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OIL AND NATURAL GAS CORPORATION LIMITED

Advt. No: ONGC/APPR/1/2024 **Date of Notification: 04.10.2024**
Last Date of receipt of applications: 25.10.2024

ENGAGEMENT OF APPRENTICES UNDER THE APPRENTICES ACT, 1961

Oil and Natural Gas Corporation Limited (ONGC), which is India's flagship energy major and a 'Maharatna' Central Public Sector Enterprise engaged in Exploration and Production of Oil & Gas in India and abroad, as a measure of Skill Building initiative for the Nation, proposes to engage apprentices from its operational areas at its location across 25 work centres.

Applications are invited from candidates meeting the following qualifications for engagement as Apprentices under Apprentices Act 1961 (as amended from time to time) in the trade/disciplines mentioned below:

A. LOCATION and TENTATIVE NO. OF SEATS
Note: A candidate is to choose and can apply for one trade at one work centre/Location only.

NORTHERN SECTOR

Work Centre	Sl.No	Trade	No. of Seats
Dehradun	1	Accounts Executive	10
	2	Computer Operator and Programming Assistant	10
	3	Secretarial Assistant	20
	4	Laboratory Assistant(Chemical Plant)	10
	5	Mechanic Diesel	10
	6	Electrician	10
	7	Civil Executive (Graduate)	5
	8	Civil Executive (Diploma)	5
	9	Electronics Mechanic	10
	10	Fitter	10
	11	Petroleum Executive	10
	12	Fire Safety Technician (Oil & Gas)	5
		Sub Total	**115**
OVL Delhi	1	Accounts Executive	5
	2	Secretarial Assistant	5
	3	Computer Operator and Programming Assistant	4
	4	Electrician	2
	5	Civil Executive(Graduate)	1
	6	Civil Executive (Diploma)	1
	7	Front Office Assistant	4
	8	Fire Safety Executive	1
	9	Fire Safety Technician (Oil & Gas)	1

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		Sub Total	**24**
Delhi	1	Accounts Executive	2
	2	Secretarial Assistant	2
	3	Computer Operator and Programming Assistant	4
	4	Electrician	2
	5	Front Office Assistant	3
		Sub Total	**13**
Jodhpur	1	Electrician	2
	2	Front Office Assistant	5
	3	Account Executive	2
		Sub Total	**9**
		Northern Sector Total	**161**

MUMBAI SECTOR

Work Centre	Sl. No	Trade	Tentative No. of Seats
Mumbai	1	Accounts Executive	15
	2	Secretarial Assistant	25
	3	Stenographer	5
	4	Computer Operator and Programming Assistant	25
	5	Library Assistant	2
	6	Civil Executive(Graduate)	4
	7	Civil Executive (Diploma)	5
	8	Electronics Executive (Graduate)	3
	9	Electronics Executive (Diploma)	5
	10	Fire Safety Technician (Oil & Gas)	3
	11	Fire Safety Executive	2
	12	Front Office Assistant	15
	13	Electrician	10
	14	Electronics Mechanic	10
	15	Mechanic Refrigeration and Air Conditioning	10
		Sub Total	**139**
Panvel	1	Accounts Executive	1
	2	Secretarial Assistant	4
	3	Laboratory Assistant	1
	4	Computer Operator and Programming Assistant	5
	5	Civil Executive (Diploma)	1
	6	Front Office Assistant	2
	7	Electrician	2
	8	Electronics Mechanic	1
	9	Fire Safety Technician (Oil & Gas)	3
		Sub Total	**20**
Nhava	1	Civil Executive(Graduate)	1
	2	Civil Executive (Diploma)	1
	3	Computer Operator and Programming Assistant	2
	4	Electrician	5
	5	Fire Safety Executive	2

