



A Golden Opportunity To Energise Your Career with

A rare opportunity for Advanced Process Control and Optimisation professionals to join IndianOil as Manager (Advanced Process Control & Optimisation)

Frequently Asked Questions (FAQ)

S No.	Query	Reply
About eligibility		
1	I am a fresh BE/B.Tech in Chemical Engineering with no/few months of experience. Can I apply for recruitment as Manager (Advanced Process Control and Optimisation IndianOil?	No. One needs to have minimum 8 years of full time work experience post acquiring BE/ B.Tech qualification. Out of 8 (Eight) years of minimum experience minimum 5 (five) years has to be in the areas like advanced process control and optimisation. The experience period will be counted from the date of announcement of BE/Betch result in Chemical Engg.
2	I have the required experience in Advanced Process Control and Optimisation. However, I did my BE/B.Tech in Mechanical Engg. Shall I be eligible?	NO. The positions are open to only the candidates having BE/B.Tech degree in Chemical Engineering and have the requisite experience in Advanced Process Control and Optimisation.
3	I have done an integrated B.Tech + M.Tech in Chemical Engg, which was of 5 years duration. Shall I be eligible	Yes. Candidates with integrated M.Tech in Chemical Engineering with required experience profile will be eligible.
4	I have done a dual degree – B.Tech in Chemical and MBA. The duration of the course was 5 years. Shall I be eligible?	You will be eligible, if both the degrees are clearly mentioned in your certificate.
5	I have the requisite qualification and I teach advanced process control and optimisation in a Indian/ Foreign University. Shall I be eligible to apply?	NO. One must have the experience in Chemical/ Refining/Petro-chemical industry.
6	I have the qualification for the post and have considerable experience in Advanced Process Control and Optimisation. However, my overall experience is falling short by few months as on 31 st October,2017	NO. A candidate must fulfil the minimum eligibility criteria in terms of both academic qualification and experience for being considered for selection as Manager (Advanced Process Control and Optimisation).
7	Is there any minimum % of	NO.

	marks in BE/B.Tech for applying	As long as a candidates has successfully completed his BE/B.Tech degree and as the required experience, he will be considered.
8	Is there any physical fitness criteria for the advertised position in IOCL	Yes! The candidates desirous to appear for selection in IndianOil must see the pre-employment medical fitness standard of IndianOil before proceeding with submitting their on-line application. The said standard may be seen from: http://www.iocl.com/PeopleCareers/Pre-employment_Guiding_Principles11th_mar_2011.pdf
9	What is the mode of payment for recruitment of Manager (Advanced Process Control & Optimisation)	The payment is online. The candidates will be charged Application Fee + The Bank/ Agency Charges.
10	I am working in Central/ State Government/ PSU. Do I need to apply through proper channel/ produce NOC	Candidates working with Central/ State Govt/ PSU are required to produce NOC at the time of interview.
11	I belong to OBC (Creamy Layer) category. Am I eligible to apply.	Yes. But you may apply as UR candidate
12	I belong to a reserved category. Am I eligible to apply for a post where there is no reservation for my category?	Yes. Subject to full-filling the eligibility criteria prescribed against the UR post. However, age relaxation will not be extended to you.

About on-line application process

1	I do not have a printer attached to my PC which I am using for filling-in online application. Can I view my application and/or take print out of my application later after I submit the same on-line?	Yes. You can retrieve your application later for viewing and for taking print-out as per convenience. However, one has to store his/ her unique application ID number safely for retrieving the same.
2	Can any information submitted at the time of on-line application be changed?	The online application should be filled-in very carefully taking into account all the instructions. It is to be reviewed carefully before submission. However, in case of a serious mistake like wrong spelling in candidates name/ experience details/ date of birth/ category etc., the candidate must register a fresh application using a different e-mail id. No request for correction in application off-line/ from back-end will be entertained.
3	I am not sure whether I fulfil the criteria for getting benefit under OBC category. What do I do?	The onus of proving that you are eligible to get the concession for belonging to OBC (non-creamy layer) rests on you. Couple of suggestions: a. Checkout the latest central list of OBCs published by the National Commission for

		<p>Backward Classes (NCBC). The relevant link is http://ncbc.nic.in/backward-classes/index.html. For getting the benefit of reservation, the caste/ sub-caste/ community essentially has to be in the central list.</p> <p>b. Be sure that you do not belong to creamy layer. Your OBC certificate must also have a clear mention that you belong to non-creamy layer.</p> <p>c. OBC certificate has to be as per proper format prescribed by Govt. of India. In case your certificate is too old and not as per format, please get a new certificate issued by a competent authority.</p> <p>At the time of verification of the caste certificate at our end/ any time after recruitment, if it is found out that the candidate had obtained reservation benefits by submitting, false/ incorrect certificate/ information; the candidature will be cancelled and he/she will be terminated from the service of the Corporation immediately.</p>
4	What are the documents a candidate is required to upload at the time of application	<p>A candidates is required to upload the following documents:</p> <p>a. Current passport size photograph</p> <p>b. Signature</p> <p>c. Final mark-sheet of BE/B.Tech</p> <p>d. Caste certificate</p> <p>e. Documents in support of professional experience.</p>
5	What do I do after submitting my application?	<p>Take a printout of your completed application and preserve the same with yourself.</p> <p>There is no need to send the documents through e-mail and by post.</p> <p>Shortlisted candidates will be required to carry their completed application form at the time of interview.</p>
6	Where do I contact for my queries not answered in FAQ	<p>Please e-mail to recruit2018@indianoil.in</p>