



# Indian Oil Corporation Limited

(A Government of India Undertaking)

## Requires Medical Officers (Grade A) for Refineries Division

Indian Oil Corporation Limited, a Maharatna and the highest ranked Public Sector Undertaking in Fortune's prestigious 'Global 500' listing with Pan India presence is 'The Energy of India'. IndianOil's business interest encompasses the entire hydrocarbon value chain.

IndianOil with a vision to become globally admired company invites applications from Indian nationals for recruitment to the post of Medical Officers for its Refineries Division.

No. of vacancies : 25

Reservation position : UR- 11, SC- 4, ST- 1, OBC – 7, PwBD - 1 ,EWS - 2

Postings will be in Refineries Division and it will be in any of the locations – Guwahati, Barauni, Gujarat, Haldia, Mathura, Panipat, Digboi, Bongaigaon and Paradip Refineries. The incumbents may be posted/transferred to any of these locations and Headquarters at New Delhi only, during their service period. Transfer to any other Division is not permissible.

### A) Qualification

A1

Sl. No.	Specialization	Minimum Qualification	Nos. required
1	Gynaecology & Obstetrics	MD/MS (Gynae & Obs.)	7
2	General Physician	MD (General Medicine)	5
3	General Surgeon	MS (General Surgery)	2
4	Pathology	MD (Pathology)	1
5	Paediatrics	MD (Paediatrics)	6
6	Orthopaedic	MS (Orthopaedics)	1
7	Anaesthesia	MD (Anaesthesia)	3

*Candidates with PG diploma in respective disciplines may also apply and such candidates shall be considered in the event of non-availability of suitable candidates with Post Graduate degree.*

**A2** MBBS with 4 years experience in General Medicine with any industrial hospital/ reputed hospital/nursing home may also apply and such candidates *shall be considered in the event of non-availability of suitable candidates with Post Graduate degree / Diploma as mentioned in A1 above.*

**A3** A qualification/ experience in Occupational Health shall be desirable.

**A4** Selected candidates with MD/MS qualification may be offered upto 5 increments on the minimum basic pay. Similarly, candidates with Post Graduate Diploma (post MBBS) qualification may be offered upto 2 increments.

### B) Job Responsibilities (indicative)

- Attend and treat all patients in Refinery Hospitals, First Aid Centres.
- Perform emergency duty as & when required / advised.
- Manage and treat accident/injury cases as and when required.
- Assist Hospital administration/OHC in carrying out the health check-up.
- Supervise nursing, para-medical & administrative staff in discharging their duties.
- Carry out duties in the area of specialization/ areas assigned from time to time.
- Monitor, maintain & ensure proper usage of medical equipments, accessories & inventories in Refinery Hospitals / First Aid Centres.
- Undertake any assignment as directed by CMO/Management from time to time.

C) **Age** – Upper age-limit for General/EWS category will be 35 years.