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	6	Fire Safety Technician (Oil & Gas)	2
	7	Laboratory Assistant (Chemical Plant)	1
	8	Secretarial Assistant	5
	9	Store Keeper (Petroleum Products)	4
		Sub Total	**23**
Goa	1	Accounts Executive	2
	2	Secretarial Assistant	6
	3	Front Office Assistant	10
	4	Computer Operator and Programming Assistant	6
	5	Electrician	2
	6	Civil Executive(Graduate)	1
	7	Civil Executive (Diploma)	1
	8	Fire Safety Technician (Oil & Gas)	4
		Sub Total	**32**
Hazira	1	Mechanical Executive (Graduate)	2
	2	Mechanical Executive (Diploma)	2
	3	Secretarial Assistant	4
	4	Instrument Mechanic	5
	5	Laboratory Assistant Chemical Plant	6
	6	Fitter	8
	7	Front Office Assistant	10
	8	Fire Safety Technician (Oil &Gas)	2
	9	Computer Operator and Programming Assistant	5
	10	Mechanic Refrigeration and Air Conditioning	1
	11	Mechanic Diesel	4
	12	Welder (Gas & Electric)	2
	13	Electrician	8
	14	Mechanic Repair & Maintenance of Vehicle	1
	15	Instrumentation Executive (Graduate)	1
	16	Accounts Executive	4
	17	Fire Safety Executive	1
		Sub Total	**66**
Uran	1	Accounts Executive	2
	2	Draftsman(Civil)	2
	3	Secretarial Assistant	2
	4	Electronics Mechanic	4
	5	Computer Operator and Programming Assistant	23
	6	Electrician	11
	7	Fitter	11
	8	Instrument Mechanic	6
	9	Mechanic Diesel	2
	10	Mechanic Refrigeration and Air Conditioning	5
	11	Fire Safety Executive	1
	12	Welder (Gas & Electric)	8
	13	Fire Safety Technician (Oil &Gas)	4
		Sub Total	**81**
		Mumbai Sector Total	**310**

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WESTERN SECTOR

Work Centre	Sl. No	Trade	Tentative No. of Seats
Cambay	1	Accounts Executive	2
	2	Secretarial Assistant	5
	3	Computer Operator and Programming Assistant	2
	4	Draughtsman Civil	2
	5	Electrician	3
	6	Mechanist	4
	7	Welder (Gas & Electric)	8
	8	Fitter	5
	9	Instrument Mechanic	1
	10	Laboratory Assistant (Chemical Plant)	2
	11	Mechanic Repair & Maintenance of Vehicles	4
	12	Electronics Mechanic	2
	13	Mechanic Diesel	3
	14	Mechanic Refrigeration and Air Conditioning	2
	15	Surveyor	2
	16	Fire Safety Technician (Oil & Gas)	1
		Sub Total	**48**
Vadodara	1	Secretarial Assistant	5
	2	Instrument Mechanic	4
	3	Laboratory Assistant (Chemical Plant)	6
	4	Machinist	9
	5	Mechanic Repair & Maintenance of Vehicles	6
	6	Mechanic Diesel	5
	7	Mechanic Refrigeration and Air Conditioning	2
	8	Surveyor	2
	9	Welder (Gas & Electric)	5
	10	Civil Executive(Graduate)	1
	11	Civil Executive (Diploma)	1
	12	Computer Science Executive(Graduate)	3
	13	Computer Science Executive(Diploma)	2
	14	Electronics Mechanic	3
	15	Instrumentation Executive (Graduate)	2
	16	Instrumentation Executive (Diploma)	1
	17	Fitter	5
	18	Mechanical Executive (Graduate)	3
	19	Mechanical Executive (Diploma)	2
	20	Fire Safety Executive	1
	21	Fire Safety Technician (Oil &Gas)	8
		Sub Total	**76**
Ankleshwar	1.	Accounts Executive	5
	2.	Computer Operator and Programming Assistant	5
	3.	Draughtsman (Civil)	4
	4.	Electrician	8
	5.	Fitter	10
	6.	Instrument Mechanic	5
	7.	Machinist	5
	8.	Mechanic Repair & Maintenance of Vehicles	5
	9.	Mechanic Diesel	12

