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INDIANOIL CORPORATION LIMITED
(Marketing Division)

Southern Region, IndianOil Bhavan, No.139, Uttamar Gandhi Road, Chennai - 600034

Advertisement No. IOCL/MKTG/APPR/2024-25

Notification for Engagement of Trade/Technician/Graduate Apprentice under the Apprentices Act, 1961 at IOCL-Southern Region (MD)

IndianOil Corporation Limited, one of 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 **Technician, Trade Apprentices and Graduate Apprentice (Technical and Non – Technical at its Locations in Southern States of India (Tamil Nadu& Puducherry, Karnataka, Kerala, Andhra Pradesh & Telangana).**

Applications are invited from candidates meeting the following qualification & other parameters for engagement of Apprentices under Apprentices Act, 1961/1973/ 1992 (&as amended from time to time) in the Disciplines mentioned below:

A. Educational Qualification, Provisional Number of seats in Apprentice category including likely reservation shall be as follows. Reservation will be applicable as per the prescribed percentage for recruitment applicable to the States/UT.

STATE	Discp.	Discipline	Period of Apprenticeship (in Months)	Total	UR	EWS	SC	ST	OBC	PwBD
Tamil Nadu and Puducherry	1	Trade Apprentice Fitter	12	8	5	0	1	0	2	0
	2	Trade Apprentice Electrician								
	3	Trade Apprentice Electronic Mechanic								
	4	Trade Apprentice-Instrument Mechanic								
	5	Trade Apprentice-Machinist								
Karnataka	6	Trade Apprentice Fitter	12	7	5	0	1	0	1	0
	7	Trade Apprentice Electrician								
	8	Trade Apprentice Electronic Mechanic								
	9	Trade Apprentice-Instrument Mechanic								
	10	Trade Apprentice- Machinist								
Kerala	11	Trade Apprentice Fitter	12	20	11	2	2	0	5	0
	12	Trade Apprentice Electrician								
	13	Trade Apprentice Electronic Mechanic								
	14	Trade Apprentice-Instrument Mechanic								
	15	Trade Apprentice- Machinist								
Andhra Pradesh	16	Trade Apprentice Fitter	12	30	13	3	4	2	8	0
	17	Trade Apprentice Electrician								
	18	Trade Apprentice Electronic Mechanic								
	19	Trade Apprentice-Instrument Mechanic								
	20	Trade Apprentice- Machinist								
Telangana	21	Trade Apprentice Fitter	12	30	13	3	4	2	8	0
	22	Trade Apprentice Electrician								
	23	Trade Apprentice Electronic Mechanic								
	24	Trade Apprentice-Instrument Mechanic								
	25	Trade Apprentice- Machinist								
Tamil Nadu and Puducherry	26	Technician Apprentice - Mechanical	12	20	10	2	3	0	5	0
	27	Technician Apprentice - Electrical								
	28	Technician Apprentice - Instrumentation								
	29	Technician Apprentice - Civil								
	30	Technician Apprentice – Electrical & Electronics								
	31	Technician Apprentice – Electronics								
Karnataka	32	Technician Apprentice - Mechanical	12	15	7	1	2	1	4	0
	33	Technician Apprentice - Electrical								
	34	Technician Apprentice - Instrumentation								
	35	Technician Apprentice - Civil								
	36	Technician Apprentice – Electrical & Electronics								
	37	Technician Apprentice – Electronics								

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STATE	Discp.	Discipline	Period of Apprenticeship (in Months)	Total	UR	EWS	SC	ST	OBC	PwBD
Kerala	38	Technician Apprentice - Mechanical	12	30	16	3	3	0	8	0
	39	Technician Apprentice - Electrical								
	40	Technician Apprentice - Instrumentation								
	41	Technician Apprentice - Civil								
	42	Technician Apprentice – Electrical & Electronics								
	43	Technician Apprentice – Electronics								
Andhra Pradesh	44	Technician Apprentice - Mechanical	12	20	9	2	3	1	5	0
	45	Technician Apprentice - Electrical								
	46	Technician Apprentice - Instrumentation								
	47	Technician Apprentice - Civil								
	48	Technician Apprentice – Electrical & Electronics								
	49	Technician Apprentice – Electronics								
Telangana	50	Technician Apprentice - Mechanical	12	20	9	2	3	1	5	0
	51	Technician Apprentice - Electrical								
	52	Technician Apprentice - Instrumentation								
	53	Technician Apprentice - Civil								
	54	Technician Apprentice – Electrical & Electronics								
	55	Technician Apprentice – Electronics								
Tamil Nadu and Puducherry	56	Graduate Apprentice	12	85	39	8	16	0	22	8
Karnataka	57			15	7	1	2	1	4	
Kerala	58			40	22	4	4	0	10	
Andhra Pradesh	59			30	13	3	4	2	8	
Telangana	60			30	13	3	4	2	8	
TOTAL				**400**	**192**	**37**	**56**	**12**	**103**	**8**