**Concessions / Relaxations**

1. Reservation of posts for SC/ST/OBC (Non-Creamy Layer)/EXM/ PwBD (degree of disability 40% or more in respective category)/EWS will be as per Govt. Directives.
2. Age relaxation by 5 years for SC/ST, 3 years for OBC and 10 years for PwBD candidates.
3. Age relaxation by 5 years for candidates domiciled in Jammu & Kashmir between 1.1.1980 and 31.12.1989.
4. Only such OBC candidates whose caste/community appears in the Central List of OBCs & who do not belong to Creamy Layer will be entitled to reservation benefit meant for OBC.
5. Candidates belonging to OBC category but falling in creamy layer (in terms of guidelines issued by Govt. of India from time to time) 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. 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.
6. Candidates belonging to EWS category are required to submit an Income & Asset Certificate issued by Competent Authority prescribed under Point No.5 of the Department of Personnel & Training's O.M. No.36039/1/2019-Estt(Res) dated 31.01.2019. Format for the same can be downloaded from the website. If the candidates are not able to submit the Income & Asset Certificate along with the application, an undertaking in this regard must be furnished. Format of the undertaking can be downloaded directly from the website.
7. In case of ex-servicemen and commissioned officers (including Emergency Commissioned Officers; ECOs/Short Service Commissioned Officers; SSCOs):
  - The prescribed upper age-limit shall be relaxed by the length of military service increased by three years (i.e. age of 34 years for a military service of 5 years increased by 3 years; total 8 years ; if prescribed upper age limit is 26), subject to the condition that the continuous service rendered in the Armed Forces is not less than 6 months after attestation & separation is otherwise than by way of dismissal or discharge on account of misconduct or inefficiency or by way of voluntary withdrawal.
8. PwBD/EXM candidates belonging to SC/ST/OBC categories shall be eligible for grant of cumulative age relaxation under the categories.
9. Reservations for Ex-servicemen/PwBD category will be extended on horizontal basis. Category of disability, which is acceptable is PL-Musculoskeletal (OH-Lower Limbs only). Being a hazardous industry, deployment of PwBD with other disabilities may put such PwBDs at risk, hence not being considered.
10. **The Rights of Persons with Disabilities Act 2016** - Section 2(r) defines "person with benchmark disability" as a person duly certified by the certifying authority with:
  - not less than 40% of a specified disability where specified disability has not been defined in measurable terms and
  - a disability where specified disability has been defined in measurable terms.
11. The PwBD candidates are required to submit a Disability Certificate (with disability of 40% or above) issued by competent authority as per the Rights of Persons with Disabilities Act, 2016 failing which their candidature as PwBD candidates will not be considered.
12. A PwBD candidate availing of only age relaxation (no relaxation in Interview qualifying marks) shall be considered against unreserved vacancy in order of merit in the select list before being considered against a reserved seat.
13. Persons with Benchmark Disabilities (PwBDs) must be capable of performing the task assigned to them / take instructions using suitable aids and appliances.
14. The criteria for full time regular course shall not be insisted upon in case of Ex-Servicemen, provided they possess a requisite EQUIVALENT qualification that has been acquired during the service period and is recognized by respective authority.
15. Ex-Servicemen claiming an equivalence in qualification shall be required to produce a copy of equivalence certificate by the concerned Ministry.

16. Exemption from payment of application fee for SC/ST/PwBD/Ex-Servicemen candidates.
17. Reimbursement of 2nd AC Rail fare by the shortest route, to candidates for appearing in Personal Interview provided the distance travelled is not less than 30 kms.

### **Selection Process**

- Candidates are required to give their option for consideration for either (a) North-East Refineries (Guwahati, Digboi or Bongaigaon) (b) Other than North-East Refineries (Barauni, Gujarat, Haldia, Mathura, Panipat or Paradip) (c) Any Refinery location.
- Candidates opting for North-east Refineries and belonging to North-east Regions upon selection, may be considered for initial posting in one of these Refineries ie. Guwahati, Digboi or Bongaigaon Refineries.
- Candidates opting for North-east Refineries but belonging to non North-east Regions upon selection, may be considered for initial posting in any Refinery location including North-east Refineries.
- The Selection process will comprise Personal Interviews only.
- The candidates should secure minimum 50% qualifying marks (40% for SC/ST/OBC(NCL) /PwBD/EXM candidates) in Personal Interview, for being adjudged suitable for selection.
- Securing the minimum qualifying marks does not confer any right or claim by the candidates for consideration for final selection, as the same is related to number of positions, relative composite merit applicable for each category & the conditions specified in the advertisement.
- In case more than one candidate secures the same mark, the candidate holding the preferred desirable qualification/experience followed by date of birth shall be considered for deciding place in the merit list.

### **Physical Fitness**

- Selected candidates will be required to undergo 'Pre-employment Medical Examination' and should be declared medically fit as per Indian Oil's pre-employment medical standard. Candidates are advised to go through the 'Guidelines and criteria for Physical Fitness for Pre-employment medical examination'. The guidelines may be downloaded from the website.