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	10.	Surveyor	4
	11.	Welder (Gas & Electric)	5
	12.	Civil Executive(Graduate)	2
	13.	Civil Executive (Diploma)	1
	14.	Computer Science Executive (Graduate)	1
	15.	Computer Science Executive (Diploma)	1
	16.	Electronics & Telecommunication Executive(Diploma))	1
	17.	Electrical Executive (Graduate)	3
	18.	Electrical Executive (Diploma)	2
	19.	Electronics Executive (Graduate)	2
	20.	Electronics Executive (Diploma)	1
	21.	Instrumentation Executive (Graduate)	3
	22.	Instrumentation Executive (Diploma)	2
	23.	Mechanical Executive (Graduate)	3
	24.	Mechanical Executive (Diploma)	2
	25.	Petroleum Executive	3
	26.	HR Executive	5
	27.	Secretarial Assistant	20
	28.	Fire Safety Technician (Oil & Gas)	10
	29.	Fire Safety Executive	1
	30.	Store Keeper (Petroleum Products)	3
		Sub Total	**134**
Ahmedabad	1	Accounts Executive	7
	2	Computer Operator and Programming Assistant	10
	3	Draughtsman (Civil)	2
	4	Electrician	15
	5	Electronics & Telecommunication Executive(Diploma)	3
	6	Fitter	20
	7	Instrument Mechanic	10
	8	Machinist	2
	9	Laboratory Assistant (Chemical Plant)	4
	10	Front Office Assistant	10
	11	Mechanic Repair & Maintenance of Vehicles	5
	12	Mechanic Diesel	15
	13	Welder(Gas & Electric)	8
	14	Electrical Executive (Graduate)	3
	15	Electrical Executive (Diploma)	3
	16	Electronics Executive (Graduate)	2
	17	Electronics Executive (Diploma)	2
	18	Mechanical Executive (Graduate)	4
	19	Mechanical Executive (Diploma)	3
	20	Petroleum Executive	3
	21	Fire Safety Technician (Oil & Gas)	8
	22	Fire Safety Executive	1
	23	Secretarial Assistant	5
	24	Computer Science Executive(Graduate)	2
	25	Computer Science Executive(Diploma)	2
		Sub Total	**149**
Mehsana	1	Accounts Executive	5
	2	Secretarial Assistant	5
	3	Computer Operator and Programming Assistant	10
	4	Draughtsman (Civil)	4
	5	Electrician	10

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	6	Fitter	25
	7	Instrument Mechanic	10
	8	Laboratory Assistant (Chemical Plant)	8
	9	Machinist	3
	10	Mechanic Repair & Maintenance of Vehicles	8
	11	Mechanic Diesel	10
	12	Surveyor	4
	13	Welder (Gas & Electric)	9
	14	Mechanical Executive(Graduate)	5
	15	Mechanical Executive(Diploma)	4
	16	Fire Safety Technician (Oil & Gas)	15
	17	Fire Safety Executive	5
		Sub Total	**140**
		Western Sector Total	**547**

EASTERN SECTOR

Work Centre	Sl.No	Trade	Tentative No. of Seats
Jorhat	1	Accounts Executive	10
	2	Electrician	20
	3	Fitter	25
	4	Instrument Mechanic	7
	5	Laboratory Assistant (Chemical Plant)	10
	6	Mechanic Repair & Maintenance of Vehicles	5
	7	Mechanic Diesel	25
	8	Welder (Gas & Electric)	12
	9	Executive (HR)	10
	10	Front Office Assistant	10
	11	Fire Safety Technician (Oil & Gas)	6
		Sub Total	**140**
Silchar	1	Accounts Executive	5
	2	Secretarial Assistant	12
	3	Computer Operator and Programming Assistant	5
	4	Draughtsman (Civil)	4
	5	Electrician	8
	6	Fitter	8
	7	Machinist	2
	8	Mechanic Diesel	10
	9	Welder (Gas & Electric)	8
	10	Front Office Assistant	5
	11	Fire Safety Executive	1
	12	Fire Safety Technician (Oil &Gas)	3
		Sub Total	**71**
Nazira & Sivasagar	1	Accounts Executive	25
	2	Library Assistant	2
	3	Secretarial Assistant	30
	4	Computer Operator and Programming Assistant	40
	5	Draughtsman (Civil)	2
	6	Data Entry operator	10

