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Delivering Happiness

हिन्दुस्तान पेट्रोलियम कॉर्पोरेशन लिमिटेड
Hindustan Petroleum Corporation Limited

ADVT. NO. HPCL/OPEN/HR/1/2026-27

FRESH MINDS. EXPERIENCED EXPERTS. ONE POWERFUL FUTURE. JOIN US

RECRUITMENT FOR PROFILE OF OFFICERS

Hindustan Petroleum Corporation Limited (HPCL) was formed on July 15, 1974. HPCL is a Maharatna Central Public Sector Enterprise (CPSE) with annual Gross sales of ₹ 4,76,411 crore during 2025-26.

HPCL achieved the highest-ever sales volume of 51.45 MMT and processed the highest-ever 26.04 million tonnes of crude during 2025-26, with 106.3% refinery capacity utilisation, and achieved pipeline throughput of 25.54 MMT during the year. HPCL holds approximately 20.79% market share in India and has a strong presence in refining and marketing petroleum products. During 2025-26, HPCL recorded the highest-ever standalone PAT of ₹ 17,175 crore.

HPCL owns and operates Refineries at Mumbai and Visakhapatnam with designed capacities of 9.5 MMTPA and 15.0 MMTPA, respectively. HPCL also has a Lube Refinery at Mumbai for producing Lube Oil Base Stocks with a capacity of 428 TMTPA. HPCL holds a 48.99% equity stake in JV Company, HMEL, which operates an 11.3 MMTPA capacity refinery in Punjab, and also has a 16.96% equity stake in MRPL, which operates a 15.0 MMTPA capacity refinery in Karnataka.

HPCL has a vast marketing network consisting of 23 Zonal offices in major cities and 156 Regional Offices facilitated by a Supply and distribution infrastructure comprising 43 Terminals/Installations/Tap Off Points, 37 Depots & 28 Exclusive Lube Depots, 59 Aviation Fuel Stations, 55 LPG Bottling Plants, 4 Lube Blending plants. The customer touch points constitute 25,131 Retail Outlets, 1,638 SKO/LDO dealers, 387 Bazar Lube distributors, 156 Industrial Lube Distributors, 2,279 CNG facilities at Retail Outlets, 5,773 EV Charging Stations, 913 Door-to-door delivery dispensers and 6,390 LPG Distributorships with a customer base of 9.9 crore LPG consumers as of May 2026.

HPCL has the second-largest petroleum product pipeline network in India, with a network length of 5,440 km. HPCL also conducts business through 20 JV and Subsidiary companies operating across the oil and gas value chain.

HPCL has its Research & Development Centre named ‘HP Green R&D Centre’ in Bengaluru. The Centre provides advanced technical support to the Refineries and Marketing SBUs for operational improvement,



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absorbing new technologies, developing innovative and path-breaking technologies, licensing technologies, and becoming a knowledge hub.

HPCL is committed to conducting business to preserve the environment, sustainable development, being a safe workplace, and enriching the quality of life of employees, customers, and the community. HPCL's CSR reaffirms the continuing commitment of the corporation toward societal development. The key focus areas are in the fields of Child Care, Education, Health Care, Skill Development, Sports, Environment and Community Development, Contribution to Incubators/R&D and Public Funded Universities and positively influencing the lives of the less privileged.

HPCL invites talented & motivated candidates looking for exciting career opportunities in energy sector and willing to contribute towards India's energy future by being part of our growth journey. Interested and eligible candidates can apply online for the following vacancies.

1. IMPORTANT DATES

Commencement of Online Application	1st July 2026 (1600 hours onwards)
Last Date of Online Application	20th July 2026 (Up to 1500 hours)

2. POSITIONS, ELIGIBILITY CRITERIA AND VACANCY DETAILS FOR FRESHERS

POSITIONS, ELIGIBILITY CRITERIA AND VACANCY DETAILS						
S. No.	Position	Pay Scale (Rs)	Vacancies	Max Age (Yrs.)	Essential Qualifications	Min Exp (Yrs.)
2.1	Junior Executive - Chemical	(30000-120000)	37	25	3-years full-time Regular Diploma in Chemical Engineering	-
2.2	Junior Executive- Fire & Safety	(30000-120000)	17	25	Any Science Graduate + Diploma in Fire & Safety with Valid Heavy Vehicle Driving License	-



