



IndianOil

Indian Oil Corporation Limited

**Recruitment of Post Graduates in Physics, Chemistry, Mathematics with Industrial Experience for the post of Assistant Officers**

**Frequently Asked Questions**

Sr No.	Query	Reply
<b>About eligibility</b>		
1	How will IndianOil use GATE score?	<p>IndianOil will use GATE-2013 score for short listing of the candidates, who have applied to IndianOil. Further selection process will consist of GD/GT and personal interview.</p> <p>IndianOil will get the GATE-2013 scores directly from GATE authorities.</p> <p>Only those candidates, who have appear in GATE-2013 in the relevant disciplines and simultaneously applied in IndianOil would be considered for further selection process in IndianOil.</p>
2	Does one have to pay separate application fees to IndianOil?	<p><b>No.</b> There is <b>no separate application fee</b> for IndianOil. Candidates require to pay the requisite fee for appearing in GATE-2013.</p> <p>Details about GATE fees are mentioned in GATE-2013 website. Information about GATE is also available in website of 7 IITs (Bombay, Delhi, Guwahati, Kanpur, Kharagpur, Madras &amp; Roorkee) and also of Indian Institute of Science (IISc), Bangalore.</p>
3	GATE conducts its examination in many papers from science disciplines. Will scores from all the papers be considered by IndianOil?	<p><b>No.</b> IndianOil will consider GATE-2013 score in 3 science disciplines ie. Physics, Chemistry and Mathematics, which have been advertised. The GATE codes for these papers are PH, CY and MA. Scores in XE and XL papers of GATE-2013 will not be considered for recruitment of assistant officers.</p> <p>Please see the detail advertisement in IndianOil website <a href="http://www.iocl.com">www.iocl.com</a>.</p>
4	What is an industrial experience?	Experience in areas like production, process, logistics, sales & distribution etc in any manufacturing/ service or other industries will be considered as industrial experience.

		<p>Experience in teaching and academic research will not be considered as industrial experience.</p> <p>The experience must be obtained after completion of post graduate degree. Experience during summer internships or any other training before completion of post graduation will not be considered as industrial experience.</p>
5	How will a candidate prepare for GATE-2013	Subject-wise syllabus of GATE-2013 is available in GATE-2013 brochure. It can be downloaded from GATE-2013 websites.
6	I am a post graduate with Masters in computer Application (MCA). Am I eligible for applying for the position of Assistant Officers?	The qualification required for Assistant Officers is post graduates in science subjects like Physics/ Chemistry/ Mathematics. Additionally one requires having 3 years industrial experience. Hence, a candidate with MCA degree is not eligible
7	I appeared in GATE last year in one of the three subjects. Do I need to write GATE in this year again?	<p><b>Yes.</b> GATE-2013 score is the only valid score for consideration for recruitment in IndianOil.</p> <p>Score from GATE-2012 or prior to that will not be considered by IndianOil for its recruitment purpose.</p>
8	Is there any upper age limit for appearing in GATE?	<p><b>No.</b> GATE does not have any upper age limit; but IndianOil has.</p> <p>General category candidates more than 30 years of age as on 30<sup>th</sup> June,2013 will not be considered for recruitment in IndianOil. Relaxations in age as prescribed by the Presidential directive of Government of India will be extended to other category candidates.</p>
9	Is there any minimum % of marks requirement for appearing in GATE	<b>No.</b> GATE does not have any % of marks requirement; but IndianOil has. General and OBC category candidates need to secure minimum 60% marks in their M.Sc degree examination. For other category candidates, it is relaxed to 'pass marks'.
19	Is there any physical fitness criteria for appearing in GATE	<b>No.</b> GATE does not have any physical fitness criteria; but IndianOil has. The candidates wanting to appear GATE for recruitment in IndianOil only must see the pre-employment medical fitness standard of IndianOil before proceeding with the GATE application process.
11	I completed my graduation through full-time regular programme, but did my post graduation through correspondence programme.	<b>No.</b> Only those who have completed the post graduation (M.Sc) through full-time, regular courses from a recognised university will only be eligible. Post graduate degree earned through on-line or correspondence, distant