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	7	Electrician	25
	8	Civil Executive (Graduate)	3
	9	Civil Executive (Diploma)	3
	10	Electronics Mechanic	10
	11	Fitter	70
	12	Instrument Mechanic	5
	13	Laboratory Assistant (Chemical Plant)	8
	14	Machinist	5
	15	Mechanic Repair & Maintenance of Vehicles	4
	16	Mechanic Diesel	25
	17	Medical Laboratory Technician (Cardiology)	3
	18	Medical Laboratory Technician (Pathology)	3
	19	Medical Laboratory Technician(Radiology)	3
	20	Welder (Gas & Electric)	10
	21	Computer Science Executive (Graduate)	1
	22	Computer Science Executive (Diploma)	1
	23	Electronics& Telecommunication Executive(Diploma)	2
	24	Electrical Executive (Graduate)	5
	25	Electrical Executive (Diploma)	5
	26	Electronics Executive (Graduate)	3
	27	Electronics Executive (Diploma)	3
	28	Instrumentation Executive (Graduate)	3
	29	Instrumentation Executive (Diploma)	2
	30	Mechanical Executive (Graduate)	5
	31	Mechanical Executive (Diploma)	5
	32	Petroleum Executive	10
	33	Front Office Assistant	20
	34	Fire Safety Executive	8
	35	Fire Safety Technician (Oil & Gas)	11
	36	Store Keeper (Petroleum Products)	2
		Sub Total	**372**
		Eastern Sector Total	**583**

SOUTHERN SECTOR

Work Centre	Sl.No	Trade	Tentative No. of Seats
Chennai	1	Accounts Executive	35
	2	Electronics Mechanic	1
	3	Front Office Assistant	15
	4	Fire Safety Technician (Oil & Gas)	2
		Sub Total	**53**
Kakinada	1	Accounts Executive	2
	2	Computer Operator and Programming Assistant	23
	3	Secretarial Assistant	2
	4	Draughtsman (Civil)	2
	5	Electrician	11
	6	Electronics Mechanic	4
	7	Fitter	11
	8	Instrument Mechanic	6
	9	Mechanic Diesel	2
	10	Mechanic Refrigeration and Air Conditioning	5
	11	Fire Safety Technician (Oil & Gas)	8
		Sub Total	**76**

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Rajahmundry	1	Accounts Executive	4
	2	Secretarial Assistant	4
	3	Computer Operator and Programming Assistant	2
	4	Electrician	8
	5	Fitter	15
	6	Instrument Mechanic	2
	7	Laboratory Assistant (Chemical Plant)	3
	8	Welder (Gas & Electric)	1
	9	Electrical Executive (Diploma)	1
	10	Mechanical Executive (Graduate)	1
	11	Mechanical Executive (Diploma)	1
	12	Fire Safety Technician (Oil & Gas)	10
	13	Fire Safety Executive	1
Sub Total			**53**
Karaikal	1	Accounts Executive	12
	2	Data Entry Operator	35
	3	Computer Operator and Programming Assistant	2
	4	Draughtsman (Civil)	3
	5	Electrician	11
	6	Fitter	13
	7	Instrument Mechanic	4
	8	Machinist	7
	9	Mechanic Repair & Maintenance of Vehicles	3
	10	Mechanic Diesel	12
	11	Mechanic Refrigeration and Air Conditioning	6
	12	Welder(Gas & Electric)	4
	13	Civil Executive (Graduate)	2
	14	Civil Executive (Diploma)	1
	15	Computer Science Executive(Diploma)	1
	16	Electronics & Telecommunication Executive (Diploma)	1
	17	Electrical Executive (Graduate)	3
	18	Electrical Executive (Diploma)	2
	19	Instrumentation Executive (Graduate)	3
	20	Instrumentation Executive (Diploma)	3
	21	Mechanical Executive (Graduate)	8
	22	Mechanical Executive (Diploma)	7
	23	Fire Safety Technician (Oil & Gas)	8
	24	Store Keeper (Petroleum Products)	2
Sub Total			**153**
Southern Sector Total			**335**

