



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

Requirement of Experienced Non-Executive Personnel

Indian Oil Corporation Limited is the largest commercial enterprise in India and a Fortune's "Global 500" company with a Global ranking of 98.

Gujarat Refinery, the flagship refinery of IndianOil invites applications from bright, energetic and result oriented candidates of Indian Nationality for the following positions in the Pay Scale of Rs. 11,900/- – 32,000/-.

Sr. No	Post Code	Name of Post	Existing Vacancies (*)	Likely Vacancies (*)	Total Vacancies	Likely Reservations
1	1/2012	Jr. Engg Asst-IV (Production) (#)	35	-	35	(Likely Reservation: SC-02, ST-06, OBC-09)
2	2/2012	Jr. Engg Asst-IV (Electrical)	22	07	29	(Likely Reservation: SC-03, ST-04, OBC-09)
3	3/2012	Jr. Engg Asst-IV (TPS) (#)	05	04	9	(Likely Reservation: SC-01, ST-02 OBC-02)
4	4/2012	Jr. Engg Asst-IV (Mechanical- Pumps & Compressor)	21	07	28	(Likely Reservation: SC-01, ST-04, OBC-08)

Reservation for Ex-servicemen candidates as per Govt. Directives issued from time to time.

(*) Vacancies indicated above are only likely and the number may change depending upon future requirements

(#) Positions are operated in Rotating Shift.

Eligibility criteria and other details

Qualification and experience: The prescribed qualification from recognized Indian University / Institute as a **regular student** and the required minimum post qualification experience for each post is given below:

Post	Qualification	Experience (Excluding Apprenticeship & Training)
Jr. Engg Asst-IV (Production)	B.Sc. with Chemistry as principal subject and Physics and Maths as subsidiary subjects / Diploma in Chemical / Petrochemical Engineering with First Class (Pass Class for SC/ST).	Minimum 2 years experience in operation (in rotating shift) of pump house, fired heater, compressor, distillation column, reactor in a petroleum refinery, petrochemical or fertilizer / gas processing industry.
Jr. Engg Asst-IV (Electrical)	Diploma in Electrical Engineering OR Diploma in Electronics Engineering OR Diploma in Power Electronics Engineering with First Class (Pass Class for SC/ST).	Minimum 3 years experience in Simple Switching and Multiple Switching operation in generation / distribution Substation, comprising both HT and LT; understanding of electrical wiring / circuit diagrams of switchgears motors and starters, operation and maintenance of electronic exchanges, electronic meters, electromagnetic and static relays, micro processor based relays, elevator system, AVR / DVR system, igniters etc. preferably in Petroleum Refinery, Petrochemicals, Fertilizer, Power Plant, Heavy Industry.
Jr. Engg Asst-IV (TPS)	Diploma in Mechanical Engineering OR Diploma in Electrical Engineering OR SSC with First Class (Pass Class for SC/ST). Candidates must also possess 1 st Class Boiler Competency Certificate in addition to above mentioned qualification.	Candidates with Diploma & 1 st Class Boiler Competency Certificate should have minimum 3 years experience and candidates with SSC & 1 st Class Boiler Competency Certificate should have minimum 5 years experience – in operation of high / medium pressure boilers and auxiliaries, turbine and auxiliaries, DM Water Plant, fuel handling System in medium / large Power Plant. Preference may be given to persons having operating experience of DIDC Controls.
Jr. Engg Asst-IV (M-P&C)	First Class Diploma in Mechanical Engineering or SSC with ITI (Fitter / Maintenance Mechanic) from recognized University / Board (pass class in case of SC / ST candidates).	Diploma holders should have 3 years experience and ITI candidates should have 5 years experience in Installation, Maintenance of Pumps, Compressor, Turbines, Columns, Valves, Boilers, Rotary etc. He should have working knowledge of measuring tools like calipers, vibration analyzers, torque wrenches, micro meters, dial gauge etc. and should be able to read and interpret drawings, sketches etc.

Age Limit - Minimum 18 years and maximum 26 years, **as on 01/07/2012**. Relaxation in age by 5 years for SC/ST candidates and 3 years for OBC candidates. Age relaxation for Ex-servicemen as per Govt. Directives.