	Am I eligible for the post of assistance officer?	learning programme will not be considered as eligible.
12	How sacrosanct is the requirement of three years industry experience? If I have teaching experience of 1 year and thereafter industrial experience of 2 years, shall I be considered?	The requirement of 3 years industrial experience is absolutely sacrosanct. Candidates with 1 year teaching experience and 2 years industrial experience or any combination of these two will not be considered.
13	I did my MS in Physics/ Chemistry/ Mathematics from a foreign university. I do have industry experience. Am I eligible?	Such candidates will only be eligible, if the degree is certified as equivalent to M.Sc by Association of Indian Universities (AIU)/ UGC.
14	I am writing GATE only for recruitment in IndianOil. If I want to change my GATE examination venue or want to correct a mistake in GATE form or if I face difficulty in downloading my GATE admit card with registration number, whom should I get in touch with?	You have to get in touch with GATE authorities. IndianOil does not have any control on conducting GATE examination. Anything pertaining to GATE-2013 examination requires to be dealt with GATE-2013 authorities only. The procedure is enumerated in GATE-2013 bulletin, available on GATE-2013 website. IndianOil's interaction with GATE is limited to getting the scores of the candidates appeared in 7 engineering disciplines advertised by IndianOil.
15	Can I apply to IndianOil before I download GATE admit card.	<b>No. GATE admits card will have your GATE registration Number. You have to apply to IndianOil with GATE registration number. Otherwise we shall not be able to retrieve your GATE score.</b>  <i>Please note that, in previous years, a number of candidates have lost their opportunities for appearing in further selection process ie Interview and GD/GT because they mentioned their GATE Registration number wrongly while applying in IndianOil. IndianOil does not have any other way to track down a candidate and retrieve his/ her score from database provided by GATE authorities, other than correct GATE registration number. Hence, all candidates are advised to be doubly sure that they are entering the right GATE- 2013 while applying in IndianOil</i>
18	Can I apply to IndianOil after appearing the GATE-2012 examination (after online and off-lie examination scheduled on 20 <sup>th</sup> January and 10 <sup>th</sup> February'13 respectively)	<b>No.</b> On-line application module of IndianOil will be closed on 19 <sup>th</sup> January, 2013.

### 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 take print out of my application later after I submit the same on-line?	<b>Yes.</b> You can retrieve your application later and take printout. However, you have to store your unique application ID number and GATE registration number safely for retrieving the same.
2	After submitting the application on-line, can it be viewed again?	<b>Yes.</b> It can be viewed but no changes in application once submitted can be carried out.
3	Can I save the on-line application in draft mode and make changes/ come back later for completing the same?	<b>Yes.</b> As long as your application is saved in draft mode, you can make changes and finish later on till 19 <sup>th</sup> January, 2013. After this cut-off date you will not be able to make changes and submit your application.  We shall not be able to retrieve your application, if you have not pressed the submit button.
4	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. Once the application is finally submitted, no change in any field will be permitted
5	Where the university does not give percentage and only gives letter grades/CGPA/OGPA, how to fill-in the % of marks in the on-line application	The grade/CGPA should be converted into % as per conversion formula applied by the Institute/ University for awarding class/division. In case of non availability of any such formula, IndianOil will have liberty to convert that into % by applying its own procedure as it will consider right.
6	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: <ol style="list-style-type: none"> <li>a. Checkout the latest central list of OBCs published by the National Commission for Backward Classes (NCBC). The relevant link is <a href="http://ncbc.nic.in/backward-classes/index.html">http://ncbc.nic.in/backward-classes/index.html</a>. For getting the benefit of reservation, the caste/ sub-caste/ community essentially has to be in central list. If the caste you belong to appears in a state list but not in the central list, you are not eligible for getting the reservation benefits</li> <li>b. Be very sure that you do not belong to creamy layer. Your OBC certificate must have a clear mention that you</li> </ol>

		<p>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 gets a new one issued by a competent authority.</p> <p><i>At the time of verification of the caste certificate at our end, at the time of recruitment or at any stage after that, if it is found out that the candidate has obtained reservation benefits by submitting, false/ incorrect certificate/ information; he will be terminated from the service of IndianOil immediately.</i></p>
7	Who is entitled for relaxation/concessions admissible to People with Disabilities (PWD) candidates	<p>Persons with disability of 40% or more will get the benefits admissible to PH candidates. It is necessary to have a valid disability certificate issued by the medical board constituted for the purpose and duly countersigned by the medical superintendent/ CMO/ Head of hospital.</p> <p>Candidates whose degree of disability is less than 40% are not entitled for any concessions admissible to PH candidates</p>
8	My name on GATE Application is mentioned as Gupta S K while in my Class X pass certificate the same has been mentioned as Sunil Kumar Gupta. Please advise how should I fill in my name while applying for IndianOil?	<p>One has to essentially mention the same names in your GATE application and application to IndianOil. In case, there is a mismatch in names (including the way it is written), in GATE/ IOC application with that of a document like Class X/XII/ graduation mark-sheet the onus will be on the candidate to establish that both the persons are same. If IOC is not satisfied with the explanation/ proof provided, the candidature will be rejected.</p>
9	Where should I mail my complete application form with photograph affixed?	<p>There is no need to mail the completed application after affixing photograph. One will require to bring this application, if he is called for personal interview/ GD/GT</p>
10	Is there anyway to apply off-line	<p>No! There is no way to apply off-line. One has to apply on-line and the module will remain opened till 19<sup>th</sup> January, 2013</p>