CENTRAL SECTOR

Work Centre	Sl.No	Trade	Tentative No. of Seats
Agartala	1	Secretarial Assistant	10
	2	Front Office Assistant	39
	3	Accounts Executive	5
	4	Computer Operator and Programming Assistant	20
	5	Draughtsman (Civil)	6
	6	Electrician	23
	7	Electronics Mechanic	9
	8	Fitter	17

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	9	Instrument Mechanic	6
	10	Machinist	2
	11	Mechanic Repair & Maintenance of Vehicles	10
	12	Mechanic Diesel	18
	13	Mechanic Refrigeration and Air Conditioning	2
	14	Surveyor	5
	15	Welder (Gas & Electric)	10
	16	Fire Safety Technician (Oil & Gas)	8
		Sub Total	**190**
Kolkata	1	Secretarial Assistant	12
	2	Computer Operator and Programming Assistant	10
	3	Fitter	2
	4	Mechanic Diesel	2
	5	Fire Safety Technician (Oil & Gas)	6
		Sub Total	**32**
Bokaro	1	Accounts Executive	3
	2	Secretarial Assistant	7
	3	Electrician	2
	4	Fitter	2
	5	Laboratory Assistant (Chemical Plant)	1
	6	Mechanic Diesel	2
	7	Civil Executive (Graduate)	1
	8	Civil Executive (Diploma)	1
	9	Electronics Executive (Graduate)	1
	10	Electronics Executive (Diploma)	1
	11	Mechanical Executive (Graduate)	1
	12	Mechanical Executive (Diploma)	1
	13	Fire Safety Technician (Oil &Gas)	4
		Sub Total	**27**
		Central Sector Total	**249**
		Grand Total	**2236**

Note: The trades mentioned and number of seats mentioned above are tentative which may change as per requirement of work centre. The candidates desiring to undergo apprenticeship training with ONGC should apply only at one work centre & in one trade.

Note: A candidate is eligible to apply only for a particular work centre if and only if he/she is a resident of, or has obtained his / her essential qualification from eligible District (s) against that work centre of ONGC (Refer: Annexure 1).

B. Reservation to various categories viz SC/ST/OBC/PwBD shall be given as per the government guidelines.

C. AGE CRITERIA

Minimum 18 years and maximum 24 years as on 25.10.2024, i.e. the Date of Birth of the Candidate/Applicant should be between **25.10.2000 and 25.10.2006.**

Concession & Relaxation:

I. Upper age is relaxed by 5 years for SC/ST candidates and 3 years for OBC (Non-Creamy Layer) candidates.

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II. Candidates belonging to PwBD categories shall be given age relaxation up to 10 years (up to 15 years for SC/ST and upto 13 years for OBC (Non-Creamy Layer) candidates).