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3. POSITIONS, ELIGIBILITY CRITERIA AND VACANCY DETAILS FOR EXPERIENCED PROFESSIONALS

POSITIONS, ELIGIBILITY CRITERIA AND VACANCY DETAILS						
S. No.	Position	Pay Scale (Rs)	Vacancies	Max Age (Yrs.)	Essential Qualifications	Min Exp (Yrs.)
3.1	Senior Officer – Sales (Retail / Lubes / Direct Sales / LPG)	(60000-180000)	52	29	4-year full-time regular engineering course in Mechanical/ Electrical/ Instrumentation/ Chemical/ Civil Engineering AND 2-year full-time regular MBA or PGDM (equivalent to MBA as per AIU)	2
3.2	Assistant Manager - Projects	(70000-200000)	5	31	4-year full-time regular engineering course in Civil Engineering	6
	Manager- Projects	(80000-220000)		34		9
3.3	Chief Manager- Technical Services (Speciality Chemicals)	(100000-260000)	1	45	4-year full-time regular engineering course in Chemical Engineering Desirable: 2-year full-time regular MBA course	15
	Deputy General Manager (DGM) - Technical Services (Speciality Chemicals)	(120000-280000)		48		18



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POSITIONS, ELIGIBILITY CRITERIA AND VACANCY DETAILS						
S. No.	Position	Pay Scale (Rs)	Vacancies	Max Age (Yrs.)	Essential Qualifications	Min Exp (Yrs.)
3.4	Senior Manager - Economist	(90000-240000)	1	42	2-year full-time regular Post Graduate degree in Economics/ Applied Economics/ Energy Planning or equivalent from a recognized University in India or from a university or Institution abroad duly recognized in India, with specialization in Economics research/ Econometrics/ and knowledge of energy market conditions	12
	Chief Manager– Economist	(100000-260000)		45		15
	Deputy General Manager (DGM) – Economist	(120000-280000)		48		18
3.5	Deputy General Manager (DGM) - Gas Sourcing & Marketing	(120000-280000)	2	48	4-year full-time regular engineering course in any discipline **AND** 2-year full-time regular MBA course	18
	General Manager (GM) - Gas Sourcing & Marketing	(120000-280000)		51		21



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POSITIONS, ELIGIBILITY CRITERIA AND VACANCY DETAILS						
S. No.	Position	Pay Scale (Rs)	Vacancies	Max Age (Yrs.)	Essential Qualifications	Min Exp (Yrs.)
3.6	Deputy General Manager (DGM) - Sales & Marketing (Petrochemicals/ Petrochemicals Derivatives)	(120000-280000)	1	48	4-year full-time regular engineering course in Chemical Engineering Desirable: 2-year full-time regular MBA course	18
	General Manager (GM) - Sales & Marketing (Petrochemicals/ Petrochemicals Derivatives)	(120000-280000)		51		21
	Chief General Manager (CGM) - Sales & Marketing (Petrochemicals/ Petrochemicals Derivatives)	(120000-280000)		54		24



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4. MAXIMUM PERMISSIBLE AGE VIS-À-VIS COMPLETED YEARS OF EXPERIENCE FOR EXPERIENCED PROFESSIONALS

Please refer table below for maximum permissible age corresponding to no. of completed years of relevant experience.

Position No.	Position	Pay scale (Rs)	No. of completed years of relevant experience	Max Permissible Age (Years)
3.1	Senior Officer- Sales	60000-180000	2	29
			3	30
			≥4	31
3.2	Assistant Manager- Projects	70000-200000	6	31
			7	32
			≥8	33
3.2	Manager- Projects	80000-220000	9	34
			10	35
			≥11	36
3.4	Senior Manager - Economist	90000-240000	12	42
			13	43
			≥14	44
3.3, 3.4	Chief Manager - Technical Services (Speciality Chemicals)/ Economist	100000-260000	15	45
			16	46
			≥17	47
3.3, 3.4, 3.5, 3.6	Deputy General Manager - Technical Services (Speciality Chemicals)/ Economist/ Gas Sourcing & Marketing/ Sales & Marketing (Petrochemicals/ Petrochemicals Derivatives)	120000-280000	18	48
			19	49
			≥20	50



