



**Indian Oil Corporation Limited  
(Refineries Division)  
Barauni Refinery**

**ADVT NO. BR/RECTT/EX-APPR/2019**

**IMPORTANT INSTRUCTIONS TO THE CANDIDATES PROVISIONALLY SHORTLISTED AND  
CALLED FOR APPEARING FOR SKILL/PROFICIENCY/PHYSICAL TEST (SPPT)**

The "List of Candidates" shortlisted provisionally for appearing for SPPT for all the notified disciplines as specified in our Advertisement No. BR/RECTT/EX-APPR/2019 has been hosted on this website (www.iocl.com) along with the scheduled dates and reporting time for SPPT.

All the shortlisted candidates are advised to appear for SPPT only if they are meeting all the prescribed criteria for eligibility and if they are in possession of originals of all the documents related to their Date of Birth; Educational Qualification; Latest Caste Certificate (for SC/ST/OBC), as applicable, in the prescribed performa; Apprenticeship Completion Certificate issued by BR, No Objection Certificate of employer, as applicable; any other document as required in our advertisement.

- The trade-wise dates of SPPT is placed below:

Date / Day of SPPT	Post Code	Name of Trade/ Discipline
19-02-2019 (TUESDAY)	201	Junior Engineering Assistant-IV (Production)
	207	Junior Engineering Assistant-IV (Instrumentation)
	208	Junior Quality Control Analyst-IV
20-02-2019 (WEDNESDAY)	202	Junior Engineering Assistant-IV (P&U-Boiler)
	205	Junior Engineering Assistant-IV (Electrical)
	206	Junior Engineering Assistant-IV (Mechanical)

**Refer to detailed list for reporting time & venue.**

- Candidates provisionally shortlisted for SPPT are advised to come along with All the Original certificate/ documents along with one set of SELF-ATTESTED photocopies of all the documents that have been prescribed in the Checklist enclosed herewith as **Annexure A**.
- The candidates are also required to fill and submit the "**Document Submission Checklist**" (**Annexure A**). All candidates are advised to CAREFULLY go through the list of documents at Annexure A and the advertisement so as to come prepared for verification of all the documents and originals. Apart from the specified documents, candidates may submit any relevant documents with respect to various criteria mentioned in our detailed Advertisement.

**Note:**

- ✚ The candidature **shall be considered** for the candidates **who appropriately submit 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.**
- ✚ **Candidates submitting incomplete documents will be liable for rejection.**
- ✚ It may be noted that mere submission of documents does not entitles the candidate for appointment/selection. Candidature of candidates is liable for Rejection at any stage of selection or for Termination during the process and even after appointment; 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.

**IMPORTANT:** Keeping in view the fact that Barauni Refinery is a restricted area, entry of the candidates shall ONLY be allowed on the basis of the **copy of the Admit Card retained by them along with the 'Original Photo -Id' like Passport, PAN Card, Driving license, Aadhaar Card, Voter Id, Bank Passbook.**

<b>CHECK-LIST OF DOCUMENTS* TO BE ATTACHED ALONG WITH APPLICATION FORM</b>		
<b>Please tick ( ✓ ) mark in appropriate box</b>		
1	Application Form (duly signed by Candidate)	
2	Proof of Date of Birth: Certificate issued by a Board of Secondary Education for passing Matriculation/Higher Secondary shall be the only acceptable document in support of proof of age.	
3	Passport size photograph (02 nos)	
4	Xth Pass & XIIth Pass Certificate and Mark Sheet issued by the respective Board/University	
5	Diploma/BSc(PCM) /ITI (Fitter) : Certificate issued by the respective Board/University	
6	All the Mark Sheet (Semesters) of Diploma/BSc (PCM)/ITI (Fitter) issued by the respective Board/University.	
7	Certificate from the Institute where the candidate has pursued his Degree/Diploma etc. is a regular full time course and the date of publication of result of the final year/ final semester of the Degree / Diploma course in case the date of Declaration of result is not mentioned in the Mark Sheet, the candidate must submit a certificate mentioning the date of publication of result from the Principal of the Polytechnic/College from where the candidate pursued his Diploma course, along with his application form.	
8	Apprenticeship Completion Certificate issued by Barauni Refinery	
9	Document in support of experience (experience certificate, payslips etc), if any	
10	Copy of SC/ST/OBC (NCL) certificate in the prescribed format (mentioning applying for appointment to post under the Government of India)	
11	PwBD certificate (as per prescribed format)	
12	Copy of documents pursuing higher qualification (suppression of information regarding possession of 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).	
13	Aadhaar Card	
14	Any other Govt. issued photo id proof like Pan Card, Voter Id Card, Passport etc	
15	Any other relevant documents in support of qualifications, experience, category, medical, self-declaration, age etc. as mentioned in our Advertisement No. <b><u>BR/RECTT/EX-APPR/2019</u></b>	

\*All attached documents MUST be Self-Attested

Signature of the Candidate :

Name of the Candidate :

Date :