### **Liability to declare**

1. Candidates with reported ailments, deficiencies or abnormalities and also those with finding of not meeting the physical fitness criteria as above, shall make a declaration to this effect while submitting their application.
2. A candidate found UNFIT during medical examination conducted by any Refinery unit while seeking regular employment in the past shall also be required to declare the same with reasons for being declared UNFIT.
3. Candidates have to necessarily declare in case he has been arrested, prosecuted, kept under detention or fined, convicted by the Court of Law for any offence debarred/ disqualified by any Public Service Commission from appearing in its examination.

### **Pay & Perks**

- Selected candidates will be placed in the pay-scale of Rs.60,000/- - Rs. 1,80,000/-.
- Other allowances / benefits include DA (IDA Pattern)/ HRA / subsidized housing accommodation (depending upon place of posting), medical facilities, Gratuity, contributory Provident Fund, Employees' Pension Scheme, Group Personal Accident Insurance Scheme, Leave encashment, Leave Travel Concession(LTC) / LFA, contributory Superannuation Benefit Fund Scheme, Conveyance Advance / Maintenance reimbursement, Performance related Pay (PRP), Non-practising Allowance (NPA) and North-East Allowance, as the case may be, etc., as per rules of the Corporation.
- At present the Cost-to-Company including performance related pay is about Rs. 20 lakhs p.a.

## Service Liability

- Selected candidates will have to execute a bond of Rs.Three Lakh (Rs.50000/- for SC/ST/OBC/PwBD/EWS candidates) to serve the Corporation for a minimum period of three years from the date of joining.

## General

1. Only Indian nationals are eligible to apply.
2. Experience and Age requirement will be as on **31.12.2019**.
3. Certificate issued by a Board of Secondary Education for passing Matriculation/ Higher Secondary mentioning the date of birth shall be the only acceptable document in support of proof of age.
4. In case of qualifications acquired from foreign Institutes / Universities, the same shall be treated at par with qualifications offered by Indian Institutes / Universities provided candidates are able to produce equivalence certificate for such qualifications from the Competent Authority.
5. Candidates employed in Govt. Deptt. / PSUs / Autonomous Bodies must submit the application through proper channel. Alternatively, such candidates are required to submit NOC from their current employer at the time of interview failing which they will not be allowed to appear for further selection process.
6. Furnishing of wrong /false information or suppression of factual information will lead to disqualification. Since all the applications will be screened prior to personal interview, the candidates must fully satisfy themselves of the suitability for the position to which they are applying. If at any stage during the selection process, it is found that a candidate has furnished false or wrong information or has suppressed factual information or is found ineligible with respect to any of the eligibility parameters, his/her candidature will be rejected. If any of the above discrepancies w.r.t eligibility parameters, furnishing of wrong/false information and or suppressing of any material fact is detected/noticed even after appointment, his/her services will be liable for termination without any further notice. Candidate may also render himself liable to criminal prosecution.
7. The candidature of the applicant would be provisional and subject to subsequent verification of certificates/testimonials, medical fitness, etc.
8. The candidature of candidates giving more than one option will be **summarily rejected**.
9. Canvassing in any form during any stage of recruitment process will lead to cancellation of candidature.
10. Management reserves the right to cancel/restrict/enlarge/modify/alter the recruitment/selection process, if need arises, without issuing any further notice or assigning any reason thereof.
11. Candidates may visit the website [www.iocl.com](http://www.iocl.com) and go to '**What's New**'>click on "**Recruitment of Medical Officers – 2020 (Advt. No. RD-2020 dtd 04.01.2020)**" and get the details regarding prescribed eligibility criteria for the post of Medical Officer. Candidates may download the Application Form from the website.
12. Corrigendum/ Addendum etc. with regard to this advertisement, if any, will be made available on [www.iocl.com](http://www.iocl.com) only. Candidates are advised to refer to the above website periodically for updates.
13. Candidates Shortlisted for personal interview will be intimated through e-mail ID supplied by them in their Application Forms.
14. **Candidates awaiting results** as on date of submission of application **will not be considered** eligible.
15. Candidates not found to be meeting the prescribed eligibility criteria shall be rejected at any stage of the selection process.
16. Applications complete in all respect must be sent by **ordinary post** so as to reach on or before **31.01.2020** to '**The Advertiser, Post Box No.3096 Head Post Office, Lodhi Road, New Delhi -110003**.'

