



LIST OF CANDIDATES PROVISIONALLY SHORT-LISTED FOR DOCUMENT VERIFICATION FOR ENGAGEMENT AS APPRENTICES UNDER APPRENTICES ACT, 1961/1973 (AMENDED) AT GUJARAT REFINERY AGAINST ADVT. NO. JR/01/2022



**Venue of Document Verification :
Administration Building Auditorium, Indian Oil Corporation Limited - Gujarat Refinery,
Vadodara – 391320**

Trade Apprentice - Attendant Operator - Chemical Plant -Post Code (101) Date: 13.03.2023 Reporting Time: 10:00 am		Technician Apprentice - Diploma Electrical - Post Code (106) Date: 13.03.2023 Reporting Time: 02:00 pm	
Roll No.	Roll No.	Roll No.	Roll No.
1042	1498	3941	4503
1083	1521	3952	4516
1224	1581	3974	4556
1236	1588	4051	4560
1282	1623	4213	4452
1318	1638	4274	
1340	1641	4303	
1406	1666	4374	
1426	1680	4409	
1431	1682	4412	
1432	1698	4427	
1439		4473	
Technician Apprentice - Diploma Mechanical -Post Code (105) Date: 14.03.2023 Reporting Time: 10:00 am		Trade Apprentice - Data Entry Operator (Fresher) and (Skill certificate Holder) -Post Code (110 and 111) Date: 14.03.2023 Reporting Time: 02:00 pm	
3005	3723	5597	8332
3033	3732	5610	8487
3093	3733	5620	9234
3371	3754	5844	9282
3445	3812	5981	9346
3482	3827	6816	
3536	3862	6947	
3556	3884	7121	
3570		7849	
Trade Apprentice - Fitter -Post Code (102) Date: 15.03.2023 Reporting Time: 10:00 am			
1947	2070	2166	2486
2053	2140	2353	2608
Trade Apprentice - Secretarial Assistant -Post Code (108) Date: 15.03.2023 Reporting Time: 10:00 am			
Roll No.	Roll No.	Roll No.	Roll No.
4883	4953	4987	
Trade Apprentice - Accountant -Post Code (109) Date: 15.03.2023 Reporting Time: 10:00 am			
5215	5248	5335	5554

INSTRUCTIONS FOR CANDIDATES

Candidates provisionally shortlisted for DOCUMENT VERIFICATION are advised to come along with All the Original certificates/ documents and one set of SELF-ATTESTED photocopies of all the documents that have been prescribed as per the advertisement:

The following original documents along with a self-attested copy should be furnished at the time of Document Verification:

- 10th Pass/Matriculation certificate issued by the concerned education board as proof of date of birth. No other document will be accepted for verification of date of birth.
- SC/ST/OBC (NCL)/Disability/EWS-Income & Asset Certificate by reserved category candidates in the prescribed format issued by Competent Authority (available on websites www.ioel.com and www.iocrefrecruit.in).
- Class XII mark sheet issued by the concerned education board/Semester-wise/ year-wise mark sheets of ITI(Fitter) issued by NCVT/SCVT/Graduation/Diploma Engineering
- Class XII/Final ITI(Fitter) certificate issued by NCVT/SCVT/Graduation/Diploma Certificate issued by respective Board/Authority
- Conversion certificate from CGPA/OGPA/Letter Grade to percentage of marks, if applicable, from concerned University/Institute.
- Conduct Certificate from the Head of the Institution last attended.
- Certificate mentioning the date of publication of result from the Principal of the Polytechnic/School/College/Institute/University from where the candidate pursued his/her Class XII/ITI(Fitter)/Graduation/Diploma course, if applicable.
- For Candidates shortlisted for Code 111 with Skill Certificate in ‘Domestic Data Entry Operator’ - Skill certificate issued by an awarding body recognized under National Skill Qualifications Framework or any other authority recognized by the Central Govt. in this regard.
- Certificate from a recognized University/Institute where the candidate has pursued his Degree/Diploma etc. that the course is as a Regular Full time/Sandwich Diploma Course (Industrial training as part of the course with no break).
- Proof of employment, if applicable with salary slip.
- 02 Nos. Color Photograph (Passport Size).
- Any other Certificate, as specified in the advertisement

Apart from the specified documents, candidates may submit any relevant documents with respect to various criteria mentioned in our detailed Advertisement.

1. The candidature of the candidates shall only be considered on appropriate submission of all the prescribed documents along with production of the Original documents/ certificates. Also, only the documents submitted by the candidate shall be taken into consideration for checking and basing the eligibility of the candidate.
2. Candidates submitting incomplete documents will be liable for rejection.
3. It may be noted that mere submission of documents does not entitle the candidate for engagement / selection. Candidature of candidates is liable for Rejection at any stage of selection or for Termination during engagement; in case anything contrary to their declaration/submission is found at a later stage.

Candidates are advised to carefully read the ***“Important Instructions to the candidates for Selection process”*** specified on the Admit Card/Call Letter.

Other Important points:

01. It is requested to carry copy of the Admit Card retained by you along with the 'Original Photo-Id' like Passport, PAN Card, Driving license, Aadhaar Card, Voter Id, Bank Passbook for entry in Administration Building.

02. Candidates found meeting the eligibility criteria will be advised to report for Pre Engagement Medical Examination (PEME) at Gujarat Refinery Hospital, Vadodara after completion of documents verification.

03. Please note **that Medical Examination can stretch up to 3 days or more.** Therefore, candidates are advised to make their own arrangement in this regard. Corporation does not hold any responsibility for the same.

04. Since Candidates may be referred outside Gujarat Refinery Hospital for few Medical test, candidates are **advised to carry sufficient cash/ online payment mode for their medical tests.**

05. The guidelines and criteria for Physical Fitness for Pre Engagement Medical Examination required for engagement at Indian Oil Corporation Ltd. are available on the following link:

https://www.iocrefrecruit.in/iocrefrecruit/FILES/Preemployment_Medical_Apprentices.pdf

06. **Clause J (Liability to Declare) of Advertisement No. JR/01/2022** is again reiterated and brought to the notice of Shortlisted candidates :

“Candidates with reported ailments, deficiencies or abnormalities shall make a declaration to this effect while submitting their application / during PEME.

A candidate found UNFIT during medical examination conducted by any refinery unit or any other PSU while seeking engagement as an apprentice or while seeking a regular employment in the past, is also required to declare the same with reasons for being declared UNFIT.”

07. All candidates are strictly advised to follow Covid-19 appropriate behaviour like wearing of face mask/ face cover, maintaining social distancing and use of hand sanitizers at all times.

08. SC/ST/PwBD candidates appearing for Document Verification will be reimbursed single second class railway fare from the nearest railway station of the mailing address to the place of Document Verification and back by the shortest route on production of ticket, provided the distance is not less than 30 KMs.

Candidates are requested to ensure that they fulfill all the eligibility criteria as mentioned in the advertisement no. JR/01/2022 dated 24.09.2022 before appearing for the Document Verification process.