant-IV	3 (three) years Diploma in Electrical Engineering from a recognized Indian University/Institute with minimum of 50% marks in aggregate for General & OBC candidates and 45% in case of SC/ST/PwBD candidates against reserved/identified for PwBD positions.
103	Junior Engineering Assistant – IV (Mechanical)	3 Years full time Diploma in Mechanical Engg. with minimum of 50% marks in aggregate for General & OBC candidates & 45% in case of SC/ST/PwBD candidates against reserved/identified for PwBD positions. OR Matric with ITI (Fitter Trade) course with an Apprenticeship Training in Mechanical Discipline.
104	Junior Engineering Assistant – IV (Instrumentation)	3 Years full time Diploma in Instrumentation/Instrumentation & Electronics/Instrumentation & Control Engineering with minimum of 50% marks in aggregate for General & OBC candidates & 45% in case of SC/ST/PwBD candidates against reserved/ identified for PwBD positions.

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**Age Limit:** Minimum 18 years and maximum 26 years as on 31.12.2018 for General candidates. Relaxable by 5 years for SC / ST and 3 years for OBC (NCL) against reserved positions. Further, the period of Apprenticeship training shall be considered towards experience and relaxation in age shall be given to that extent. Training period (other than Apprenticeship Training in relevant trade /discipline) shall not be counted towards experience. Certificate issued by Board of Secondary Education for passing matriculation shall be the only acceptable document in support of proof of Age.

**Consideration for Ex-Apprentices- Age/Experience:**

1. Period of Apprenticeship training in Bongaigaon Refinery, IOCL, is covered under the experience criteria notified in this advt. relevant to a post will be considered for relaxation in age.
2. Further, period of Apprenticeship training in Bongaigaon Refinery, IOCL is 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.

**Selection Methodology :**

1. Selection will be based on Performance in Written Test of 2(two) hours duration followed by Skill/Proficiency/Physical Test (SPPT) for the shortlisted candidates. SPPT will be of qualifying nature with no marks to be assigned.
2. Candidates securing minimum of 40% marks in the written test will qualify for SPPT.
3. The minimum qualifying marks in written test will be relaxed by 5% for candidates belonging to SC/ST/PwBD categories against reserved positions.
4. Obtaining minimum qualifying marks in the written test does not confer any right or claim by the candidate for being shortlisted for SPPT or the final selection, as the same is related to number of positions, ratio applied and relative performance in respective categories.
5. Candidates shall be shortlisted in the ratio of 1:2 for SPPT subject to securing minimum qualifying marks in the written test.

**Note for Ex-Apprentices:**

1. Age, Educational Qualification & Apprenticeship completion will be determined as on 31.12.2018. No application fee is required to be paid by ex-apprentices.
2. Candidates are required to submit their application with self attested Photostat copies of all testimonials in support of age, educational qualification, caste/category, apprentice training completion certificate latest by 02.01.2019.
3. Call letters shall be sent to the eligible ex-apprentices meeting the eligibility criteria by 03.01.2019.
4. Please note that the candidature of ex apprentices will be considered as provisional and their eligibility will be subject to verification of all supporting certificates / testimonials and subject to meeting all eligibility criteria as per recent recruitment guidelines of the Corporation.
5. Apprentices, who have completed apprenticeship training in the relevant trade under the Apprenticeship Act of 1961 & Apprenticeship (Amendment) Act 1973 at IOCL (BGR) will be considered eligible.

