



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

Advertisement No. APP-REGN/02/2016

**SELECTION PROCESS**  
**FOR RECRUITMENT FOR NON-EXECUTIVE POSTS IN GRADE -IV**  
**FROM AMONGST EX-APPRENTICE TRAINEES OF HALDIA REFINERY**

Haldia Refinery, a refining unit of Indian Oil Corporation Limited, proposes for filling up of available vacancies in Non-Executive cadre in Grade IV in the Payscale of Rs. 11,900 – 32,000/- from Indian Nationals having successfully completed their Apprenticeship Training from Haldia Refinery in the following disciplines:

1. Chemical 2. Boiler Attendant 3. Electrical 4. Mechanical 5. Instrumentation

Candidates having successfully completed the Apprenticeship Training from **Haldia Refinery** and meeting the following prescribed criteria are advised to appear for the **Selection Process** on the following date and Venue:

Reporting at **08: 30 AM on 7<sup>th</sup> Dec 2016 (Wednesday) at Training Centre, Haldia Oil Refinery, Dist-Purba Medinipur, PIN-721606**

**PRESCRIBED ESSENTIAL EDUCATIONAL QUALIFICATION:**

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| <p><b><u>Name of the Post: Jr. Engineering Assistant-IV (Production)**</u></b><br/>Minimum 3 (three) years full time, regular/sandwich Diploma course in Chemical/Refinery &amp; Petrochemical Engg. or BSc (Math, Physics, Chemistry or Industrial Chemistry) from a recognized university/Institute.</p>  |
| <p><b><u>Name of the Post: Jr. Engineering Assistant -IV (Power &amp; Utilities)**</u></b><br/>Minimum 3 (three) years full time, regular/sandwich Diploma course in Mechanical or Electrical Engineering from a recognized university/Institute and possessing Boiler Competency Certificate (with minimum 2nd Class).<br/>However, in case of non-availability of sufficient number of candidates meeting the parameters prescribed above, candidates possessing the following qualification may also be considered, in order of preference below:</p> <ol style="list-style-type: none"><li>1. Matric with ITI(Fitter) with Boiler Competency Certificate ( with minimum 2nd Class )</li><li>2. BSc (PCM) with an Apprenticeship Training in Boiler Trade.</li><li>3. Minimum 3 (three) years full time, regular/sandwich Diploma course in Mechanical or Electrical Engineering from a recognized Institute/University</li></ol> <p>Candidates Selected for above post under category (2) and (3) will be required to acquire Boiler Competency Certificate within two years of joining the services of the Corporation. The selected candidate will not be considered for promotion to the next higher grade/ scale of pay till he acquires Boiler Competency Certificate.</p> |
| <p><b><u>Name of the Post: Jr. Engineering Assistant -IV (Electrical)</u></b><br/>Minimum 3 (three) years full time, regular/sandwich Diploma course in Electrical Engineering from a recognized Institute/University.</p>  |
| <p><b><u>Name of the Post: Jr. Engineering Assistant -IV (Mechanical)</u></b><br/>Minimum 3 years full time, regular/sandwich Diploma course in Mechanical Engineering from a recognized Institute/University or Matric with ITI in Fitter Trade .</p>  |

**Name of the Post: Jr. Engineering Assistant – IV (Instrumentation)**

Minimum 3 (three) years full time , regular/sandwich Diploma course in Instrumentation/ Instrumentation & Electronics / Instrumentation and Control Engineering from a recognized university/Institute.

\*\* The posts are operated in Rotating Shifts including evening shift and night shift operated beyond 7pm attracting relevant provisions of Factories Act,1948 regarding restrictions on deployment of women.

Part time or Diploma obtained through correspondence/distance education mode is not allowed.