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3.5, 3.6	General Manager - Gas Sourcing & Marketing/ Sales & Marketing (Petrochemicals/ Petrochemicals Derivatives)	120000-280000	21	51
			22	52
			≥23	53
3.6	Chief General Manager - Sales & Marketing (Petrochemicals/ Petrochemicals Derivatives)	120000-280000	24	54
			25	55
			≥26	56

NOTE: Maximum 2 years of age relaxation will be given to the applicants of above-mentioned positions in case applicants' relevant work experience (completed years) is more than minimum prescribed relevant work experience.

5. ELIGBLE DEGREES/ DIPLOMA FOR ENGINEERING AND DIPLOMA IN ENGINEERING POSITIONS:

Please refer table below for the List of relevant Engineering / Technology Disciplines/ Streams, eligible to apply:

ENGINEERING FUNCTIONS	
Core Discipline	**Eligible Degree as mentioned on Degree Certificate**
Mechanical Engineering	Mechanical Engineering Mechanical and Automation Engineering Manufacturing Science and Engineering Mechanical Engineering (Production) Integrated/Dual Degree in • Mechanical Engineering • Mechanical Engineering with specialisation in Material Science • Mechanical Engineering with specialisation in Mechanical System Design • Mechanical Engineering with Specialization in Manufacturing and Industrial Engineering
Electrical Engineering	Electrical Engineering Electrical and Electronics Engineering (Power System) Electrical and Electronics Engineering Electrical and Instrumentation Engineering



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	Electrical and Power Engineering Electrical and Computer Engineering Electrical Engineering (Electronics and Power) Electrical Instrumentation and Control Engineering Electrical Power Engineering Electrical, Electronics and Power Engineering Integrated/Dual Degree in Electrical Engineering
Civil Engineering	Civil Engineering Civil and Environmental Engineering Civil and Infrastructure Engineering Civil Engineering (Environmental Engineering) Civil Engineering and Planning Civil Engineering Environment and Pollution Control Civil and Water Management Engineering Civil Engineering with Computer Application Civil Engineering (Construction Technology) Civil Environmental Engineering Civil Technology Integrated/Dual Degree in • Civil Engineering • Civil Engineering with specialisation in Structural Engineering • Civil Engineering with specialisation in Environmental Engineering • Civil Engineering with specialisation in Transportation Engineering
Chemical Engineering	Chemical Engineering Chemical Technology Integrated/Dual Degree in Chemical Engineering
Instrumentation Engineering	Electronics and Electrical Engineering Electronics and Instrumentation Engineering Electronics (Instrumentation and Control) Electronics Instrument and Control Engineering



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	Electronics Instrument and Control Electronics Communication and Instrumentation Engineering Instrument Technology Instrumentation and Control Engineering Instrumentation and Electronics Instrumentation Engineering Instrumentation Technology Integrated/Dual Degree in Instrumentation Engineering
Chemical Engineering – (Applicable only for Positions mentioned in S. No. – 3.3 and 3.6)	Chemical Engineering Chemical Technology Chemical Engineering (Plastic and Polymer) Petrochem and Petroleum Refinery Engineering Petrochemical Technology Rubber & Plastic Technology Petrochem Engineering Petrochemical Engineering Plastic and Polymer Engineering Plastic Technology Plastics Engineering Polymer Engineering Polymer Engineering and Technology Polymer Science and Chemical Technology Polymer Science and Technology Polymer Technology Integrated/Dual Degree in Chemical Engineering

DIPLOMA ENGINEERING FUNCTIONS	
Core Diploma Discipline	**Eligible Degree as mentioned on Diploma Certificate**
Chemical	Diploma- Chemical Engineering Diploma- Chemical Engineering (Specialization)



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MINIMUM MARKS REQUIRED IN QUALIFYING DEGREE/ DIPLOMA	
All positions	Minimum 65% marks (on aggregate basis) for UR/OBCNC/EWS and 55% (on aggregate basis) for SC/ST/PwBD candidates

A Sandwich Diploma course (with Industrial training as part of the course with no break) shall be considered eligible.