D. QUALIFICATION & ELIGIBILITY CRITERIA

Sl.	TRADE/DISCIPLINE	QUALIFICATION REQUIREMENT
1	Library Assistant	Passed 10th class examination
2	Front Office Assistant	Passed 12th class examination
3	Computer Operator and Programming Assistant (COPA)	ITI in COPA Trade
4	Draughtsman (Civil)	ITI in Draughtsman (Civil) Trade
5	Electrician	ITI in Electrician trade
6	Electronics Mechanic	ITI in Electronics Mechanic
7	Fitter	ITI in Fitter
8	Instrument Mechanic	ITI in Instrument Mechanic
9	Fire Safety Technician (Oil & Gas)	ITI in relevant Trade
10	Machinist	ITI in Machinist Trade
11	Mechanic Repair & Maintenance of Vehicles	ITI in Mechanic Motor Vehicle Trade
12	Mechanic Diesel	ITI in Diesel Mechanic Trade
13	Medical laboratory Technician (Cardiology)	ITI In Medical Laboratory Technician (Cardiology)
14	Medical laboratory Technician (Pathology)	ITI In Medical Laboratory Technician(Pathology)
15	Medical Laboratory Technician(Radiology)	ITI in Medical laboratory Technician (Radiology)
16	Mechanic Refrigeration and Air Conditioning	Trade Certificate in Mechanic Refrigeration and Air Conditioning
17	Stenographer (English)	ITI in Stenography (English) Trade
18	Surveyor	ITI in the Surveyor Trade
19	Welder (Gas & Electric)	ITI in the trade of Welder
20	Laboratory Assistant (Chemical Plant)	B.Sc. (Chemistry)
21	Accounts Executive	Bachelor's degree (Graduation) in Commerce
22	Store Keeper (Petroleum Products)	Graduate
23	Executive (HR)	B.B.A degree
24	Secretarial Assistant	Graduate
25	Data Entry Operator	Graduate
26	Fire Safety Executive	B.Tech/B.Sc (Fire & Safety)
27	Computer Science Executive (Graduate)	Degree in the respective discipline of Engineering
28	Electrical Executive (Graduate)	
29	Civil Executive (Graduate)	
30	Electronics Executive (Graduate)	
31	Instrumentation Executive (Graduate)	
32	Mechanical Executive (Graduate)	
33	Computer Science Executive (Diploma)	Three years Diploma in the respective disciplines of Engineering
34	Electronics & Telecommunication Executive (Diploma)	
35	Electrical Executive (Diploma)	
36	Civil Executive (Diploma)	
37	Electronics Executive (Diploma)	
38	Instrumentation Executive (Diploma)	
39	Mechanical Executive(Diploma)	
40	Petroleum Executive	Graduate with Geology as one of the subject

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E. Note: The trades mentioned and number of seats mentioned above are tentative which may change as per requirement of work centre. The candidates desiring to undergo apprenticeship training with ONGC should apply under a sector, for a particular work centre, for one trade through Online Portal www.ongcapprentices.ongc.co.in which shall open from **05.10.2024 till 25.10.2024. This portal will have the diversion link to the Skill India portal of Govt of India and therefore, candidates applying for trades from SI no 1 to 19 have to register on that portal, i.e. https://apprenticeshipindia.gov.in only. (Please Refer Para D and I: QUALIFICATION & ELIGIBILITY CRITERIA / HOW TO APPLY).**
For trades mentioned at SI No. 20 to 40, candidates have to register on portal of Board of Apprenticeship Training (BOAT) i.e. https://nats.education.gov.in only. Candidates are advised to regularly visit our website/portal i.e. www.ongcapprentices.ongc.co.in for latest information on the subject and notification.

Note: Please apply only if you have these essential minimum qualification, fulfilling all the parameters. Qualifications acquired through distance learning shall also be accepted provided they have been recognized by the relevant statutory bodies. Trade Certificate should be from respective ITIs/ Technical Institutions recognized by State Board of Technical Education (SBTE)/National Council for Vocational Training (NCVT). For posts where Trade Certificate in Electrician trade is the prescribed qualification, a Trade Certificate in Wireman trade shall not be acceptable. The candidate with B.A / B.Com / B.B.A/ B.E. / B.Tech, must possess qualifications recognized by the relevant statutory bodies like UGC/ AICTE etc.

Duration of training: 12 months for all trades mentioned above.

