



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

**Advertisement No. : APP-RECTT/01/2016**

**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 Haldia Refinery ,West Bengal.

Applications are invited from candidates meeting the following qualification and other parameters for engagement as Apprentices under Apprentices Act,1961/1973 (as amended from time to time) in the Trade/Discipline 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 West Bengal.

S.No	Trade/Discipline	Qualification	Period of Apprenticeship (months)	Total Nos.	UR	SC	ST	OBC(NCL)
1	Trade Apprentice(Boiler) Discipline-Mechanical	3 yrs. Full time B.Sc.(Phy,Maths,Chem,/Ind Chem)	36	10	5	2	1	2
2	Trade Apprentice(Fitter) Discipline-Mechanical	Matric with 2 year ITI(Fitter) course	12	5	3	1	0	1
3	Trade Apprentice/Attendant Operator(Chemical Plant) Discipline-Chemical	3 yrs. Full time B.Sc.(Phy,Maths,Chem,/Ind Chem)	18	39	20	9	1	9
4	Technician Apprentice Discipline-Chemical	3 yrs. Full time Diploma in Chemical Engg./Refinery & petrochemicals Engg.	12					
5	Technician Apprentice Discipline-Mechanical	3 yrs. Full time Diploma in Mechanical Engg..	12	12	6	3	1	2
6	Technician Apprentice Discipline-Electrical	3 yrs. Full time Diploma in Electrical Engg..	12	2	1	1	0	0
7	Technician Apprentice Discipline-Instrumentation	3 yrs. Full time Diploma in Instrumentation Engg. Or equivalent	12	2	1	0	0	1

**Reservation Position\* : SC-16 ; ST-03 ; OBC(NCL)- 15**

**\*Persons with Disability** may apply for the following Disciplines:

- Technician Apprentice (Mechanical) Discipline –One arm affected or one leg affected /HH
- Technician Apprentice (Electrical) Discipline- One arm affected or one leg affected/HH
- Technician Apprentice (Instrumentation) Discipline- One arm affected or one leg affected/HH
- Trade Apprentice (Attendant Operator-Chemical Plant ) (For QC Discipline)- One arm affected or one leg affected (For QC discipline)

**Stipend:**

Category of Apprentice	Year of Apprenticeship Training	Rate of stipend
Trade Apprentice – Boiler Attendant	1 <sup>st</sup> Year	Rs. 6490 p.m
	2 <sup>nd</sup> Year	Rs. 6700 p.m.
	3 <sup>rd</sup> Year	Rs. 9659 p.m
Trade Apprentice – Attendant Operator (Chemical Plant)	1 <sup>st</sup> Year	Rs. 6970 p.m
	2 <sup>nd</sup> Year	Rs. 7220 p.m.
Trade Apprentice - ITI	1 <sup>st</sup> Year	Rs. 6970 p.m
Technician Apprentice	1 <sup>st</sup> Year	Rs. 9659 p.m

**Note:**

1. The qualification prescribed should be from a 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 candidates 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 these qualifications, shall not be eligible for being engaged as Technician Apprentice against the S.No.4-7. The applicant for the position of Technician Apprentices (S.No. 4-7) should not have completed three years after passing of the qualifying examination as on 31.03.2016.  
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 the Principal of Polytechnic/College/Institute from where the candidate pursued his Diploma course, along with his application form.

**Age:** Minimum 18 years and maximum 24 years as on 31.03.2016 (Relaxable by 5 years for SC/ST, 3 years for OBC(NCL), for the posts reserved for them).

Candidates belonging to PwD categories shall be given age relaxation upto 10 years (upto 15 years for SC/ST and upto 13 years for OBC (NCL) candidates).

**Period of Apprenticeship Training :** 12 months to 36 months: As indicated against respective Disciplines.

After successful completion of Apprenticeship period, candidates may be considered for appointment/ given due preference against vacancies in a regular post in respective disciplines, in terms of applicable guidelines/provisions.

Candidates (including PwD) considered for selection in Materials cadre and QC cadre will be imparted six-month internship and upon completion of such internship, may be considered for appointment in regular scale in Grade IV in terms of applicable guidelines/provisions. Such candidates will be paid an all inclusive stipend of Rs.15,250/- per month during the training period.

**Selection Methodology:**

1. Selections for engagement of Apprentices would be based on written test and personal interview. The written Test will be of two hours duration & would carry a weightage of 85%. The maximum weightage for interview will be 15%.
2. The candidate will have to qualify successfully through each stage of the Selection Process i.e. Written Test and Personal Interview (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.
3. 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\\_Principles11th\\_mar\\_2011.pdf](http://www/iocl.com/PeopleCareers/Preemployment_Guiding_Principles11th_mar_2011.pdf)

**Concessions /Relaxation:**

1. SC/ST/PwD candidates appearing for written test/interview will be reimbursed single second class railway fare from the nearest railway station of the mailing address to the place of test/interview and back by the shortest route on production of ticket, provided the distance is not less than 30 kms.

**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 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.
3. For claiming the benefit of OBC category, the candidate should submit 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/sections (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. Candidates belonging to OBC category but falling in creamy layer are not entitled to OBC reservation benefits. Accordingly such candidates may choose to apply for the positions provided they meet the age criteria applicable to UR candidates and indicate their category as "UR". Indian Oil Corporation Ltd. (Haldia 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 as on 31.03.2016.
5. Incomplete applications, not supported by self authenticated 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".
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 B.E. 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 and termination any time during engagement / employment if recruited.
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 candidates.
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 of the candidate is liable to be cancelled.
10. The exact date, place and time for Written Test/ Personal Interview will be communicated subsequently through e-mail.

**Other requirements:**

**The candidate must have an active email ID which must be valid for atleast one year. All future communications with the candidate will take place only through email.**

**How to apply:**

Candidates meeting the above prescribed eligibility criteria may send their applications in the prescribed format supported by all self attested relevant documents (qualification/experience/age/caste etc.) with latest (self attested) passport size photograph. Applications should reach by **Ordinary Post only** 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 20/05/2016. Candidates should superscribe Advt. No. and Name of the Trade/Discipline applied for on the top of the envelope. Applications received after last date shall be summarily rejected.

Canvassing in any form is liable to render the candidate ineligible. Queries, if any, may be addressed to the following e-mail id : [HRRECTT@indianoil.in](mailto:HRRECTT@indianoil.in) or Contact No 03224-223262