Diploma under recognized lateral entry scheme (Class–XII (Sc.)/ITI admitted in 2nd year of Diploma course) shall also be considered eligible subject to meeting prescribed percentage of marks on the basis of aggregate of 4 semesters in the diploma course.

6. JOB PROFILE FOR FRESHERS

Position No.	Position	Job Profile
2.1	Junior Executive – Chemical	The Junior Executives (Diploma Engineers) can be placed in Refinery or Marketing Division. The broad job role expectations given below are indicative in nature: • Operate and monitor various types of equipment including pumps, compressors, valves, heat exchangers, columns, vessels, furnaces, heaters, cooling towers, fans, filters, reactors, and storage tanks. • Monitor and record field parameters such as pressure, temperature, flow, levels, and analyser readings in log sheets. • Conduct simple laboratory tests in the field as required. • Draw samples according to the laboratory testing schedule and operational requirements. • Perform removal, cleaning, and refitting of oil burners. • Carry out soot blowing operations and operate motor-operated and hydraulic valves locally.



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		• Commission, decommission, and operate utility and hydrocarbon headers of various sizes. • Operate ID (Induced Draft) and FD (Forced Draft) fans. • Operate steam turbines as per standard procedures. • Ensure proper upkeep and maintenance of plant equipment and machinery. • Implement operational changes in units in accordance with standard operating procedures (SOPs). • Ensure health and safety of all static and rotary equipment within the assigned area. • Take appropriate actions during emergencies and plant upsets to safeguard personnel, equipment, and inventory. • Handle plant upsets effectively and carry out troubleshooting to restore normal operations. • Any additional tasks / responsibilities as and when assigned.
2.2	Junior Executive-Fire & Safety	The broad job role expectations given below are indicative in nature: • Responding to emergencies within and outside the refinery, actively participating in firefighting, rescue operations, other emergency situations, in rescue operations from confined spaces and water reservoirs using SCBA (Self-Contained Breathing Apparatus). • Performing rescues from heights, assisting operations during unit emergencies, moving across large operating areas, and working in hazardous environments with protective equipment. • Manning the fire control room and maintaining all Fire & Safety (F&S) inventory and records. • Operating fire vehicles / ambulance and transporting casualties to the First-Aid Centre/Occupational Health Centre (OHC) / Hospitals etc.



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		• Checking, testing, upkeeping and firefighting equipment, fire vehicles and their systems, other appliances, fire protection systems, fire alarm and communication systems, fire extinguishers, safety equipment and chemicals in fire station/warehouse. • Participating in mock drills / fire drills inside and outside the refinery as required. • Coordinating with local fire departments and emergency services to ensure effective response and collaboration during emergencies. Working in shift, filling checklist, daily routine jobs logbook, daily shift logbook etc. and proper unit charge handover to the reliever. Follow instruction from Control Room/ Incharge officer. • Job Involves working in shifts. • Any additional tasks / responsibilities as and when assigned.

7. WORK EXPERIENCE REQUIREMENT AND JOB PROFILES FOR EXPERIENCED PROFESSIONALS

Note: For below mentioned positions where experience is mandatory, work experience will be counted post completion of qualifying degree only		
Position No.	Position	Roles & Responsibilities:
3.1	Senior Officer – Sales (Retail)	Experience: Minimum 2 years of experience post MBA in Executive / Managerial Role in Sales/ Marketing in Gas/ Petroleum/ Lubes/ FMCG/ Consumer Durables/ Automobile/ Industrial/ Engineering-Products/ Petrochemical Industry/ digital marketing/ sales analytics/ renewables/ Quick Service Restaurant (non-fuel business)/ food & beverages sales etc. in the relevant area



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		The broad job role expectations given below are indicative in nature: • Responsible for increasing sales of MS, HSD, CNG, Lubricants and other allied products through network of HPCL Fuel station. • Evaluate the performance of HPCL Retail Outlet Vs. Industry performance to design and execute the strategy for gaining market share. • Network Expansion by identifying high potential stretches in Urban, Highway and Rural Markets. • Customer Solicitation. • Design and execute campaigns for sales promotion and brand building. • Channel Management. Co-ordinating with Retail Channel partners operating HPCL Fuel/Mobility Stations to achieve sales targets. • Evaluating the need for Addition/alteration of Infrastructure at retail outlets for increasing sales, efficient operation, Brand Visibility. • To enhance overall Look & Feel of the retail outlets in line with the standards set by the organisation. • To achieve targets for generating non-fuel revenue through strategic tie ups, sales of branded fuels, allied products etc. • Controlling site profitably through manpower management and operational expenditure for company owned and company operated retail outlets. • Training of Dealers and Customer Service Associates at retail outlets for operational excellence and safety standards in line with standards set by the organisation. • Conducting qualitative and quantitative surveys for enhancing customer service standard.