6. Qualification for the purpose of selection to any post will mean the qualification based on which candidature is offered /considered as claimed by a Candidate. Reservation in posts for SC/ ST/ OBC (NCL) / PwBD candidates will be provided as per rules & regulations notified by the Government of India. Candidates possessing professional qualifications such as B.E, B.Tech, MBA, CA, LLB, MCA or any such equivalent qualification are not eligible. Suppression of information regarding possession or pursuing higher qualification shall render a candidate ineligible for consideration at any stage of selection & termination anytime during employment, if recruited. Please note that Part-time or Diploma obtained through correspondence / distance education mode is also not acceptable.
7. No claim of possession of a qualification equivalent to a prescribed qualification shall be entertained.
8. A Sandwich Diploma Course (with industrial training as part of the course with no break) shall be considered eligible.
9. Ex-apprentices shall be allowed a maximum of two opportunities (Three for candidates belonging to SC, ST, PwBD categories) to appear for selection process under stage-1 conducted by the Bongaigaon Refinery to fill vacancies in the respective posts/disciplines.
10. Ex-apprentices who are not successful in such selection process i.e. in stage-1, shall avail of opportunity for recruitment against vacancies notified through open advt. under stage-II recruitment on All India basis till they meet the prescribed eligibility conditions, with relaxations as may apply.

**Reservation for candidates belonging to SC, ST, OBC & PwBD:**

1. Reservation for candidates belonging to SC, ST, OBC & PwBD categories will be in terms of numbers indicated above.
2. For claiming the benefit of OBC category, the candidate should submit a latest caste certificate in the proforma 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 & Training, Government of India OM No. 36012/22/93-Estt.(SCT) dated 08.09.1993 and OM No. 36033/1/2013-Estt.(RES) dated 13.09.2017.
3. Candidates belonging to OBC category but falling in creamy layer are not entitled to OBC reservation benefits. Accordingly such candidates may choose to apply for the positions provided they meet the age criteria applicable to UR candidates and indicate their category as "UR". Indian Oil Corporation Ltd. being a Central Public Sector Undertaking, only those communities that are mentioned in the common list of OBC approved by Central Government shall be treated as OBC for the purpose of reservation.

**Pre-Employment Medical & Physical Fitness :**

1. Candidates, in the event of selection, shall undergo a Pre-Employment Medical Examination (PEME) as per the Corporation Guidelines. Candidates found FIT during Pre-Employment Medical Examination (PEME) conducted by a Refinery Unit shall be eligible for further selection process.
2. Candidates are advised to ensure that they are 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/Preemployment\\_Guiding\\_Principles11th\\_mar\\_2011.pdf](http://www.iocl.com/PeopleCareers/Preemployment_Guiding_Principles11th_mar_2011.pdf)

**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 apprentices in the past also be required to declare the same with reasons for being declared UNFIT.

**General Instructions:**

1. Candidates are advised to carefully read the advertisement for details of educational qualification, age and other eligibility criteria before submission of their application.

2. Written Test and Skill/ Proficiency/ Physical Test shall be conducted only at Dhaligaon, Dist: Chirang, Assam.
3. Please note that the candidature will be considered as purely provisional & their eligibility will be subject to verification of all supporting certificates / documents and subject to meeting all eligibility criteria for recruitment in the Corporation.
4. Please note that a candidate can apply for only one post. Candidature of candidates submitting multiple applications for more than one post will be summarily rejected without any further communication.
5. Persons with Bench marked Disabilities (PwBD) are required to submit a Certificate issued by a Medical Board constituted by the Central / State Government, failing which their candidature as PwBD candidates will not be considered.
6. Candidates presently employed in any Govt. /Semi-Govt./Autonomous Bodies will be required to produce 'No Objection Certificates' at the time of written test and Test and Skill/ Proficiency/ Physical Test (SPPT) and 'Release Order' from their employers at the time of joining.
7. 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. Women candidates are also not considered against the cadres/work areas that requires shift operations 365 days in a year or necessitate undertaking work beyond 07:00 pm (and upto 06:00 am) like Production, P&U (Boiler/Electrical Operations), Quality Control and Fire & Safety or Maintenance services normally performed in shifts.
8. SC/ ST/ PwBD candidates appearing for Written Test and Skill/ Proficiency/ Physical Test will be reimbursed single second 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 tickets, provided the distance is not less than 30 KMs.
9. Please note that 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 vacancies are not filled due to unsuitability / insufficient number of candidates. Hence, the decision of the Management will be final and binding on all candidates on all matters relating to eligibility, acceptance or rejection of the applications, mode of selection, cancellation of the recruitment process etc. Hence, no enquiry / communication will be entertained in this regard.
10. 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. Canvassing in any form is liable to render the candidate ineligible for any of the above posts. In case it is detected at any stage of recruitment or thereafter, that a candidate does not fulfill 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.
11. Any resultant dispute arising out of this advertisement shall be subject to the sole civil jurisdiction of Chirang Court situated at Kajalgaon, BTAD, Assam.
12. Rules/guidelines, as may be prescribed by the Govt./framed by the Corporation from to time, shall apply.

