



**OIL AND NATURAL GAS CORPORATION LIMITED**  
**HAZIRA PLANT**  
 Advertisement No.1/2016

Oil and Natural Gas Corporation Ltd. (ONGC), a “Maharatna” Public Sector Enterprise and India’s flagship energy major is engaged in Exploration and Production of Oil and Gas in India and abroad. A global player in energy it offers one of the best compensation packages in terms of cost to company (CTC) in the country with opportunity of merit-oriented advancement in a professionally managed organization focused on growth.

ONGC’s Hazira Plant, the largest Gas processing Plant in our Country is looking for promising, energetic, bright and **experienced** persons in the disciplines of, Electrical, Production, Mechanical and Chemistry for recruitment at A-1 & A-2 levels.

Eligible candidates will be required to appear for a written test. **The selected candidates will be appointed subject to medical fitness as per rules of the ONGC.**

**A PAY SCALE, EMOLUMENTS & OTHER BENEFITS.**

SL. NO.	LEVEL	TOTAL NO. OF POST	PAY SCALE	REMARKS
1	A-2 LEVEL	43	Rs.12000-27000/-	In addition to the Basic Pay, annual increment @ 3%, allowances @ 47% of Basic Pay under Cafeteria Approach, Dearness Allowance, House Rent Allowance, Mining allowance, Conveyance Maintenance, Substantial Performance Related Pay (PRP), Medical facility for Self & dependents, Self Contributory Post Retirement Benefit Scheme (PRBS), Composite Social Security Scheme (CSSS), Gratuity, Superannuation Benefits, Contributory Provident Fund (CPF), etc. are provided as per the Company's rules from time to time.
2	A-1 LEVEL	31	Rs.11000- 24000/-	
	Total	74		

- **Most of the Jobs demand outdoor field work in shifts requiring considerable physical efforts and technical skills. The job is transferable to any location within the country as demanded by the semi-mobile nature of operations.**

**B. AGE LIMIT (As on 30.04.2016).**

Category of Candidates		General	OBC-Non Creamy Layer	SC/ST
For A1 & A2 posts	Other than PwD	Minimum 18 Yrs	Minimum 18 Yrs	Minimum 18 Yrs
		Maximum 30 Yrs	Maximum 33Yrs	Maximum 35 Yrs
	Persons with Disability (PwD)	Minimum 18 Yrs	Minimum 18 Yrs	Minimum 18 Yrs
		Maximum 40 Yrs	Maximum 43Yrs	Maximum 45 Yrs

**C. DETAILS OF POSTS, RESERVATIONS AND ESSENTIAL QUALIFICATION (As on 30.04.2016).**

SI	Name of Post	Total	Posts identified for PwD*	Un-reserved	Reservations				Essential Qualifications
					SC	ST	OBC	PwD	
<b>A-II Level posts</b>									
1	Assistant Technician (Mechanical)	37	OA, OL, HH	20	2	5	10	1 (OA/OL)	3 years Diploma in Mechanical Engineering.
2	Assistant Technician (Electrical)	6	OL,HH	4	-	-	2	-	3 years Diploma in Electrical Engineering and should have Certificate of competency as Electrical Supervisor.
<b>A-I Level posts</b>									
SI	Name of Post	Total	Posts identified for PwD*	Un-reserved	Reservations				Essential Qualifications
					SC	ST	OBC	PwD	
3	Junior Assistant Technician (Fitting)	6	-	5	-	-	1	-	Matric with Science and Trade Certificate in Fitting
4	Junior Assistant Technician (Diesel)	7	-	6	-	-	1	-	Matric with Science and Trade Certificate in Diesel Mechanic
5	Junior Assistant Technician (Electrical)	1	OL, HH	1	-	-	-	-	Matric with Science, & Trade Certificate in Electrical Trade. Should have Certificate of Competency as Electrical Supervisor.
6	Junior Assistant Technician (Production)	9	-	5	1	1	2	-	Matric with Science and Trade Certificate in Fitting / Diesel / Instrumentation / Turner /Machining/Tractor/Motor Vehicle/Welding/ Black Smithy / Boiler Attendant and Machinist Grinder.
7	Junior Technical Assistant (Chemistry)	8	OA, OL, BL, HH	6	-	1	1	1- HH 1-(OA/OL/BL)	B.Sc. with Chemistry as main subject
<b>Grand Total</b>		<b>74**</b>							

\* Persons with Disabilities (PwD), may apply for posts which are identified for them even if no reservation is provided in those posts. However, their selection shall be on merit

\*\*07 nos of posts are reserved for ex-Servicemen.

