

**Date of Notification of Advertisement: 06/11/2013**



**IndianOil**  
**Indian Oil Corporation Limited**  
**Western Region Pipelines**  
**Morvi Road, Gauridad, Rajkot - 360 003 (Gujarat)**

**Advertisement No. WRPL/HR/01/2013**

**Indian Oil Corporation Limited** is the largest commercial undertaking and India's No.1 Company in Fortune magazine's prestigious listing of the world's 500 largest Corporations, ranked **88<sup>th</sup>** for the year 2013 based on last year's fiscal performance. IndianOil's Pipelines Division owns and operates the largest network of over 11,000 kms. of Crude oil, Petroleum product and Gas pipelines.

**Western Region Pipelines** of Indian Oil Corporation Limited transports Crude & Petroleum products through its Pipeline network spread across States of **Gujarat, Rajasthan** and **Madhya Pradesh**.

Applications are invited from eligible Indian Nationals for the following positions in non-executive category:

Sl. No.	Name of Post	Pay Scale (Rs.)	No. of Vacancies*	Reservation of Posts			
				Unreserved	SC	ST	OBC
1.	Engineering Assistant-Grade IV (Mechanical)	11900-32000	3	1	1	1	0
2.	Engineering Assistant-Grade IV(Electrical)	11900-32000	3	1	0	1	1
3.	Technical Attendant-Grade I	10500-24500	9	5	1	1	2

\* No. of vacancies may increase or decrease.

**Note:**

- a) **01** post of **Engineering Assistant** (any discipline) is reserved for **Ex-servicemen**.
- b) **02** posts of **Engineering Assistant** (any discipline) are reserved for **PWD** (Persons with Disability) in OH (Orthopedically Handicapped) category i.e. hunchback / deformity of chest with not less than 40% disability.
- c) **05** posts of **Technical Attendant-I** are reserved for **Ex-servicemen**.
- d) All the above vacancies may arise in the State of Gujarat and Rajasthan.

In addition to the Basic Pay, DA and HRA, other benefits like Provident Fund, Gratuity, LTC, liberalized Medical Benefits, Productivity/Performance Linked Incentive, Leave Encashment, Superannuation Benefits, Post Retirement Medical Attendance Benefits, etc. shall also be admissible according to the rules of the Corporation.

**Prescribed Education Qualification & Experience:**

Post	Qualification		Experience
<b>Engineering Assistant - Grade IV (Mechanical)</b>	3 Yrs. Full-time Diploma in Mechanical / Automobile Engineering from a recognized Institute with minimum <b>55%</b> marks for General / OBC candidates and Pass for SC/ST candidates.		Preferably two-years post qualification experience in relevant area.
<b>Engineering Assistant - Grade IV (Electrical)</b>	3 Yrs. Full-time Diploma in Electrical Engineering from a recognized Institute with minimum <b>55%</b> marks for General / OBC candidates and pass for SC/ST candidates		Working knowledge of computer is desirable.
<b>Technical Attendant - Grade I</b>	Matric / 10 <sup>th</sup> Pass with ITI from a Govt. recognized Institute in any of the following disciplines.		Preferably two-years post qualification experience in relevant area.
	ITI Trade	Duration of Course (Years)	
	Mechanic Machine Tools Maintenance	3	
	Mechanic Industrial Electronics	2 (after 12 <sup>th</sup> )	
	Fitter	2	
	Machinist	2	
	Machinist (Grinder)	2	
	Draughtsman (Mechanical)	2	
	Information Technology & ESM	2	
	Mechanic (Motor Vehicle)	2	
	Electrician	2	
	Wiremen	2	
	Mechanic-cum-Operator Electronics Communication System	2	
	Electronic Mechanic	2	
	Turner	2	
	Instrument Mechanic	2	
	Marine Fitter	2	
	Maintenance Mechanic (Chemical Plant)	2	
	Instrument Mechanic (Chemical Plant)	2	
	Mechanic (Refrigeration & Air Conditioner)	2	
	Attendant Operator (Chemical Plant)	2	
	Mechanic (Radio & TV)	2	
	Mechanic (Diesel)	1	
	Mech. Repair & Maintenance of Light Vehicle	1	
	Mech. Repair & Maintenance of Heavy Vehicle	1	
Pump Operator-cum-Mechanic	1		
Armature & Motor Rewinding	1		
Mechanical Communication Equipment Maintenance	1		
Marine Engine Fitter	1		

### Age Limit:

Between 18 to 26 years as on **10.12.2013**.

### Concession / Relaxation:

- Relaxation in age by **5 years** for **SC/ST** candidates, **3 years** for **OBC** candidates and **10 years** for **PWD** (Persons with Disability). Age relaxation for Ex-servicemen is applicable as per rules.
- Minimum required percentage (**55%**) for the qualification prescribed above may be relaxed at the discretion of the Management for Ex-servicemen candidates in the event of non-availability of suitable candidates.
- SC/ST/PWD candidates called for Written Test / Interview will be reimbursed single **2<sup>nd</sup> class** railway fare limited to rail fare from the nearest railway station of the mailing address to the place of written test / interview and back by the shortest route on production of bus / rail ticket, provided the distance is not less than 30 kms. each side.
- SC/ST/PWD candidates are exempted from payment of application fee.