17. Applications not received within stipulated date or INCOMPLETE applications i.e Applications received without photograph/proper documents/fee payment receipt (wherever applicable) etc. will be rejected without any further communication.
18. In case of any query, candidates may write to IndianOil at [recruitmentMO2019@indianoil.in](mailto:recruitmentMO2019@indianoil.in).
19. **Please note that applications complete in all respect MUST be sent by ORDINARY POST to the above mentioned address ONLY. Applications sent by other modes viz. courier/registered post/ speed post etc. or to address other than mentioned above at Sl.No. 16 will be SUMMARILY REJECTED.**
20. Personal Interviews at Guwahati & New Delhi are likely to be held in the **3<sup>rd</sup> week of February 2020.**
21. Disputes, if any, shall be subject to jurisdiction of Courts at New Delhi.

#### **Requirement before filling Application Form**

- Candidates meeting the prescribed eligibility criteria may visit the website [www.iocl.com](http://www.iocl.com) & go to 'What's New' > click on 'Recruitment of Medical Officers – 2020 (Advt. No. RD-2020 dtd 04.01.2020)' and may download the Application Form. Candidates are advised to carefully read the full advertisement for details of educational qualification and other eligibility criteria before filling the application form.
- The Application Form requires details of educational qualification, experience, caste/sub-caste including date of issue & designation of issuing authority, State of Origin etc.
- Candidates must have the following ready before applying.
  - An active email id and mobile no. which must remain valid for at least one year. All communications to candidates will take place only through email/SMS alerts. IOCL will not be responsible for bouncing of any email sent to the candidates.
  - The relevant certificates/ testimonials /documents/proofs pertaining to age, caste, educational qualifications, post-qualification experience (if applicable), Disability Certificate (if applicable), Service Discharge Certificate (if applicable), Income & Assets Certificate (if applicable) etc.
- Candidates should also attach copies of internship completion certificate and registration certificate from State Medical Council/Medical Council of India.
- General, EWS and OBC candidates are required to pay a non-refundable application fee of Rs. 300/- (Rupees Three Hundred only) through SBI e-collect (<https://www.onlinesbi.com/sbicollect/icollecthome.htm>). Payment procedure for the same is as under :
  - Upon clicking the 'click for payment' link' candidates have to first choose 'All India' then 'PSU' followed by 'Indian Oil Corporation Limited'. The last option that the candidates will choose will be 'Medical Officers 2020-Refineries Division' (Advt. no. RD-2020 dtd 04.01.2020). Upon clicking the last option, payment window will be opened and candidates can make payment. After payment, please save and take a print of the payment confirmation for record and attach the same with the Application Form.
  - Provision for making application fee shall be available till **25.01.2020 (17.30 hrs.)** so that candidates shall have sufficient time to send their applications along with payment receipt confirmation slip so as to reach the above mentioned address on or before 31.01.2020.
- No application fee is required to be paid by candidates belonging to SC/ST/PwBD/EXM categories.
- The candidates must ascertain the correctness of each information/details before filling the Application Form and its final submission. The candidates shall be wholly/exclusively responsible for the information / details so filled/provided in his/her application form.

**IMPORTANT DATES TO REMEMBER :**

**Date of Publication of Advertisement in IOCL Website / availability of application form– 04.01.2020 (10.00 hrs.)**

**Date for making payment of application fee through SBI e-collect - 04.01.2020 (10.00 hrs.) – 25.01.2020 (17.30 hrs.)**

**Last date for receipt of applications by ORDINARY POST – 31.01.2020**

**Likely date of communication regarding Personal Interviews – 2<sup>nd</sup> week of February 2020**

**Likely date of Personal Interview at Guwahati & New Delhi – 3<sup>rd</sup> week of February 2020.**

**Advt. No. RD-2020**

**Date : 04.01.2020**