**Abbreviations used: OL=One Leg, OA=One Arm, BL=Both Legs, HH-Hearing Impaired.**

**D. EXPERIENCE REQUIRED (As on 30.04.2016).**

For the above posts, five (05) years experience of working in a Gas Processing Plant shall be essential.

**Explanation:**

A Gas Processing Plant shall mean a Hydrocarbon Gas Processing Plant where the key processes includes Gas Sweetening & Dehydration, Cryogenic operations, Storage and transportation of Hydrocarbons is carried out. Experience other than in such "Hydrocarbon Gas Processing" units will not be considered"

The Experience Certificate is to be either issued or countersigned by the authorized signatory of the owner of such Plant. No other certificate shall be accepted.

**E. REGISTRATION / PROCESSING CHARGES.**

Category	Amount
General/OBC	Rs.350/- (Rupees Three hundred & Fifty only) Inclusive of applicable taxes etc.
SC/ST/PwD/Ex-Serviceman	NIL

**Note :-**

- Candidates are required to submit Registration Charges, as per the format of SBI Bank Challan by downloading from [www.ongcindia.com](http://www.ongcindia.com)
- Bank Charges shall be extra as applicable.
- Examination for all posts will be conducted on same day at same time.

Registration fee is **non-refundable**. Registration Fee can be deposited in any branch of State Bank of India through challan. The fee is to be deposited in ONGC Power Jyoti A/C Number **30827318409** of SBI, Tel Bhavan, Dehradun. Payment is to be made as per the designated process only. **Registration fee by any other mode of payment would not be acceptable**. Applicants should not deposit fee through instruments like Demand Draft/ Banker Cheque/ IPO, online transfer of money into ONGC account etc. If any applicant makes payment through any such mode the same **will NOT be returned/ refunded**. Applicants should therefore pay the fee through downloaded challan form (designated process) only.

SC/ST/OBC/ PWD candidates can also apply for posts which are not reserved for them. However SC/ST/PWD are not required to pay any fee while applying for posts which are not reserved for them

**F. TEST CENTRES FOR WRITTEN TEST.**

The Written test is scheduled to be conducted tentatively in following three cities of Gujarat depending upon the number of applications received. Candidates are required to indicate their choice of Examination centre but the allotment will be at the discretion of ONGC and NO change of Test Centre will be permitted at a later stage. In case the number of candidates opting to appear at a particular Test City shall be less than 360, ONGC may not hold the test in that particular City and such candidates shall be allotted a centre in any other city as specified below.

Name of the Test Centers		
AHMEDABAD	BARODA	SURAT

**Note :-**

- The Written Test is tentatively scheduled on **22<sup>nd</sup> May 2016(Sunday)**. The exact date and time of the test shall be posted on ONGC website [www.ongcindia.com](http://www.ongcindia.com). The Admit Card Shall be available for download from our website [ongcindia.com](http://ongcindia.com). The same shall also be sent to the candidates by post. Those not receiving the same, must download their Admit Card from ONGC's website.

**G. HOW TO APPLY.**

- Eligible applicants may apply 'Online' through the link available in ONGC's website: [www.ongcindia.com](http://www.ongcindia.com).**
  - Before registering/finally submitting their applications on the website the candidate should possess the following:
    - Valid e-mail ID & Mobile no.
    - Challan form downloaded and duly filled with the fee deposited and acknowledged by the concerned bank.
    - Scanned copies ( **jpeg/ jpg format** ) of recent passport size colour photograph of the candidate with white background (size **10KB to 50 KB**) and signature of the candidate (size **10KB to 20 KB**)
  - For posts where no vacancies are earmarked for reserved candidates, the candidates belonging to reserved category can apply as general candidates (unreserved category). However, they may indicate their actual category in the online application so as to be eligible for exemption of Registration fee. PwD candidates, however, can apply only in the posts identified for them.
  - Candidate can apply for more than one post in A-1 level requiring the same qualification, and give their preference of choice for the post. Candidates can select qualification from dropdown and second field will show

posts relevant to the particular qualification for which one can apply. Candidates can select multiple posts assigning preferences. For example a candidate can select A-1 Level Post and thereafter select 'Matric with Science and Trade Certificate in Fitting' as the qualification. Further, under the said qualification, the candidate can also apply for Junior Assistant Technician (Fitting) and Junior Assistant Technician (Production). However, a candidate cannot apply for multiple posts requiring different qualifications since the written examination for all posts shall be held on the same day/ time.

