



**INDIAN OIL CORPORATION LIMITED**  
(Refinery Division)  
Bongaigaon Refinery

Advertisement No. BGR/T&D/01/Appr-2016

Date: 08.02.2016

**Notification for Engagement of Apprentices**

Indian Oil Corporation Limited, the largest commercial undertaking in India and a Fortune “Global 500” Company, as a measure of Skill Building Initiative for the Nation, proposes to engage apprentices at its Bongaigaon Refinery at Dhaligaon, Assam.

Applications are invited from candidates meeting the following qualification & other parameters for engagement as Apprentices under Apprentices Act, 1961 / 1973 (as amended from time to time) in the Trade / Disciplines mentioned below:

**Educational Qualification, Provisional Number of seats in apprentice category including likely reservation shall be as follows.** The consolidated stipend payable shall be as mentioned below or as revised (under the Act) from time to time (whichever is higher), Reservation will be applicable as per the prescribed percentage for recruitment applicable to the state of Assam.

Code	Trade / Discipline	Qualification	Period of Apprenticeship (months)	No of vacancy	GEN	SC	ST	OB C (NC L)	Consolidated stipend per month
A1	Trade Apprentice / Attendant Operator (Chemical Plant) Discipline - Chemical	3 Years Full time B Sc (Physics, Maths, Chemistry/ Industrial Chemistry).	18	25	15	1	3	6	1 <sup>st</sup> Year 70% of Minimum Wage for semi skilled worker (applicable to BGR) + Rs 2500.00
A2	Trade Apprentice (Fitter) Discipline-Mechanical	Matric with 2 (two) year ITI (Fitter) course.	12 for NCVT & 24 for SCVT	10	7	0	1	2	2 <sup>nd</sup> Year 80% of Minimum Wage for semi skilled worker (applicable to BGR) + Rs 2500.00
A3	Trade Apprentice (Boiler) Discipline-Mechanical	3 Years Full time B Sc (Physics, Maths, Chemistry /Industrial Chemistry).	36	5	4	0	0	1	3 <sup>rd</sup> year 90% of Minimum Wage for semi skilled worker (applicable to BGR) + Rs 2500.00
A4	Technician Apprentice Discipline-Chemical	3 Years Full time Diploma in Chemical Engineering/Refinery & Petrochemicals Engineering	12	25	15	1	3	6	90% of Minimum Wage for semi skilled worker (applicable to BGR) + Rs 2500.00
A5	Technician Apprentice Discipline-Mechanical	3 Years Full time Diploma in Mechanical Engineering..	12	15	10	1	1	3	
A6	Technician Apprentice Discipline-Electrical	3 Years Full time Diploma in Electrical Engineering.	12	10	7	0	1	2	
A7	Technician Apprentice Discipline-Instrumentation	3 Years Full time Diploma in Instrumentation Engineering or equivalent.	12	5	4	0	0	1	

**Reservation Position: SC-3; ST-9; OBC-(NCL)-21; PWD\*-2 (One arm affected or one leg affected OH-1 Hearing Handicap HH-1)**

\*Reservation for Persons with Disability will be in the following positions:

- Technician Apprentices (Mechanical), Discipline Code A5 : OH- One arm affected or one leg affected & HH
- Technician apprentice (Electrical), Discipline Code: A6 : OH- One arm affected or one leg affected
- Technician Apprentice (Instrumentation), Discipline Code: A7 : One arm affected or one leg affected

**Note:**

1. The qualification prescribed shall be from recognized University / Institute as a regular full time course with minimum 50% marks (45% for SC/ST and PWD candidates against reserved positions) in aggregate.
2. The candidate should not have undergone Apprenticeship earlier or pursuing Apprenticeship Training as per the Apprentices Act, 1961 / 1973 as amended from time to time.
3. Candidates, who had training or job experience for a period of one year or more after the attainment of this qualification, shall not be eligible for being engaged as Technician Apprentice against the Discipline Codes **A4 to A7**. The applicant for the position of Technician Apprentices (Discipline Codes **A4 to A7**) should not have completed three years after passing of the qualifying examination as on **01.01.2016**.

**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 Principal of the Polytechnic / College / Institute from where the candidate pursued his/her Diploma course, along with his/her application.**

**Age:** Minimum 18 years and maximum 24 years as on date **01.01.2016 (Relaxable by 5 years for SC/ST, 3 years for OBC, for the posts reserved for them)**. Candidates belonging to PWD categories shall be given age relaxation up to 10 years [up to 15 years for SC/ST and up to 13 years for OBC (Non-Creamy Layer candidates)]

**Period of Apprenticeship Training:**

12 months to 36 months: As indicated against respective Discipline Codes.

**Selection Methodology:**

1. Selection for engagement of Apprentices would be based on written test of 2 hours duration & Skill/ Proficiency/ Physical Test. The later being the qualifying nature only.
2. The candidates will have to qualify successfully through each stage of the selection process. (Minimum 40%, relaxable by 5% for candidates from SC/ST/PWD Categories against reserved positions) and pre-employment medical fitness for being adjudged suitable for engagement.

**Concession:**

SC/ST/PWD candidate appearing for written test / Skill/ Proficiency/ Physical Test will be reimbursed single 2nd class railway fare from the nearest railway station of the mailing address to the place of written test / Skill/ Proficiency/ Physical Test and back by the shortest route on production of ticket, provided distance is more than 30 KM.