F. STIPEND

I. The apprentices are eligible for monthly stipend as per Apprentices Act, during their period of engagement as follows:

Category of Apprentice	Qualification	Stipend amount per month (Rupees)
Graduate Apprentice	B.A / B.Com / B.Sc / B.B.A/ B.E./ B.Tech	9,000/-
Three years Diploma	Respective discipline of Engineering	8,050/-
Trade Apprentices	10th/ 12th	7,000/-
Trade Apprentices	ITI Trade of one year duration	7,700/-
Trade Apprentices	ITI Trade of two year duration	8,050/-

II. The trainee is not eligible for any TA-DA/Boarding or Lodging expenses incurred during the period of training. ONGC will not provide any financial assistance towards transportation.

G. SELECTION

Selections for engagement of Apprentices would be based on the merit drawn on the basis of marks obtained in the qualifying examination as stipulated in the advertisement. In case of a similar number in merit, a person with higher age would be considered. No canvassing or influencing would be acceptable at any time and may result in rejection of the candidature.

Reservation of positions will be followed as per Government of India Policy on SC/ST/OBC/PwBD categories.

H. GENERAL CONDITIONS

I. Candidates are advised to carefully read the full advertisement for details of eligibility criteria and selection modalities before submission of application.

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II. The candidates should NOT have undergone Apprenticeship earlier or pursuing Apprenticeship Training as per the Apprentices Act, 1961, as amended from time to time.

III. Candidates, who had training or job experience for a period of one year or more after the attainment of prescribed qualifications, shall NOT be eligible for being engaged as Technician Apprentice.

IV. The applicant for the position should NOT have completed three years after passing of the qualifying examination as on the cut-off date of eligibility i.e. 24.10.2024. 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 at the time of verification of documents.

V. ONGC shall have no obligation to offer regular employment to Apprentices during and/or after the completion of the apprenticeship period. After successful completion of Apprenticeship period, candidates shall be relieved from the respective work area.

VI. Any corrigendum/addendum etc. or updates with regard to this advertisement shall be made available on our website www.ongcindia.com and www.ongcapprentices.ongc.co.in only. Candidates are thus advised to periodically visit our above websites as all future correspondence and latest information shall be available only on our website.

VII. Candidates can apply for one Trade Code ONLY in each portal category i.e., NAPS (https://apprenticeshipindia.gov.in) and NATS (https://nats.education.gov.in), which means that a Candidate cannot apply for more than one trade under NAPS and more than one trade under NATS. Candidates applying for more than one Trade Code will not be considered for any post in that portal category i.e., NAPS / NATS; and their applications will be summarily rejected. Further, only one mobile number and one email ID can be used for applying for the training. The same mobile number and email ID cannot be used by any other candidate for filling online application for this notification.

VIII. The candidature of the applicant would be provisional and subject to subsequent verification of certificates. 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.

IX. Engagement of selected candidates is subject to his/her being declared medically fit as per the requirement of the Apprentices Act, 1961. All such engagement will also be subject to all relevant Rules/policies/guidelines of the Corporation.

X. The decision of 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, higher qualification 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.

XI. Applications/Registration which are incomplete or not fulfilling the eligibility criteria shall not be considered “Eligible” and treated as “Rejected”.

XII. Canvassing of any kind shall disqualify the candidate.

XIII. The service terms and conditions of the apprentices shall be governed by The Apprentices Act, 1961 and Rules 1992 as amended from time to time

I. HOW TO APPLY

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I. **Please check whether you are eligible to apply for the seats based on the qualification criteria as mentioned in Para C and whether you belong to the eligible districts as mentioned in Annexure 1.**

II. The candidate must have an active email ID and Mobile Number which must be valid for at least next one year. All future communication including Corrigendum/Addendum with regard to this advertisement with candidate will take place only through www.ongcindia.com / e-mail / SMS Alerts.

III. The candidate should have scanned copy of colour photograph (Size: between 20-50 KB in JPG Format) ready before applying on-line.

IV. The candidate must ascertain the correctness of all information before filling in the Online Application Form and its final submission.

