



# IndianOil



Indian Oil Corporation Limited is the largest commercial undertaking in India and the leading Indian Company in Fortune's prestigious 'Global 100' listing. Indian Oil's Mathura Refinery a modern Public Sector Refinery with state of art technology, requires young and energetic Junior Engineering Assistants in various disciplines indicated below.

S.No.	Post (Pay Scale of Rs.11900-32000/-)	Discipline	* Vacancy & Reservation	Eligibility Criteria (Qualification & others)	Minimum Post Qualification Experience Excluding Training/ Apprenticeship Training Period
1.	Junior Engineering Assistant-IV (Production)	Production	22 (UR-11, OBC-06 & SC-05)	3 years Diploma in Chemical Engineering with minimum 60% marks or B.Sc. with Physics, Chemistry and Maths with minimum 60% marks.	Minimum 02 years experience as on 01.01.2013 in operation (in rotating shift) of Pump House, Fired Heater, Compressor, Distillation column/ reactor in a Petroleum Refinery, petrochemical or Fertilizer/ Heavy chemical/Gas Processing Industry. Knowledge of safety aspects of handling Petroleum / Petrochemical products is desirable.
2.	Junior Engineering Assistant-IV (Electrical Maintenance)	Electrical	07 (UR-04, OBC-02 & SC-01)	3 years Diploma in Electrical Engineering with minimum 60% marks.	Minimum 02 years experience as on 01.01.2013 in operation of Generators / Distribution Substation comprising of both HT and LT at 0.4 and 6.6 KV level respectively or above; and/or maintenance of HT/LT Switchgears (PCC& MCC), Transformers, Motors, A.C.Bs, VCBs, UPS, variable speed drives, protection relays including Electromagnetic/Static/ Numerical Relays. Candidate should have working experience in Petroleum Refinery, Petrochemical Industry or Heavy Engineering Industry.
3.	Junior Engineering Assistant-IV- Mechanical Maintenance- (Rotary Equipment/General Fitter/ Machinist)	Rotary Equipment/ General Fitter/ Machinist	13 (UR-07, OBC-03 & SC-03)	<b>For Jr. Engineering Assistant-IV-Mechanical Maintenance- (Rotary Equipment / General Fitter):-</b>  3 years Diploma in Mechanical Engineering with minimum 60% marks or Matric with ITI (fitter) with minimum 60% marks.  <b>For Jr. Engineering Assistant-IV-Mechanical Maintenance- (Machinist):-</b>  3 years Diploma in Mechanical Engineering with minimum 60% marks or Matric with ITI (Machinist) from a recognized University / Institute with minimum 60% marks.	<b>Experience : (i) Essential</b> <b>For Jr. Engineering Assistant-IV-Mechanical Maintenance- (Rotary Equipment) :</b> Minimum 02 years experience for diploma holders & Minimum 03 years experience for Matric with ITI as on 01.01.2013, in Mechanical Maintenance of large Chemical Plant like Petroleum Refinery/ Fertilizer/ Petro Chemical Complex/ Gas Processing Industry. Candidate should have knowledge of Rotary Equipment maintenance like pumps/ Compressors/ turbine, alignment, vibration monitoring. <b>For Jr. Engineering Assistant-IV-Mechanical Maintenance - (General Fitter) :</b> Minimum 02 years experience for diploma holders & Minimum 03 years experience for Matric with ITI as on 01.01.2013, in Mechanical Maintenance of large Chemical Plant like Petroleum Refinery/ Fertilizer/ Petro Chemical Complex/ Gas processing Industry. Candidate should have knowledge and skill of fixing pump on foundation, Bolting/De-Bolting of Flanges & Fittings, Dismantling, Servicing and Assembly of Gate / Globe / Check Valves and Pressure relief