**General Instructions:**

1. Candidates are advised to carefully read the full advertisement for details of educational qualification and other eligibility criteria before submission of application.
2. PWD candidates with less than 40% of permanent disability are not eligible. The PWD candidates are required to submit a Disability Certificate issued by Competent Authority as per the Persons with Disabilities (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.
3. For claiming the benefit of OBC category, the candidates should submit a latest caste certificate in the proforma prescribed by Govt. of India, which would, among others, specifically mention that the candidate does not belong to the persons/section (creamy layer) as mentioned in column 3 of the schedule to the Department of Personnel & Training, Government of India OM No. 36012/22/93-Estt,(SCT) dated 08.09.1993. Candidate belongs to OBC category but falling in creamy layer are not entitled to OBC reservation benefits. Accordingly such candidate may choose to apply for positions provided if they meet the age criteria applicable to GEN candidates and indicate their category as "GEN." Indian Oil Corporation Ltd., Bongaigaon Refinery being a Central Public Sector Undertaking, only those communities that are mentioned in the common list of OBC approved by Central Government shall be treated as OBC for the purpose of reservation.
4. The candidate must have possessed the prescribed qualification / experience etc as on 01.01.2016.

5. Incomplete application, not supported by self attested copies of relevant documents, not fulfilling the eligibility criteria or those received after the last day of receipt of applications shall not be considered and shall be treated as **"Rejected"**.
6. Candidates applying for more than one Trade / discipline will not be considered and their application will be rejected.
7. Candidates possessing higher professional qualifications such as BE or equivalent, MBA or equivalent or MCA shall not be considered. Suppression of information regarding possession or pursuing higher qualification shall render a candidate ineligible for consideration at any stage of selection & termination at any time during engagement.
8. The decision of the Management will be final and binding on all candidates on all matters relating to eligibility, acceptance or rejection of the applications, mode of selection, cancellation of the selection process either in part or full, etc. No. correspondence will be entertained in this regard. Filling up of the seats is solely at the discretion of the management based on suitability of candidates and no claim will arise for engagement, if some of these seats are not filled due to unsuitability/insufficient number of candidate.
9. The candidature of the applicant would be provisional and subject to subsequent verification of certificates/testimonials. At any stage of the selection process, if it is found that the candidate has furnished false or incorrect information, then the candidature/ engagement is liable to be cancelled.
10. The pre engagement medical & physical fitness standards / parameters to be met by the candidates for selection as apprentice as those applicable to regular employment in respective trades / disciplines of IOCL.

The 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 they commence the application process.

The guidelines are available in the following link :

**[http://www.iocl.com/PeopleCareers/Preemployment\\_Guiding\\_Principless\\_11th\\_mar\\_2011.pdf](http://www.iocl.com/PeopleCareers/Preemployment_Guiding_Principless_11th_mar_2011.pdf)**

11. Canvassing in any form is liable to render the candidate to be ineligible.
12. Queries, if any, may be addressed to the following e-mail id : [dekaj@indianoil.in](mailto:dekaj@indianoil.in); Contact No. **(03664253133)**

**How to apply:**

The candidates are required to submit the Application cum Biodata in the prescribed attached format. In this context they are to submit one set of self attested certificates / testimonial of the following documents.

- |                          |   |
|--------------------------|---|
| a) Matriculation         | : Admit Card, Mark sheet & pass certificate                 |
| b) Age proof certificate | : Admit Card or Birth certificate issued by Govt authority. |
| c) Engineering Diploma   | : Mark Sheet & pass certificate                             |
| d) B Sc                  | : Mark Sheet & pass certificate                             |
| e) ITI                   | : Mark Sheet & pass certificate                             |
| f) Caste Certificate     | : SC/ST/OBC and PWD (if applicable)                         |

PROFORMA OF APPLICATION											Self attested latest passport size Photo		
1	Advertisement No	BGR/T&D/01/ Appr-2016											
	Trade/Discipline applied for :												
2	Code												
3	Name of candidate (in BLOCK LETTER)												
4	Father's Name												
5	Present address :	C/o :				Vill/ Ward No:							
		Landmark :				PO:							
		Dist:				State :							
		Mobile No: <b>(Mandatory)</b>				PIN:							
		email Id: <b>(Mandatory)</b>											
6	Permanent address :	C/o :				Vill/ Ward No							
		Landmark :				PO							
		Dist:				State :							
		Mobile No <b>(Mandatory)</b>				PIN							
7	Category (please tick the right box)	SC		ST		OBC		GEN		PWD		% of disability	
8	Gender (Please tick)	Male				Female							
9	Qualification from Class X onwards:												
10	Exam passed/ pursuing	Name of university / Institute						year of passing	% of mark obtained (aggregate)				
A													
b													
c													
d													
11	Whether enrolled as apprentice (please tick)	Yes		No				If yes, registration No:					
<b>Details of Experience</b>													
12	Name & address of employer	Post held	Area of work	Period									
				From	To								
a													
b													
C													
13	<b>Declaration:</b> I hereby declare that I have read all the conditions / criteria mentioned in the advertisement and I full fill the same. The statement made in this Application cum BioData format is true, complete & correct to the best of my knowledge & belief.												
	Date :		Signature of the Candidate :										
	Place :		Name of the candidate:										

The duly filled in Application cum Biodata along with all relevant documents / testimonials in the attached format should reach **Chief Manager (MS, T&D), T&D Section, Indian Oil Corporation Ltd, Bongaigaon Refinery, P.O. Dhaligaon, Dist : Chirang, Assam PIN – 783385 on or before 07.03.2016 through post only. The candidate should superscribe the name of the Trade/discipline applied for at the top of the envelope.**