V. The candidate shall be wholly/exclusively responsible for the information provided in his/her online application form.

VI. Paper based applications will NOT be accepted

VII. Candidate have to follow the steps given below

1. Candidates meeting the above prescribed eligibility criteria should visit our ONGC website **www.ongcapprentices.ongc.co.in from 05.10.2024 till 25.10.2024.**
2. **This portal will have the diversion link to the Govt. portal** https://apprenticeshipindia.gov.in/.
3. **Candidates have to select the Apprenticeship Opportunities in the top menu. Then select in search column location as per ONGC work centres and select the respective trade. This will force to login the site with the basic details. Follow the steps given by the portal and complete the registration.**
4. Candidates are therefore advised to furnish the details in the portal carefully and check the same before final submission.
5. **For trades mentioned at SI No. 20 to 40 (Para D), candidates have to register on portal of Board of Apprenticeship Training (BOAT) i.e. https://nats.education.gov.in only**

   Candidates are advised to regularly visits our website i.e www.ongcapprentices.ongc.co.in for latest information on the subject and notification

J. SELECTION AND JOINING

i. Selected candidates will be intimated through their registered mail ID.

ii. The verification of the original documents shall be done prior to joining on a specific date. A registration form will be generated once the candidate is selected. A print out of the same may be taken from the website and brought during document verification.

iii. The list of documents and originals to be brought for verification shall be intimated to the selected candidates.

K. IMPORTANT DATES

Issue of advertisement and call for applications	**04.10.2024**
Opening of online application portal	05.10.2024
Last date for receiving of applications	25.10.2024
Date of Result/Selection	15.11.2024

Note: However, in case of insufficient receipt of applications or non-availability of the required number of suitable candidates, ONGC reserves its right to extend the date of application at its own discretion.

For any further query please contact at **ongc_skilldev@ongc.co.in**

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Annexure 1

Sl.	Name of Work Centre / Locations	Corresponding States	Corresponding District
1	Dehradun	Uttarakhand	All districts
2	Delhi	National Capital Region	Delhi, Noida, Gurgaon, Ghaziabad and Faridabad
3	Jodhpur	Rajasthan	Jodhpur and Jaisalmer
4	Goa	Goa	North Goa and South Goa
5	Hazira	Gujarat	Surat, Navsari, Tapi, Dang & Valsad
6	Mumbai	Maharashtra	All districts
7	Uran	Maharashtra	All districts of Maharashtra (Preference will be given to Raigad District)
8	Panvel	Maharashtra	All districts
9	Nhava	Maharashtra	All districts
10	Ahmedabad	Gujarat	Ahmedabad, Gandhinagar, Kheda and Mehsana
11	Ankleshwar	Gujarat	Bharuch, Surat, Narmada, and Vadodara
12	Vadodara	Gujarat	All Districts
13	Bokaro	Jharkhand	Bokaro District
14	Cambay	Gujarat	Anand, Kheda, Nadiad and Vadodara
15	Mehsana	Gujarat	Mehsana and Patan
16	Jorhat	Assam	Golaghat and Jorhat
17	Nazira & Sivasagar	Assam	Sivasagar and Charaideo
18	Silchar	Assam	Cachar, Hailakandi and Karimganj
19	Chennai	Tamil Nadu & Pondicherry	All districts
20	Kakinada	Andhra Pradesh	All districts
21	Karaikal	Tamil Nadu	Cuddalore, Mayiladuthurai, Nagapattinam, Ariyalur, Tiruvarur, Tanjore, Trichy, Pudukottai and Ramanathapuram
		Pondicherry	Karaikal
22	Rajahmundry	Andhra Pradesh	Krishna,East Godavari, and West Godavari
23	Agartala	Tripura	All districts
24	Kolkata	West Bengal	All districts
		Odisha	

Note: A candidate is considered to belong to the operational area if he/she is a resident of, or has obtained his / her essential qualification from above mentioned District.