valves in Hydrocarbon Industry, Maintenance of Process Towers and Pressure Vessels etc. Knowledge & Experience in Rigging shall have added advantage <b>For Jr. Engineering Assistant-IV-Mechanical Maintenance (Machinist):</b> Minimum 02 years min. for diploma holders & Minimum 03 years experience for Matric with ITI as on 01.01.2013, on Machines like Lathe, Boring / Shaping / Drilling Machine etc. <b>Experience : (ii) Desirable</b> <b>For Jr. Engineering Assistant-IV-Mechanical Maintenance- (Rotary Equipment):</b> Work experience on Centrifugal / Reciprocating Compressor shall have added advantage. <b>For Jr. Engineering Assistant-IV-Mechanical Maintenance-(Machinist):</b> Work experience on Vertical Boring Machine/Milling Machine shall have added advantage.
4.	Junior Engineering Assistant-IV (Power & Utility)	Power & Utility	20 (UR-09, OBC - 05, SC-05 & ST-1)	3 years Diploma in Mechanical or Electrical Engineering with minimum 60% marks <b>OR</b> B.Sc. with Physics, Chemistry and Mathematics (as main subject) from a recognized university/Institute as a regular student with minimum 60% marks. Other things being equal, candidates who are having Boiler Competency Certificate will get preference.	<b>For Diploma Holders :</b> Minimum 01 year Apprenticeship in Boiler Operations in an industrial house under the Apprentice Act, 1961 or Minimum 2 year work experience as on 01.01.2013 in operation of Thermal Power Station (DM plant / RO plant / Air compressors / Steam Turbines / Gas turbines / Boilers / Cooling Towers / HRSG etc). <b>For B.Sc. candidates :</b> Should have completed their Apprenticeship in Boiler Operations in an industrial house under the Apprentice Act, 1961 or Minimum 3 year work experience as on 01.01.2013 in operation of Thermal Power Station (DM plant / RO plant / Air compressors / Steam Turbines / Gas turbines / Boilers / Cooling Towers/ HRSG etc).
5.	Junior Engineering Assistant-IV (Fire & Safety)	Fire & Safety	6 (UR-03, OBC-02 & SC-01)	1. Matric /SSC with Sub officers' course from NFSC, Nagpur or from other Govt. recognized institute with HMV License. <b>2. Physical Standards (Minimum) :-</b> ● Height: 165 CM ● Weight: 50 Kg ● Chest: Normal 81 CM, Expanded : 86.5 CM ● Eyesight normal without glasses, colour vision normal ● Free from any vertigo problem, disease of heart, lungs, kidney and abnormal blood pressure. <b>3. Valid Heavy Vehicle Driving License</b>	Minimum 2 years experience as on 01.01.2013 in Fire & Safety set up of handling fire fighting equipments, Fire water networks, related communication systems, emergency handling, Fire Fighting Operation of Fire Tenders/ Pump House etc. in a Petroleum/ Petrochemical/ Chemical/ Fertilizer / Gas Processing Industry/Steel Plant.
6.	Junior Engineering Assistant-IV (Instrumentation)	Instrumentation	2 (UR-01 & OBC-01)	3 years Diploma in Instrumentation / Industrial Electronics Engineering with minimum 60% marks.	Minimum 02 years experience as on 01.01.2013, in maintenance of Electronic Instruments of a large Chemical Plant like Petroleum Refinery / Fertilizer / Petrochemical Complex or a large power plant (more than 100 MW capacity) Gas Processing Industry. Knowledge of layout / Installation standard / Cable schedule / wiring diagram / Impulse piping / Cu-tubing / Fluid Pressure / Flow Temperature / Level Inst. / Control valve is essential. Work experience of DCS / PLC system & Analyzers shall have added advantage.