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		• Periodical Inspection and evaluation of the fuel stations to achieve compliances, site profitability and to deliver customer delight. • Handling Legal matters related to retail outlets in consultation with Legal Department and regional office. • Liaising with Internal and External stakeholders, Govt. and statutory authorities to ensure various compliances at retail outlets network. • Any other activity as assigned by Supervisor
3.1	Senior Officer – Sales (Lubes)	Experience: Minimum 2 years of experience post MBA in Executive / Managerial Role in Sales/ Marketing in Gas/ Petroleum/ Lubes/ FMCG/ Consumer Durables/ Automobile/ Industrial/ Engineering-Products/ Petrochemical Industry/ digital marketing/ sales analytics/ renewables/ Quick Service Restaurant (non-fuel business)/ food & beverages sales etc. in the relevant area The broad job role expectations given below are indicative in nature: Consumer Lubes Sales Officer (RO) • Achieving sales goals and developing sales strategies • Sales planning and forecasting • Researching prospects and generating leads • Contacting potential and existing customers • Handling customer queries, inquiries, and grievances • Preparing and soliciting proposals • Managing the sales process (order to cash cycle) through SAP systems • Meeting monthly and annual sales targets • Participate in tenders (offline and online)



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		• Business Development - New Business Solicitation/Customer Acquisition/OEM Business Solicitations and tie-ups • New Product Identification and development as per Customer's Requirement • Manage Industrial Lube Distributors Channel for the allocated area/ region • Organize and conduct customer meets/ seminars/ awareness campaigns for multiple customer segments • Evaluation of customer's credit worthiness / monitoring channels financial health • Tracking of market trends and developments • Dialogue with Industry counterparts / Industrial bodies • Any other activity as assigned by Supervisor Bazaar Lubes Sales Officer (RO) • Achieving sales goals • Developing sales strategies to meeting targets, • Sales planning and forecasting • Business analytics • Digital marketing • Identifying new ways of doing Business • Network planning and development • Identification of New product and services to be offered • Handling stakeholder, customer queries, inquiries, and grievances • Managing the sales process (order to cash cycle) through SAP systems • Meeting monthly and annual sales targets



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		• Business Development – Tie Ups with Fleet Operators, Workshops/, Service Station, Authorized dealers, etc. • Manage Bazaar Lube Distributor channel for the allocated area/ region. • Organize and conduct customer meets/ seminars/ launch/ awareness campaigns for end-users/ lead users such as Retailers, Mechanics, etc. • Designing, Planning and Implementation of sales promotion schemes and monitoring effectiveness • Regular visits to Automotive Lubricants Bazaar Markets–for identification of new opportunities. • Monitoring of financial health of channel partners • Driving training programs for stakeholders and sales representatives, development and capacity building programs for Sales representatives of Distributors including new product/ SKUs awareness. Monitoring of their performance in line with plans. • Coordinate with other SBUs I HPCL for promotion of HP Lubricants at Retail Outlets/ LPG channel etc. • Any other activity as assigned by Supervisor
3.1	Senior Officer – Sales (Direct Sales)	Experience: Minimum 2 years of experience post MBA in Executive / Managerial Role in Sales/ Marketing in Gas/ Petroleum/ Lubes/ FMCG/ Consumer Durables/ Automobile/ Industrial/ Engineering-Products/ Petrochemical Industry/ digital marketing/ sales analytics/ renewables/ Quick Service Restaurant (non-fuel business)/ food & beverages sales etc. in the relevant area The broad job role expectations given below are indicative in nature:



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		• Responsible for improving sales of Products being sold to Industrial and Government Customers. • Improve HPCL market share in the I&C products being handled by the Officer. • Sales Officer has to make HPCL transactions more profitable & is responsible for improving the profits being generated from our sales transactions. • Build strong inter personal relationship with key personnel of the customers through quality customer calls and proper planning with the ultimate objective of maximizing sales & profits. • Effective touring of sales area as per touring circuits • Solicit business from new customers • Retain & Strengthen existing customers • Should strive to improve & penetrate into new Geographies & markets where HPCL remains unrepresented. • Ensure close co-ordination with all supply locations to ensure that HPCL remains a reliable source of supply of petroleum product to our esteemed customers • Augment infrastructure facilities at customers' premises for new and existing customers wherever necessary • Carry-out Fixed Assets Verification • Process MEA's for discounts and other preferential commercial terms being offered to existing and new customers • Strive to meet the AOP given by Regional Office • Ensure targeted Market Share and Profitability • Training/ hand holding of newly recruited officers • Capability building on pricing, product knowledge, logistics and market intelligence.



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		• Sales officer is responsible for charging correct price& other commercial terms in each sales transaction. • Sales Officer to coordinate for timely collection of receivables of HPCL from our customers. • Participate in management committees and taskforces • To develop & work on market profile of Sales area, comprising of ABC Analysis by Product & Customer wise, in order to gain targeted sales volume & profit. • To have market intelligence about competitor's infrastructural strength and weakness vis-a –vis HPCL so that he leverages on our strengths and takes appropriate measures to mitigate weakness. • To develop & work on HPCL & Competitor's Landing cost of all major products for A category customer. • Explore possibilities for introduction new products through trials in view of energy transition and introduction of environmentally friendly fuels. • Any other activity as assigned by Supervisor
3.1	Senior Officer – Sales (LPG)	Experience: Minimum 2 years of experience post MBA in Executive / Managerial Role in Sales/ Marketing in Gas/ Petroleum/ Lubes/ FMCG/ Consumer Durables/ Automobile/ Industrial/ Engineering-Products/ Petrochemical Industry/ digital marketing/ sales analytics/ renewables/ Quick Service Restaurant (non-fuel business)/ food & beverages sales etc. in the relevant area The broad job role expectations given below are indicative in nature: • Monitor and Review of Distributor and Sales Performance activities (like Regular Domestic sales, Non- Domestic Sales,



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		Bulk sales, New Customer, Double Bottle Customer, Allied Retail Business sales etc.) • Solicitation of new business by frequent visit & pitching about product to non-Domestic customer & ensure product supply • Conduct Inspection of LPG Distributors • Monitor indents, empty cylinders, Backlog, Sales Report, Stock Report, Ezy Gas utilisation and Cashless transaction • Coordinate, Monitor and Guide regarding New Distributorship Commissioning • Conduct trainings & encouragement programs/ meetings for Distributor & FSM • Coordinate and conduct Government initiatives such as PMUY, LPG Panchayat activities and consumer awareness program • Coordinate with all government agencies, OMC officials etc. • Coordinate for customer complaints, distributor issues/queries, accident cases, court cases, RTI and social media • Prepare monthly MIS report/BCM PPT/Sales Review/Data required by HQO/Zones etc. • Participate in management committees and taskforces • Take on additional responsibility as and when assigned by Supervisor
3.2	Assistant Manager/ Manager- Projects	Experience: Minimum 6/9 years of post-qualification relevant work experience in Supervisory role / Executive category at Project sites in Petroleum / Refining / Petrochemical / Chemical / Fertilizer / Steel / Power / Infrastructure sectors or Project Service Providers like Project Management Consultants / LSTK Contractors related to the above sectors. The broad job role expectations given below are indicative in nature:



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		• To understand the scope of the Project and plan to start the project as per approved schedules. • Optimize Cost, Time & Process in project planning / implementation and to ensure to deliver the project within the Scope, Budget and Time. • To coordinate for seeking statutory and local approvals, registration and licenses and local purchase requirements. • Pre-PO Management by scrutinizing of design /Preparation of LPR, Tender documents BOQ,BQC,GTC,SSC etc for Site Specific Jobs in line with proj schedule and completion of Technical Evaluation in coordination with HQO Officer. • Monitor project progress and taking control actions. To exhibit project control through weekly/monthly review meetings and resolving issues with good decision-making. • Steer project execution activities in coordination with different vendors and HQO Coordinator. In case of brownfield sites, coordination with Plant Operations team will be required additionally. • To follow up with vendors for timely delivery of supplies at site. • To ensure Quality at Site through Implementation of quality system and procedures and to ensure quality of materials consumables and workmanship as per PO provision/technical specs/sound engineering practices and maintenance of CTE registers. • To monitoring safety at site by promoting & ensuring safety culture by compliance to safety standards through