****NOTE: The reservation for PwBD as indicated for the Discipline of Graduate Apprentice, shall be applied on horizontal basis, across all categories, as per the Government guidelines. PwBD are not eligible to apply for Discipline Code 1 to 55. A person with specified disability listed in the Schedule appended to the Act but not covered under Section 34(1), if certified by the certifying Officer as a person with disability of 40% or above, shall be allowed concession/relaxation available to PwBD. His/her candidature will not be considered/adjusted against reservation provided to PwBDs under Section 34(1) of the Act of 2016.**

For PwBD (Persons with Benchmark Disability) category, Govt. of India Guidelines shall apply.

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.

The candidates are required to submit a Disability Certificate issued by competent authority as per the Rights of Persons with Disabilities Rules, 2017 failing which their candidature as PwBD candidates will not be considered.

Persons with Benchmark Disabilities must be capable of performing the task assigned to them/take instructions using suitable aids and appliances. Engagement of apprentices belonging to PwBD category will be from categories below:

1. PV-Low Vision, Blind
2. PH-Hard of hearing, Deaf
3. PL-Musculoskeletal (OH-OA/OL), Dwarfism, Acid attack victim, Cerebral Palsy, Leprosy cured
4. MD-Multiple Disabilities (a combination of above)

P=Physical; V=Vision; H=Hearing;
L=Locomotors;
OH=OrthopaedicHandicap;
OA=One Arm;
OL=One Leg

Deployment of PwBD with other disabilities, may put such PwBDs at risk, considering ours being a hazardous industry, hence not included.

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STIPEND: Rate of stipend payable to apprentices per month shall be as prescribed under Apprentices Act, 1961/1973, Apprentices Rules 1992/2019 as amended from time to time.

For Graduate and Technician Apprentice, the stipend will be paid in two parts, 50% by the Board of Apprenticeship Training (BOAT) and the remaining 50 % by Indian Oil Corporation. It is essential that the candidates have an Aadhaar seeded bank account that is enabled for Direct Benefit Transfer (DBT) for receiving the Government's share of stipend from BOAT.

Trade Apprentice would be receiving the stipend in full, from Indian Oil Corporation.

However, the above shall be subject to change as per guidelines and advice from Government/ Board of Apprenticeship Training/ National Apprenticeship Promotion Scheme (NAPS) or any such body stipulated by the Act/ Rules for issuing guidelines regarding Apprenticeship, from time to time.

Prescribed Qualification/Eligibility Criteria:

1. **For Discipline Code –01, 06, 11, 16, 21 -**Trade Apprentice (Fitter) –Matric with regular full time 2(Two) year ITI (Fitter) course recognized by NCVT/SCVT.

2. **For Discipline Code –- 02, 07, 12, 17, 22 -** Trade Apprentice (Electrician) – Matric with regular full time 2(Two) year ITI (Electrician) course recognized by NCVT/SCVT.

3. For Discipline Code – 03, 08, 13, 18, 23-Trade Apprentice (Electronics Mechanic) – Matric with regular full time 2(Two) year ITI (Electronics Mechanic) course recognized by NCVT/SCVT.

4. **For Discipline Code – 04, 09, 14, 19, 24-** Trade Apprentice (Instrument Mechanic) – Matric with regular full time 2(Two) year ITI (Instrument Mechanic) course recognized by NCVT/SCVT.

5. **For Discipline Code – 05, 10, 15, 20, 25-** Trade Apprentice (Machinist) – Matric with regular full time 2(Two) year ITI (Machinist) course recognized by NCVT/SCVT.

6. **For Discipline Code – 26,32,38,44,50 –**Technician Apprentice (Mechanical) –3 years regular full time Diploma in Mechanical Engineering with minimum 50% marks in aggregate for General, EWS and OBC-NCL& 45% in case of SC/ST/PwBD candidates for reserved positions from a recognized Institute/University.

7. **For Discipline Code –27,33,39,45,51 –**Technician Apprentice (Electrical) –3 years regular full time Diploma in Electrical Engineering with minimum 50% marks in aggregate for General, EWS and OBC-NCL& 45% in case of SC/ST/PwBD candidates for reserved positions from a recognized Institute/University.