IOCL (BGR) Management reserves the right to change / modify / cancel the selection process at any point of time without assigning any reason whatsoever.

How to Apply : Typed Applications as per the prescribed format as given with this advertisement , supported by self-attested photocopies of all relevant documents (qualification/experience/age/caste/category etc.) including relevant apprentice training completion certificate should be sent to CERM, Indian Oil Corporation Limited (Bongaigaon Refinery), Dhaligaon- 783385 so as to reach on or before 02.01.2019.

Candidates should super scribe Advt. No., Post Code and Name of the post applied for on the top of the envelope. Applications received after last date shall be summarily rejected.

In case of any query, please contact our recruitment section on 03664-253128 or e-Mail to [bgrrecruit@INDIANOIL.IN](mailto:bgrrecruit@INDIANOIL.IN)

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**APPLICATION FORMAT**

(USE CAPITAL LETTERS, LIMIT INFORMATION TO BOXES ONLY)

1. Post applied for

2. Category (please tick)

<b>GEN</b>	<b>SC</b>	<b>ST</b>	<b>OBC</b>	<b>PwBD</b> (Specify disability)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Affix latest  
Passport  
Size  
photo

3. Name (in block letters):

4. Gender

5. Father's name

6. Postal Address

	District:	PIN CODE
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7. Nationality

8. State of Domicile

9. Mobile No

10. e-Mail-id

11. Date of Birth

Date	<input type="text"/>	<input type="text"/>
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Month	<input type="text"/>	<input type="text"/>
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Year	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Age as on 31.12.201812. QUALIFICATION (from Class-X onwards)

(Academic, Technical or Professional Qual – from class 10 <sup>th</sup> onwards)	Duration of Course (in years)	Whether Regular Course (Yes/No)	Marks obtained	Total aggregate Marks of all yrs/sem	% of marks obtained	Month & Year of Passing	Name of University/ Institute/Board

13. Post Qualification Apprentice Training undergone as on 31.12.2018

Name of the Company / Organization	Duration of Apprentice Training		Number of		Specify apprentice Training programme undergone i.e Trade/Technician Apprentice
	From	To	Years	Months	

14. Details of Experience (if employed in Govt./ Semi-Govt./ PSU) :-

Sl. No	Name & Address of Employer	Post Held	Period of Service	
			From	To

I hereby declare that the particulars furnished above are complete and correct to the best of my knowledge and belief. I understand that if at any stage, it is found that the information given in the application is false or incorrect or if I do not satisfy the eligibility criteria stated in the advertisement/Notification, my candidature/appointment is liable to be cancelled/terminated.

Date \_\_\_\_\_ Place \_\_\_\_\_ Signature \_\_\_\_\_

Enclosures to be submitted along with the application form by 02.01.2019

- Self-attested Photostat Copies of academic qualifications of all years/ semesters
- Certificate issued by Board of secondary education for passing matriculation shall be the only acceptable document in support of proof of Age.
- Certificate of Disability issued by medical board duly constituted by central/ state govt. -applicable for PwBD candidates only
- Caste/category Certificate of SC/ST/OBC-(NCL)/PwBD/EXSM (wherever applicable)
- NOC/Release order in case presently employed in Govt./Semi Govt./PSU
- Apprenticeship Completion Certificate including NCVT certificate as applicable