**AGE REQUIREMENT (As on 01/10/2016):**

- Minimum prescribed age is 18 years and maximum 26 years as on 01.10.2016 for unreserved category candidates.
- Relaxation in age by 5 years for SC/ST candidates & 3 years for OBC(NCL) candidates against reserved posts.
- PwD candidates(Category of disability : OH (OA,OL)/HH) may appear against Electrical, Mechanical and Instrumentation disciplines. They will be given age-relaxation upto 10 years (upto 15 years for SC/ST and upto 13 years for OBC(NCL) candidates) against reserved posts.
- Age relaxation to the extent of apprenticeship training completed at Haldia Refinery shall also be given to candidates of all categories, in addition to age relaxation otherwise applicable for SC/ST/OBC(NCL)/PwD.

**SELECTION METHODOLOGY**

- Selection would be based on Written Test of 3 hours duration followed by Skill/Proficiency/Physical Test.
- 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.
- Candidates are advised to ensure that they are Medically Fit as per IndianOil's pre-employment Medical standard. Candidates are advised to go through the "Guidelines and Criteria for Physical Fitness for Pre-employment Medical Examination" before appearing for the selection process. The guidelines are available in the following link:

[https://ioc.com/PeopleCareers/Pre-employment Guiding Principles11th\\_mar\\_2011.pdf](https://ioc.com/PeopleCareers/Pre-employment_Guiding_Principles11th_mar_2011.pdf)

**CONCESSIONS/RELAXATION:**

Eligible SC/ST/PwD candidates appearing for the selection process shall be reimbursed single second class Rail / Bus fare by the shortest route on production of tickets, provided the distance is not less than 30 kms. Kindly note the amount shall be credited in the bank accounts of the candidates, hence, necessary bank details may be furnished by the candidates at the time of the written test.

**GENERAL INSTRUCTIONS:**

- Candidates are advised to carefully read the full advertisement for details of eligibility criteria before appearing for the selection process.
- All the eligible candidates who have earlier completed their apprenticeship training from Haldia Refinery are required to appear on the above time, date & venue with Originals & attested photocopies of all marksheets of the qualifications from Matriculation onwards, Apprenticeship completion Certificate in relevant trade issued by Haldia Refinery, Latest Caste Certificate in such prescribed Performa applicable across India, Proof of Age (Matriculation marksheet/birth certificate), two passport size color photographs, and any other relevant testimonials, documents, proof & certificates.

- Candidates currently working in Government / Semi Government / Public Sector Organization must produce “No Objection Certificate” at the time of appearing in the Selection Process. In case the candidate fails to do so, his candidature will not be considered.
- PwD candidates with less than 40% of permanent disability are not eligible against reserved posts. The PwD candidates are required to submit a Disability Certificate issued by Competent Authority as per the Persons with Disability (equal Opportunities, Protection of Rights and Full Participation) Amended Rules, 2009, failing which their candidature as PwD candidates will not be considered. Persons with Disabilities [OH and HH] must be capable of performing the task assigned to them/take instructions using suitable aids and appliances.
- Candidates belonging to OBC category should submit proper caste certificate as per the proforma of Govt. of India which should among others specifically mention that he 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 OM No 36012/22/93-Estt (SCT dtd. 08/09/1993).
- Age, Qualification and apprenticeship completion will be determined as on 01/10/2016.
- Candidates possessing professional qualifications such as BE/B. Tech./AMIE or equivalent/B.Sc. (Engineering)/MBA or equivalent/MCA/PhD or similar professional qualification applicable in IOCL for recruitment in induction level post of Engineer/Officer in Grade ‘A’ shall NOT be considered as eligible.
- Canvassing in any form is liable to render the candidate ineligible for any of the posts.
- The decision of the Management in all matters relating to eligibility, 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.

**Note:** Candidates who have not completed their Apprenticeship Training from Haldia Refinery and/or not meeting the prescribed eligibility criteria are advised **NOT** to appear for the selection process against this advertisement.

In case of any clarification, please contact 03224 -223236/223262, email : HRRECTT@indianoil.in