8. For Discipline Code – 28,34,40,46,52 –- Technician Apprentice (Instrumentation) –3 years regular full time Diploma in Instrumentation Engineering with minimum 50% marks in aggregate for General, EWS and OBC-NCL& 45% in case of SC/ST/PwBD candidates for reserved positions from a recognized Institute/University.

9. **For Discipline Code -29,35,41,47,53–-**Technician Apprentice (Civil) – 3 years regular full time Diploma in Civil Engineering with minimum 50% marks in aggregate for General, EWS and OBC-NCL& 45% in case of SC/ST/PwBD candidates for reserved positions from a recognized Institute/University.

10. **For Discipline Code – 30,36,42,48,54 -**Technician Apprentice (Electrical & Electronics) –3 years regular full time Diploma in Electrical & Electronics Engineering with minimum 50% marks in aggregate for General, EWS and OBC-NCL& 45% in case of SC/ST/PwBD candidates for reserved positions from a recognized Institute/University.

11. **For Discipline Code – 31,37,43,49,55 -** Technician Apprentice (Electronics) –3 years regular full time Diploma in Electronics Engineering with minimum 50% marks in aggregate for General, EWS and OBC-NCL& 45% in case of SC/ST/PwBD candidates for reserved positions from a recognized Institute/University.

12. For Discipline Code – 56 to 60 – Trade Apprentice – Graduate Apprentice (BBA/B.A/B. Com/B.Sc.) – Regular full time Graduate in any discipline with minimum 50% marks in aggregate for General, EWS and OBC-NCL& 45% in case of SC/ST/PwBD candidates for reserved positions from a recognized Institute/University.

13. For all discipline codes: The qualification prescribed shall be from a recognized University/Institute **as a full time regular course in relevant disciplines**. Qualification acquired through Part-time / Correspondence / Distance Learning mode shall render the candidate **NOT ELIGIBLE** for the above notified disciplines.

14. Wherever CGPA/OGPA or Letter Grade is awarded in the Class XII//ITI/Degree /Diploma examinations, its equivalent aggregate percentage of marks must be indicated in the Online Application as per the norms adopted by Board/University/Institute. Candidates will have to furnish certificate from the concerned University/Institute regarding the equivalent aggregate percentage of marks with reference to their CGPA/OGPA or Letter grade at the time of document verification failing which their candidature will not be considered.

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15. Diploma under recognized Institute/University lateral entry scheme (Class XII/ITI) admitted in the second year of Diploma course shall also be considered.

16. The candidates who have undergone Apprenticeship earlier or pursuing Apprenticeship Training in an Industry as per the Apprenticeship Act, 1961/1973/1992 as amended from time to time or job experience for a period of 1 year or more are NOT eligible.

17. Applicants who have completed three years as on date of reckoning 31.07.2024, in relevant discipline after acquiring the prescribed qualification as per the last semester/Year marksheet shall NOT BE ELIGIBLE for engagement as apprentices.

18. 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 the Polytechnic/College/Institute from where the candidate pursued his course along with his Application Form.

19. Candidates registered with Local/State Employment Exchange(s)/ Vocational Rehabilitation Center for Person with Benchmark Disability (PwBD)and meeting the prescribed eligibility criteria, are required to **apply Online, failing which their candidature will not be considered**.

20. Candidates with qualification acquired through Distance Learning Mode or Part Time Mode or Correspondence mode shall NOT be considered.

21. Candidates possessing higher professional qualifications such as **B.E or equivalent, MBA or equivalent or MCA / CA/ ICWA, LLB 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/termination or any time during period of training.

B. **Age**: Minimum 18 years and maximum 24 years as on date of reckoning i.e.**31.07.2024** (Relaxation of 5 years for SC/ST i.e. up to a max of 29 yrs., 3 years for OBC-NCL i.e.up to a max of 27 yrs., for the posts reserved for them). Candidates belonging to PwBD categories shall be given age relaxation up to 10 years (up to 15 years for SC/ST) and up to 13 years for OBC-NCL candidates.

C. Selection Methodology:

1. The Selection shall be on the basis of marks obtained by the candidate in the Online Test and meeting the notified eligibility criteria.

2. The Online Test will be conducted with Objective Type Multiple Choice Questions (MCQ's) consisting of four options with one correct option.