\* The vacancies and reservation indicated above are tentative and include vacancies likely to occur in future and may increase or decrease in the relevant categories at the absolute discretion of management and in compliance with Presidential Directives on reservation at the time of appointment.

Note :-

- The prescribed qualification must be from Govt. recognized University /Institute as a regular student and the required minimum post qualification experience period calculated as on **01.01.2013**
  - The requirement of percentage marks in qualification is relaxed to minimum 55% for SC/ST candidates.
  - Candidates who possess professional qualification such as BE or equivalent, MBA or equivalent / MCA shall not be considered for any of the above posts.
  - SC/ST/OBC candidates applying against un-reserved posts shall be considered under general standards and no relaxation in age, qualification marks etc. shall be extended to them.
  - Offer against vacancies will be issued to the candidates for the post of Jr. Engineering Assistant-IV in relevant discipline in the pay scale of Rs. 11900-32000/- as and when vacancy arises.
  - Candidates who were engaged at Mathura Refinery as apprentice will be given age relaxation to the extent of the period for which the apprentice had undergone apprentice training at Mathura Refinery.
- Pay Scale & Emoluments :** Above posts are in Salary Grade IV in pay scale of Rs. 11900- 32000/-. In addition to Basic Pay, DA and HRA other benefits like PF, gratuity, LTC, liberalised medical benefits, productivity/performance linked incentive, leave encashment, conveyance allowance, superannuation benefits, post retirement medical benefits, Employees' Pension Scheme under PF, company accommodation (subject to availability), children education benefits etc. shall also be admissible as per rules of the Corporation.
  - Age Limit :** Minimum 18 years and maximum 26 years as on **01.01.2013**
  - Concessions/Relaxation :** (1) Relaxation in upper age limit by 5 years for SC/ST candidates & 3 years for OBC candidates and Ex-servicemen as per rules (2) Outstation SC/ST candidates called for test/interview will be reimbursed to and from second class rail/Bus fare by shortest route on production of ticket provided the distance is not less than 30 kms. (4) SC/ST and Ex-servicemen candidates are exempted from payment of application fee.
  - Selection Methodology :** The selection methodology will comprise of written test followed by Interview of the short listed candidates. The candidates will have to pass through each stage successfully for being adjudged as suitable for selection. The candidature of the applicant would be provisional and subject to subsequent verification of certificates / testimonials. Written test and interview shall be conducted at Mathura. Canvassing in any form will be considered a disqualification.
  - Application Fee :** The applications should be accompanied with a crossed **Demand Draft of Rs. 100/-** (Rs. One hundred only) as application fee (non refundable) in favour of **Indian Oil Corporation Ltd, Mathura Refinery payable at Mathura.** Money Order, Postal Order, Cash or any other mode of payment will not be accepted.
  - General Instructions :** (1) Candidates should send their typed application on a plain paper(A-4 size) duly signed with date in the prescribed proforma given below. (2) Candidates employed in Govt. Deptt./Public sector organisations should apply through proper channel. (3) Advt. No. and post applied for should be superscribed on the envelope. (4) Candidates should attach self attested photocopies of testimonials (proof of age, education qualification, experience and caste certificate) failing which the applications are liable to be rejected. (5) Candidates belonging to OBC category should submit proper caste certificate as per the proforma of Govt. of India, which should among others, specifically mention that he/she does not belong to the persons/sections (creamy layer) as mentioned in Col. 3 of the schedule to the Department of Personnel & Training in the Govt. of India OM No. 36012/22/93-Estt.(SCT) dated 8.9.93. (6) Applications without supporting documents/incomplete/not fulfilling the prescribed criteria in any respect or those received late are liable to be rejected. (7) One candidate can apply for one post only. Candidate applying for more than one post will not be considered. (8) Applications complete in all respects should be sent by **ORDINARY POST ONLY to Post Bag No. 007 Srinivaspuri Post Office Srinivaspuri, New Delhi-110065** so as to reach latest by **04.02.2013**. Please note that applications sent through courier or registered post or in person will not be accepted. The Corporation will not be responsible for any application lost in transit. Application form can also be downloaded from our corporate website : [www.iocl.com](http://www.iocl.com). **The date of written test and list of eligible candidates for written test will be posted in our official website i.e. www.iocl.com**

**APPLICATION FORM**  
**(USE CAPITAL LETTERS, LIMIT INFORMATION TO BOXES ONLY)**

1. POST A/F  2. CATEGORY (Please tick) SC  ST  OBC  GEN

3. NAME  4. Parent's Name

5. Mailing Address  Pin code   
6. State of Domicile   
7. E-Mail id

Affix  
Small  
size  
photograph  
3 x 3.5 cms

8. Date of Birth Date  Month  Year   
9. Age Year  Month  Days

10. Contact No. (Tel/Mobile)

11. Qualification : (Academic, Technical, Professional and computer related, if any (Class Xth onwards)	Duration of Course (In years)	% of marks obtained	Month and Year of passing	Name of University/Institute	Subjects

12. APPRENTICESHIP TRAINING:- Whether undergone Apprenticeship Training in Mathura Refinery. YES  NO  IF YES, YEAR:   
13. Whether belongs to Ex-servicemen category YES  NO  Duration of training in months

14. Post Qualification Experience: (Other than Apprenticeship Period/training)

Name of Company Organisation where working/worked	Duration of Experience		Number of		Type of assignments handled/specific nature of work/duty performed (attach additional sheets if required)
	From date	To date	Years	Months	

NOTE:- Please attach your self attested copies of Certificates/ testimonials with the application.

15. Application Fee particulars:

DD No.  Name of Issuing Bank   
Branch and code no.  Date of issue

I hereby declare that the particulars furnished above are complete and correct to the best of my knowledge and belief. I understand that if at any stage, it is found that the information given in the application is false or incorrect or I do not meet the prescribed eligibility criteria, my candidature/appointment is liable to be cancelled.

Date : \_\_\_\_\_ Place : \_\_\_\_\_ Signature : \_\_\_\_\_