



INDIAN OIL CORPORATION LIMITED
(Refineries Division)
HALDIA REFINERY
(A Govt. of India Undertaking)

Advertisement No. PH/R/03/2015

Applications are invited from Indian Nationals fulfilling the eligibility criteria for the under mentioned post at Indian Oil Corporation Ltd, Haldia Refinery.

SL. NO.	POST	DISCIPLINE	PAY SCALE (Rs)	NO. OF VACANCIES	RESERVATION
1	Jr. Engg. Asstt.-IV (F&S)	Fire & Safety	11,900 - 32000	01	UR-01

Note: Above Post is for operation in rotating shifts.

Qualification & Experience: All the prescribed qualifications should be from Govt. recognized Indian university/Institute as a regular fulltime course . The required percentage (%age) marks, minimum post-qualification experience as on **31/07/2015** for the post is given below.

Sl. No.	Post	Qualification	Minimum Post Qualification Experience as on 31/07/2015
1	JEA-IV (F&S)	Matric plus Sub-Officer's course from NFSC, Nagpur or from other recognized Indian institute (with 60% marks in aggregate) as a regular fulltime course , with valid Heavy Vehicle Driving License Minimum Physical Standards : Height : 165 CM. ; Weight : 50 KG. Chest: Normal 81CM, Expanded : 86.5 CM. Eye sight : Normal without Glasses. Colour Vision : Normal, Free from any vertigo problem, disease of heart , lungs , kidney and abnormal blood pressure , free from knock knee , flat feet , squint eye and stammering.	Minimum 01 (One) year of post qualification experience of working in Fire & Safety setup of handling firefighting equipments , fire water net-works , related communication systems , emergency handling , Fire Fighting , Operations of Fire Tenders / Pump house etc. in a Petroleum/Petrochemical/ Chemical / Fertilizer /Gas processing / Large Industrial Units.

AGE LIMIT:

Minimum 18 years and maximum 26 years as on 31.07.2015. Age Relaxation applicable for Ex-servicemen as per Govt. directives.

SELECTION METHODOLOGY:

- Selection would be based on Written Test/Trade Test and Personal interview. The candidates will have to pass successfully through each stage of the selection process including medical fitness for being adjudged suitable for selection. The candidature of the applicant would be provisional and subject to verification of certificates / testimonials, experience etc.
- 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.

CONCESSIONS/RELAXATION:

- In case of candidates who have successfully completed Apprenticeship training under Apprentices Act 1961 and Apprentices (Amendment) Act 1973 & 1986 in the relevant discipline & area of Training, requisite experience would be condoned to the extent of apprenticeship period undergone.
- SC/ST candidates appearing for written test / interview shall be reimbursed second class Rail / Bus fare by the shortest route as per rules on production of tickets.
- SC/ST/EXSM candidates are exempted from payment of application fee. Candidates from other categories should enclose a crossed Demand Draft of Rs.100/- (Rs. One Hundred Only) as application fee (non-refundable) in favour of **Indian Oil Corporation Ltd., Payable at State Bank of India, Haldia Refinery Campus Branch. (Branch Code: 7090)**. Candidates must write their full name and address on the back side of the Demand Draft.

Signature

PAY & PERKS:

- ② In addition to the Basic Pay, D.A., HRA and other benefits like Provident Fund, Employees' Pension Scheme under PF, Gratuity, Company Quarters, Children Education Allowance, LTC / LFA, liberalized medical benefits, productivity / performance linked incentive, leave encashment, conveyance allowance, superannuation benefits, Post-Retirement Medical Attendance benefits etc. shall also be admissible as per the rules of the Corporation.

GENERAL INSTRUCTIONS:

- Candidates are advised to carefully read the full advertisement for details of educational qualification and other eligibility criteria before submitting the application.
- The post being unreserved, SC/ST/OBC candidates shall be considered under General standard of merit and no relaxation in age / qualification etc shall be extended to them on the basis of belonging to SC/ST/OBC category. Age Relaxation applicable for Ex-servicemen as per Govt. directives.
- Applicants from Government / Semi Government / Public Sector Organization must send their application through proper channel or produce "No Objection Certificate" at the time of appearing in the Interview. In case the candidate fails to do so, his candidature will not be considered.
- **Age, Qualification and period of Experience** will be determined as on **31/07/2015**.
- Canvassing in any form is liable to render the candidate ineligible for any of the above posts.
- Incomplete applications, not supported by attested copies of relevant documents, not fulfilling the eligibility criteria or those received after the last date of receipt of applications shall not be considered and shall be treated as "Rejected".
- Candidates possessing professional qualifications such as B.E. or equivalent, MBA or equivalent / MCA shall not be considered for the above notified post.
- The decision of the Management in all matters relating to eligibility, acceptance or rejection of the applications, mode of selection etc. will be final and Management will not entertain any enquiry or correspondence in this regard.
- 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 has furnished any incorrect / doctored / false information / certificate / documents or has suppressed any material fact(s), his candidature will stand cancelled. If any of these shortcomings is / are detected even after appointment, his services are liable to be terminated.
- The exact date, place and time for Written Test/ Trade Test /Personal Interview will be communicated subsequently.
- Applications should be sent by Ordinary Post ONLY. Applications sent through Speed Post, Registered Post or Courier will not be accepted.

Applications duly filled in the prescribed format (downloaded from the link) supported by all relevant documents (qualification/experience/age/caste etc.) duly attested with latest passport size photograph should reach by Ordinary Post to Chief Human Resource Manager, Indian Oil Corporation Limited, Haldia Refinery, P.O.: Haldia Oil Refinery, Dist.: Purba Medinipur, West Bengal, Pin Code-721 606 latest by 07/08/2015. Candidates should superscribe Advt. No. 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 clarification, please contact Mr. S K Guddu, Manager (Employee Relations) on 03224 – 223258 , email : guddusk@indianoil.in or Ms. Dipti Bhagat ,SERO,on 03224-223262, email : bhagatd@indianoil.in .

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