3. The candidates will be assessed on parameters/sections as below

Trade Apprentice (Fitter/Electrician/Electronics Mechanic/Instrument Mechanic/Machinist) & Technician Apprentice (Mechanical/Electrical/Instrumentation/Civil/ Electrical & Electronics/ Electronics):

- Technical Acumen in relevant discipline
- Generic Aptitude including Quantitative Aptitude
- Reasoning Abilities
- Basic English Language Skills

Trade Apprentice –Graduate Apprentice (BBA/BA/B.Com/B.Sc.):

- Generic Aptitude including Quantitative Aptitude
- Reasoning Abilities
- Basic English Language Skills

4. The candidates will have to qualify successfully through each stage of the selection process i.e.Online Test (Minimum 40%, relaxable by 5% for candidates from SC/ST/PwBD categories against reserved positions), document verification and Pre-engagement medical fitness for being adjudged suitable for engagement.

5. Candidates are advised to ensure that they are medically fit as per Indian Oil's pre-engagement medical standard. Candidates are advised to go through the "Guidelines and Criteria for physical Fitness for Pre-Engagement Medical Examination" before they commence the application process. The guidelines are available in the following link: **https://www.iocl.com/apprenticeships -> Pre-engagement Medical Format.**

D. Concessions /Relaxation:

1. SC/ST/OBC(NCL-Non Creamy Layer) candidates applying for Unreserved (UR) seats shall be considered subject to their fulfilling the standards applicable to candidates belonging to General category.

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E. General Instructions:

1. Candidates are advised to carefully read the full advertisement for details of Educational Qualification and other eligibility criteria before submission of online application closing on 19th August 2024 @ 11:55 p.m.

2. Candidates are advised to register as Graduate/Technician/Trade Apprentice online in the following portals under the respective State as per their Trades below:

a) Trade Apprentice - ITI at **http://apprenticeshipindia.org/candidate-registration**
b) Technician Apprentice - Diploma and Graduate Apprentice at **https://nats.education.gov.in/student_register.php**

3. If the application is not submitted in line with the eligibility criteria, terms & conditions, then the Application is liable for rejection.

4. The last date for submission of online application is **19th August 2024 @ 11:55 p.m.** Candidates are requested to apply sufficiently in advance before the closing date.

5. All the candidates found eligible for appearing in Online Test will receive Login Credentials in their registered e-mail ID. Candidates are advised to maintain the same registered e-mail ID and mobile number till the completion of apprenticeship training.

6. Candidates are advised to periodically visit our website https://www.iocl.com/apprenticeships as all future correspondence and latest information with regard to Online Test shall be only on our website and/or by e-mail/SMS-alerts.

7. Any corrigendum/addendum etc. or updates with regard to this advertisement shall be made available on our website: https://www.iocl.com/apprenticeships ONLY.

8. Candidates have to apply for **ANY ONE DISCIPLINE CODE ONLY.** Candidates applying for more than one discipline Code will not be considered and their applications will be summarily rejected.

9. The candidature of the applicant would be provisional and subject to subsequent verification of certificates and testimonials. In case, it is detected at any stage of engagement or thereafter, that a candidate does not fulfil the eligibility norms and/or that he/she has furnished any incorrect/doctored/false information/certificate/documents or has suppressed any material fact(s), his/her candidature will stand cancelled. If any of these shortcomings is/are detected even after engagement, his/her engagement is liable to be terminated.

10. Engagement of selected candidates is subject to his/her being declared medically fit as per the requirement of the Corporation. All such engagement will also be subject to all relevant rules/policies/guidelines of the Corporation.

11. 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.

12. Applications/Registration which are incomplete or are received in any other mode/form, or not fulfilling the eligibility criteria and/or those received after the last date of submission of online application shall not be considered "Eligible" and treated as "Rejected". Canvassing of any kind shall disqualify the candidate.

13. Mere selection in Online examination or completion of document verification/empanelment after the selection process shall not confer any right of engagement as an apprentice in IOCL.

14. Upon completion of the Apprenticeship period, the Corporation shall have NO obligation to offer employment to such apprentices NOR can an Apprentice claim right for employment on the grounds of completion of Apprenticeship.

F. Requirement before filling online Application Form:

1. The candidate must have an active email ID and Mobile number which must be valid for at least 1 year as all future communications with candidates will take place through email/SMS alerts. Candidates are advised to mention their correct email id/mobile number and keep checking their e-mail /SMS messages as all future communications for Online Test/Document Verification/Offer Letter shall be sent only through email/SMS alerts.