### Selection Procedure:

- The selection procedure will comprise of Written Test, Trade Test & Personal Interview for Engineering Assistant (Mechanical/Electrical) and Written Test, Physical Fitness Test & Personal Interview for Technical Attendant-I. Candidates shortlisted on the basis of their performance in the Written Test would be called for Personal Interview and Trade / Physical Fitness Test. The candidates will have to pass through each stage including medical fitness for being adjusted as suitable for selection.
- 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.

### General Instructions:

1. Candidates are advised to carefully read the full advertisement for details of eligibility criteria before submission of the application. Incomplete applications / applications not received in the prescribed format / applications received after the due date will be rejected.
2. The vacancies mentioned above are likely vacancies, which may increase or decrease.
3. Candidates fulfilling the eligibility criteria should send their neatly hand written / typed application in the prescribed Performa alongwith a latest passport size coloured photograph affixed on the application form. **One additional passport size coloured photograph with name and signature on the back side** should also be sent. In addition, photocopies of the following documents duly attested by a Gazetted Officer should also be enclosed with the application form:
  - i) SSC/10<sup>th</sup> mark sheet.
  - ii) ITI mark sheet & Certificate (for posts in Sl. No. 3).
  - iii) Semester-wise Diploma mark sheets & Certificate (for posts in Sl. No. 1 & 2).
  - iv) Birth Certificate / School Leaving Certificate.
  - v) Caste Certificate (for SC / ST / OBC Candidates).
  - vi) Disability Certificate (for Persons with Disability).
  - vii) Discharge Certificate (for Ex-Servicemen).
  - viii) Crossed Demand Draft towards application fee, if applicable.

No other enclosures apart from those mentioned above are required at this stage.

4. The cut-off date for reckoning age, educational qualification, experience, etc. shall be **10.12.2013**.
5. Wherever CGPA / OGPA / Grade is awarded in the Diploma Examination, its equivalent percentage of marks and class / division must be indicated in the application form as per the norms adopted by University / Institute.
6. SC/ST candidates should submit their caste / tribe certificate issued by Competent Authority in the prescribed format along with the application form, in support of their claim to avail relaxation/concession.
7. For claiming the benefit of OBC category, the candidate must ensure that their Caste Certificate is as per prescribed format and has been issued recently by the Competent Authority. The Caste Certificate should be as per the Performa 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 and Training in the Govt. of India IOM No. 36012/22/93-Estt. (SCT) dated 08/09/1993. Ours being a Govt. of India, Public Sector Undertaking, only those community that are mentioned in the common list of OBC prepared by Central Govt. shall be treated as OBC for the purpose of reservation.
8. SC/ST/OBC candidates applying against unreserved posts shall be considered under general standards of merit during Written Test/Interview/Trade Test/Physical Fitness Test.
9. Ex-servicemen fulfilling eligibility criteria can apply against the above post alongwith relevant Service Certificates and qualification documents prescribed above.
10. Applicants under the category of PWD (Person with Disability) should attach copy of Medical Certificate issued by a Medical Board attached to the Special Employment Exchange / Vocational Rehabilitation Centre for PWD or Head of concerned Department of a Government Civil Hospital satisfying the prescribed disability criteria.
11. Candidates serving in Government/Semi-Government Departments/Public Sector Organizations/Local Bodies must send their application through proper channel or produce '*No Objection Certificate*' at the time of appearing in the Written Test / Interview. In case, the candidate fails to submit / produce the certificate, his / her candidature will not be considered.
12. Service is transferable to anywhere in India. No preference for posting would be entertained.
13. The decision of the Management in all matters relating to eligibility, acceptance or rejection of the application, mode of selection will be final and Management will not entertain any query or correspondence in this regard.
14. **Applications of candidates having higher qualification than the prescribed qualification shall be rejected.**
15. Canvassing in any form shall disqualify the candidature.
16. In case large number of applications is received, Management reserves the right to fix / increase the minimum percentage of cut-off marks in the prescribed qualification for short-listing the candidates for written test / interview.
17. Candidates short-listed for written test will have the option to take the test in either **English** or **Hindi**.
18. Application fee (non-refundable) of **Rs. 100/- (Rupees One Hundred Only)** through crossed Demand Draft in favour of **INDIAN OIL CORPORATION LTD. – PIPELINES DIVISION** payable at State Bank of India, Jagnath Plot, Rajkot (**Bank Code - 3829**) should be enclosed alongwith application form. Any other mode of payment is not acceptable and application not accompanying the application fee will be rejected without any further reference to the applicant. (SC/ST/PWD candidates are exempted from payment of application fee)
19. **A candidate can apply for one post only**, which must be super scribed on the envelope. If a candidate applies for more than one post, the candidature will be cancelled and he will not be considered for any post.
20. No claim for refund of application fee would be entertained under any circumstances.

The application alongwith fee (wherever applicable) should be sent **ONLY BY ORDINARY POST** so as to reach latest by **10.12.2013** in the format prescribed below:

<b>ADVERTISEMENT NO.</b> _____ <b>POST APPLIED FOR</b> _____	
From _____ _____ _____ _____ _____	To <b>Human Resource Manager</b> <b>Indian Oil Corporation Limited</b> <b>(Pipelines Division)</b> <b>Western Region Pipelines, Post Box No. 1007</b> <b>P.O. Bedipara, Morvi Road, Gauridad</b> <b>Rajkot – 360 003 (GUJARAT)</b>

Queries if any may be addressed to **wrpl\_recruitment@indianoil.in**

Please appreciate that only such queries would be replied to which are relevant and have not been addressed in the above advertisement. Also, applicants are requested not to send any query which is not related to the vacancies advertised herein.