- d. The candidate can access the application form at [www.ongcindia.com](http://www.ongcindia.com). The online registration site would be open from 10.00 hours on 18.04.2016 to 18.00 hours on 30.04.2016.
- e. No changes shall be allowed once the candidate has saved and submitted his/her application.
- f. All information regarding examination schedule/ admit card shall be available on the website of ONGC- [www.ongcindia.com](http://www.ongcindia.com). ONGC will not be responsible for any loss of e-mail/ SMS sent, due to invalid/ wrong e-mail ID /Mobile No. etc. provided by the candidate or delivery of Emails to spam/bulk mail folder etc.
- g. Online Application and Payment methodology is available on the online application site.

## H PATTERN OF WRITTEN TEST.

- a) Eligible candidates will be required to appear for **Written test** (Multiple choice Questions Objective Type) of Two (02) hours duration, comprising following two sections:
  - (i) Subject/ Domain related (80% weightage),
  - (ii) General Mental Ability and Aptitude to test interpersonal skills, logical reasoning/ analytical/ comprehension ability, basic numeracy/ data interpretation skills and general awareness (20% weightage).
- b) The language of the test shall be English. However, the candidates may opt for test paper in Hindi and indicate the same in the application.

## I. SELECTION CRITERIA.

The following methodology shall be adopted for selection criteria :

For the posts at Sl Nos:- 1 to 6

a. Written test	:	85 marks
b. Academic performance (on Trade Cert- A1/ Dip. Engg- A2)	:	10 marks
c. Apprenticeship Certificate in relevant Trade/Diploma of eligible qualification	:	05 marks
<b>Total</b>	<b>:</b>	<b>100 marks</b>

For the posts at Sl Nos:- 7

a. Written test	:	85 marks
b. Academic performance (on qualifying exams marks)	:	15 marks
<b>Total</b>	<b>:</b>	<b>100 marks</b>

The further break-up of assigning marks for the academic performance for all the posts shall be as under:

Discipline / Class	Marks of academic performance to be assigned based on % age of marks in the essential qualification. In posts requiring more than one qualification marks in the trade certificate will be considered.		
	Upto 45%	Above 45% & upto 55%	Above 55%
Engineering Disciplines (for posts from Sl. 1 to 6)	03 marks	06 marks	10 marks
Chemistry Discipline (for posts at Sl. 7)	05 marks	10 marks	15 marks

- a. In order to be selected, in addition to fulfilling the requisite criteria, **the Candidates are required to score a minimum of 40% marks in the written test.**

- b. ONGC's departmental candidates shall be given first consideration in matters of selection vis-a-vis other candidates.

**J. RESERVED CATEGORIES CERTIFICATES.**

- i) SC/ST/OBC/PWD candidates must possess necessary certificates ONLY in the prescribed proforma meant for appointment to posts under the Government of India from the designated authorities; the prescribed format for such certificates is down-loadable from the online application site for guidance. OBC Candidates must possess the latest non-creamy layer certificate.
- ii) The claim of an SC/ ST/ OBC candidate will be determined in terms of the instructions/ guidelines issued by the Government of India.
- iii) No change in the community status already indicated by a candidate in his/her online application form for this examination will ordinarily be allowed.