2. The candidate should have the scanned copies of **self-attested** photocopies of the following documents ready in pdf/jpg format (not exceeding size of 200kb each) before applying online -

- Xth std/SSLC /Matriculation certificate and marksheet issued by concerned education Board as proof of Date of Birth.
- Marksheet and Degree Certificate or Provisional Certificate/Degree of the prescribed Educational Qualification-ITI/Diploma in Engineering/Graduation(as applicable)
- Caste certificate in the prescribed central format, if applicable.
- Caste validity certificate (applicable only for the state of Maharashtra)
- PWD certificate in the prescribed central format, if applicable

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- EWS certificate in the prescribed central format, if applicable
- Cancelled cheque/Front page of Bank account passbook
- PAN Card
- Signature in black ink. (**file size should be less than 50 Kb)**
- Recent color passport size photograph (**file size should be less than 50 Kb**)

3. The candidate must ascertain the correctness of all information before filling in the "Online Application Form" and its final submission. The candidate shall be wholly/exclusively responsible for the information provided in his/her online Application Form. Any changes in the application will not be entertained by IOCL after final submission of Online Application Form.

4. Cutoff/Reckoning date: The date for the purpose of possession of qualification and meeting age criteria shall be 31.07.2024.

5. Other Requirements:

a) Candidate to register themselves as an Apprentice with appropriate authority of the respective State against which they are applying. You need to register as an Apprentice using the link referred in Point E (2)
b) Candidate should have a PAN Card.
c) Candidate should have an Aadhaar Card.
d) Candidate should have a Bank Account & Cheque Book with their names printed.
e) Candidate should have a bank account seeded to his/her Aadhaar and the account to be enabled for DBT. If the same is not available, candidate is required to visit their bank and get their account both Aadhar seeded and DBT enabled.
f) Candidates should check if their bank account is Aadhaar seeded using the following link : **https://myaadhaar.uidai.gov.in/**
g) Candidates should check if their bank account is enabled for Direct Benefit Transfer (DBT) using the following link : **https://www.npci.org.in/** and check the status under consumer tab of the link. .

In case any of the above two mentioned in 5 (f) and (g) are not linked/ activated, candidate must approach their respective bank's branch for enabling the same.
h) Candidates should submit the details of the active bank account to which their Aadhaar is seeded to the Corporation for release of monthly Stipend.

G. How to Apply:

1. Candidates meeting the prescribed eligibility criteria may apply online from **02nd August 2024 (10:00 A.M.) to 19th August 2024 (11.55 P.M.)** through the link which will be provided in our corporate website https://www.iocl.com/apprenticeships. **Only Online mode of Applications will be accepted.**

2. After filling up the online application, the scanned copy of the latest colour photograph, scanned copy of the documents namely proof of Date of Birth (Xth Std certificate/mark sheet), prescribed educational qualification, caste certificate as applicable and signature to be uploaded without fail. In the absence of any single document, the application shall be summarily rejected.

3. Those applications which are incomplete/not uploaded with self- attested copies of certificates /not in line with the terms & conditions will be liable for rejection.

H. Verification of Documents:

Candidates qualified in the Online Test may be called for Online Document Verification on suitable date. Those candidates will have to upload all documents , as stipulated in clear, legible form for online verification . The following original documents along with a self-attested copy should be furnished at the time of joining at Location:

a) Xth std /SSLC /Matriculation certificate/mark sheet issued by the concerned Education Board as proof of Date of Birth. No other document will be accepted for verification of Date of Birth.

b) Latest Caste certificate by reserved category candidates in the Performa prescribed by the Govt. and issued by Competent Authority only.

c) For claiming the benefit of OBC-NCL category, the candidate should submit a latest Caste Certificate (**not more than 12 months old from the date of reckoning i.e. 31.07.2024**) 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". IndianOil Corporation Ltd. (MD) being a Central Public Sector Undertaking, Only those communities that are mentioned in the common list of OBC-NCL approved by Central Government shall be treated as OBC-NCL for the purpose of reservation.

d) Certificate from the Institute stating that the Candidate has pursued through regular mode and the year of passing.

e) Semester-wise / Year-wise mark sheets of ITI (NCVT) /Graduation/Diploma in Engineering.

f) Final ITI (NCVT) Certificate/HSC/Graduation/Diploma in Engineering issued by the respective Board / Authority/ Institute.

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I. IMPORTANT DATES TO NOTE:

1. DATE OF OPENING OF ONLINE APPLICATION: 02nd AUGUST 2024 FROM 10:00 AM ONWARDS.

2. LAST DATE OF SUBMISSION OF ONLINE APPLICATION: 19th AUGUST 2024 UPTO 11:55 pm.

3. ONLINE TEST DETAILS WILL BE INTIMATED ON REGISTERED EMAIL ID/SMS.

(Please note that any change in date of the Online Examination will be intimated through the IOCL website. Hence candidates are advised to regularly check the website for any updates).