Selection Methodology - The candidates meeting the prescribed eligibility criteria/ experience requirement will undergo Written Test. Candidates short-listed after the written test shall be subjected to Personal Interview. Candidates will have to qualify at each stage of selection process successfully for being adjudged suitable for selection.

Perquisites / Other Benefits: Besides Basic Pay and industrial pattern of DA, the other allowances/ benefits include HRA / subsidized housing accommodation (as per availability), Medical Facilities, Productivity/Performance Linked Incentive, Gratuity, Contributory Provident Fund, Employees Pension Scheme, Group Savings Linked Insurance, Leave Encashment, Leave Travel Concession/LFA, Contributory Superannuation Benefit Fund Scheme, House Building Advance, Conveyance Advance / Maintenance Reimbursement, Children's Education Allowance etc., as per rules.

General Instructions:

1. Interested candidates fulfilling the eligibility criteria should send their neatly typed applications in the prescribed proforma on a plain paper (A-4 size), duly signed with latest passport size photo along-with photocopies (duly attested by a Gazetted Officer) of Degree (mandatory for all 03 years)/ Diploma/ SSC Mark sheets & Final Degree/ Diploma Certificate, Date of Birth Certificate, Caste Certificate (if applicable). **No other enclosures apart from those mentioned above are required at this stage.**
2. The cut off date for reckoning educational qualification, experience, age, domicile etc. shall be **01/07/2012**.
3. Wherever CGPA/OGPA or Letter Grade is awarded in the Diploma examination, its equivalent percentage of marks and class/division must be indicated in the application form as per the norms adopted by University / Institute.
4. Candidates possessing higher qualification along with induction qualification in the respective posts need not apply. **Graduate Engineers/ MBAs will not be considered for any of the above posts.**
5. Latest caste certificate to be produced by reserved category candidates in the proforma prescribed by the Govt. and issued by Competent Authority only.
6. For claiming the benefit of OBC category, the candidate should submit latest caste certificate as per 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 and Training in the Government of India OM No. 36012/22/93-Estt. (SCT) dated 8.9.1993. Ours being a Govt. of India, Public Sector Undertaking, only those community that are mentioned in the common list of OBC prepared by Central Govt. shall be treated as OBC for the purpose of reservation.
7. Applicants from Govt. /Semi Govt. /PSU must apply through proper channel or produce "No Objection Certificate" at the time of appearing in the written test/interview.
8. Ex-servicemen fulfilling eligibility criteria can apply against the above posts along with relevant service certificates and qualification documents prescribed above. **Ex-servicemen applying for the above vacancies must submit a certificate indicating the equivalence of their qualification to that advertised, failing which the application will be rejected, without further reference in this regard.**

9. **Candidates are required to send a crossed Demand Draft of Rs.100/- (non-refundable) as application fee in favor of 'ACCOUNTS OFFICER, GUJARAT REFINERY', payable at Vadodara along with the Application Form. No other mode of payment shall be accepted. (SC/ST/Ex-Servicemen candidates are exempted from payment of Application Fee).**
10. Outstation SC/ST candidates called for written test / interview shall be reimbursed second-class rail / bus fare from the place of residence to the place of written test / interview by the shortest route subject to production of documentary evidence of rail tickets / bus tickets as per rules.
11. Filling up of vacancies is at the discretion of management based on suitability of candidates. The decision of the management in all matters relating to eligibility, acceptance or rejection of the application, mode of selection will be final and management will not entertain any enquiry or correspondence in this regard.
12. A candidate can apply for one post only. Candidates applying for more than one post will **not** be considered.
13. Canvassing in any form will be liable to render the candidates ineligible for any of the above posts.
14. Candidates must ensure that the applications are complete in all respect. Incomplete application in any respect or applications received after the due date will be rejected without any notice.
15. Furnishing of false information or suppression of any factual information would be a disqualification, and is likely to render the candidate unfit for employment under the Corporation.
16. **Applications complete in all respects in the prescribed format should be sent by ORDINARY POST ONLY, super scribing on the envelope – Name of the Post with Post Code to**

**Chief Human Resource Manager, Gujarat Refinery, Indian Oil Corporation Ltd.,
PO: Jawaharnagar, Dist: Vadodara – 391 320, latest by 18/07/2012.**

Please note that the application sent through registered post or courier will not be accepted.

[Download Application Form](#)