**K. IMPORTANT NOTE/ GENERAL INSTRUCTIONS.**

- i. Reservations will be as per Government of India's Guidelines.
- ii. The applicants should be registered with one of the local Employment Exchanges of Gujarat. However, the job is transferable to any onshore/offshore location in the country or abroad.
- iii. The candidates must possess the essential qualification(s) mentioned against each posts e.g. for a post where essential qualification is Diploma in Engineering, a candidate not possessing the same shall not be eligible to apply even if he/ she possesses a higher qualification such as graduate/ post graduate degree in Engineering. Similarly, where Trade Certificate is the essential qualification, a candidate not possessing the same shall not be eligible even if he/ she possesses Diploma / Degree in Engineering.
- iv. The qualification(s) possessed by the candidates must have the required approval of the respective statutory bodies. For ex- Servicemen candidates, the qualification equivalency as per Govt of India's instructions shall be applicable. They, however, must possess discharge certificate clearly indicating the qualification equivalency. In such a case they shall be given minimum marks in the qualification criteria. In case they possess actual qualification they shall be awarded marks as per table at para-I under the head Selection Criteria.
- v. Candidates under the category, Persons with Disabilities (PwD) can apply only for the identified posts as indicated in the Table at para'C'.
- vi. PWD candidates shall be eligible for consideration in the identified posts provided the minimum degree of disability is 40% duly certified by the Authorised notified Medical Authority. In case the Medical Authority is not a Civil Servant, the certificate shall require countersignature of CMO/ Medical Superintendent/ Head of Govt. Hospital.
- vii. It may be noted that the advertised posts are critical for Plant Operations. In the event of sufficient number of ex-servicemen candidates are not available/ shortlisted, the post shall be filled in and the reserved vacancies shall be carried forward in the next recruitment exercise.
- viii. SC/ST/OBC candidates competing for un-reserved posts shall not be granted age relaxation otherwise available for the posts reserved for respective categories.
- ix. Ex-Servicemen will be given age relaxation for length of service in Armed Forces plus 3 years as per Govt. Rules. However, for Disabled Defence Services personnel the maximum age limit shall be 45 years (50 for SC/ST).
- x. ONGC reserves the right to grant age relaxation in specific cases.
- xi. All applicants must fulfill the essential requirements of the post and other conditions stipulated in the advertisement. They are advised to satisfy themselves before applying.
- xii. Screening and selection will be based on the details provided by the candidate. Hence, it is necessary that applicants should furnish only accurate, full and correct information. Furnishing of wrong/ false information will be a disqualification and ONGC will **NOT** be responsible for any consequence of furnishing of such wrong/ false information.
- xiii. Candidature of a candidate is liable to be rejected at any stage of recruitment process or after recruitment or joining if any information provided by him/ her is found to be false or is not found to be in conformity with eligibility criteria mentioned in the advertisement.
- xiv. Eligible SC/ST/PwD candidates called for written test will be reimbursed second class rail/ bus fare by the shortest route, on production of railway ticket / number or bus ticket (candidate opting for and allotted an examination city other than the city nearest from their mailing address will not be paid TA).
- xv. Requests for change of mailing address, test centre/ category / discipline as declared in the online application, will not be entertained.

- xvi. The Print out of registration slip should not be tampered with. In case of any overwriting or tampering of Registration slip, the candidature of candidate shall be rejected.
- xvii. Candidates should retain the copy of their Challan/ Registration Slip/ Admit Card for future reference.
- xviii. Candidates are required to deposit the applicable non refundable registration fee, as indicated in payment methodology at para-D above.
- xix. Candidates in employment of Public Sector Undertaking/ Govt. service may apply as per their Service Conditions. However, acceptance of joining in ONGC shall only be from a date prospective to their relieving on acceptance of resignation from their employer. Such candidates need not require employment exchange registration.
- xx. ONGC departmental candidates must ensure indicating their CPF Number, in the appropriate field in the online form, failing which they shall not repeat SHALL NOT be screened/ considered as departmental candidates from ONGC.
- xxi. Court of jurisdiction for any dispute will be Surat.
- xxii. Fee once paid will NOT be refunded on any account nor can it be held in reserve for any other examination or selection process.
- xxiii. Appointment of selected candidates will be subject to their passing the Company's Medical Examination as per standards laid down under ONGC's Medical Examination of Employees Rules, 1996. Details of the rules are available on ONGC's website, [www.ongcindia.co.in](http://www.ongcindia.co.in) .

**L. IMPORTANT DATES.**

a)	Registration start	18.04.2016 at 10.00 hrs.
b)	Last date for registration	30.04.2016 at 18.00 hrs.
c)	Written Test (Tentative)	22.05.2016

**M. IMPORTANT NOTICE TO ALL CANDIDATES.**

Canvassing in any form or influencing the officials for selection would result in immediate disqualification of the candidate. In case of any dispute, the decision of the management of ONGC will be final & binding on all candidates.

**Candidates are also advised not to respond to unscrupulous advertisements appearing in any newspaper. For authenticity of any advertisement, the candidates may check on ONGC's website [ongcindia.com](http://ongcindia.com). It may be noted that ONGC does not seek payments from the candidates except during the registration process and that too in 'Power Jyoti' account 30827318409 of SBI, Tel Bhavan, Dehradun.**

**General Manager- Head-HR/ER**