



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/01/2023



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: 04.03.2024 Reporting Time: 09:30 am

Roll No.	Roll No.	Roll No.	Roll No.
101045	101189	101308	101428
101056	101243	101309	101430
101069	101254	101315	101450
101086	101261	101362	101457
101100	101268	101368	101469
101108	101270	101369	101507
101111	101277	101379	101508
101151	101285	101398	101517
101175	101300	101410	101545

Trade Apprentice - Fitter -Post Code (102)

Date: 05.03.2024 Reporting Time: 09:30 am

111580	111743	111839	111906
111631	111746	111841	111915
111703	111753	111873	111929
111720	111815	111884	

Technician Apprentice - Diploma Chemical -Post Code (104)

Date: 04.03.2024 Reporting Time: 11:00 am

121950	122032	122095	122170
121981	122039	122106	122173
121984	122046	122114	122187
121990	122048	122117	122194
121997	122053	122130	122207
122000	122055	122134	122209
122015	122063	122141	122213
122025	122066	122158	
122027	122079	122159	

Trade Apprentice - Secretarial Assistant -Post Code (108)

Date: 05.03.2024 Reporting Time: 09:30 am

161032	163894	164304	164518
163289	163955	164485	
163576	164036	164511	
163579	164293	164513	

Trade Apprentice - Accountant -Post Code (109)

Date: 05.03.2024 Reporting Time: 11:00 am

174631	174788		
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Trade Apprentice - Data Entry Operator (Fresher) and (Skill certificate Holder)-Post Code (110 and 111)			
Date: 05.03.2024		Reporting Time: 11:00 am	
194888	195396	196102	196475
195044	195603	196140	196559
195179	195743	196209	196628
195386	195782	196307	196704

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.iocl.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.
- 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 Fulltime/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/01/2023** 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.

Candidates have to necessarily declare in case he/she has been arrested, prosecuted, kept under detention or fined, convicted by a Court of Law or for any offence debarred / disqualified by any Public Service Commission from appearing in its examination. ”

07. 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/01/2023 dated 21.10.2023 before appearing for the Document Verification process.