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		Implementation of safety system and safety SOPs at site. Conducting trainings/daily safety/tool box meetings/Job-safety analysis to workers and record-keeping at site. Ensure "NIL" Accidents & Incidents and Compliance to Safety Audit observations. • To ensure compliance of contract labour document requirements like Wage registers/labour licenses/minimum wages etc. To ensure availability of Hot work/Cold work/Electrical/Height works before starting the construction works. • Project Boundary Management by Timely Handling of stakeholder requirements like Statutory authorities/Audit/CTE/Vigilance etc. • To exhibit Intra Project Stakeholder Management through co-ordination with location/ Zone/ HQO to ensure availability of various statutory approvals/ other clearances. In case of Greenfield project, managing pre and post construction statutory approvals after Project approval. • Initiate time extension proposals and coordinate with HQO for timely receipt of POs/Change POs/other issues. To ensure Timely Processing of MRR & Change PR's. • Provide input for any show cause/termination letter for poor performing vendor, record joint measurement in case of termination of any works contract. • To implement initiatives for improvement of process/systems cost savings/time optimizations.



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		• To facilitate Pre-OISD/Safety/OISD/PESO, etc. audits and complying with its recommendations. Handle pre-commissioning, commissioning and close-out related activities • Obtain operating licenses like Factory, PESO, Pollution control board, etc. • To Ensure successful project completion/commissioning and hand over of the facilities as per project scope ensuring complete satisfaction of the user/customer • Prepare material reconciliation statements, process final bills, deduction statements, site clearance and capitalization of assets. To process JVs for project surplus, project surplus inventory maintenance and utilization planning. • Surplus inventory identification, handing over of all AMC, warrantee documents to user on completion of project. • Take on additional responsibility as and when assigned by Supervisor
3.3	Chief Manager / Deputy General Manager (DGM) - Technical Services (Speciality Chemicals)	Experience: Minimum 15/ 18 years, out of which Minimum 6 years of relevant work experience in Sales/Marketing in Polymer, Petrochemicals industry The broad job role expectations given below are indicative in nature: •Create strong pitch for sales team •Impart training to sales team on the products' features, benefits, applications, etc.



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		•Visit customers along with sales team for handling customer technical quires •Regular interaction with R&D from inception of project till handing over the product •Taking over of products from R&D ensuring all the elements are fulfilled as per the agreement •Bringing new ideas in product development •Generating sales lead fostering inorganic growth •Interaction with toll blender ensuring optimization of production •Providing full support to logistics team for product manufacturing •Any other Activities as assigned by supervisor
3.4	Senior Manager / Chief Manager / Deputy General Manager (DGM) – Economist	Experience: Minimum 12/15/18 years; out of which 1. Minimum 6 years of relevant work experience in analysis of economic problems, international trade, investment, economic regulations using quantitative economic techniques, OR 2. Minimum 6 years of Experience in universities/ reputed research institutions, as Professor/ Reader/ Lecturer of Economics/ Quantitative Economic methods The broad job role expectations given below are indicative in nature: • Carry out economic analysis of the broader Economy, the Oil Industry and the Automobile sector, assessing their direct short- and long-term impacts on HPCL. • Study structural changes in the global economy, with a particular focus on neighbouring countries and major regional



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		economic/currency disruptions (e.g., East Asian currency style crises). • Continuously monitor global & regional natural gas benchmarks, coal indices & carbon credit markets and analyze global energy price trends (including global price indices like Henry Hub, Brent, TTF) and policy shifts in major consuming and producing regions, with a primary focus on India. • Stay updated with Government economic/ fiscal policies, national guidelines and regulatory frameworks to ensure corporate alignment. • Deploy advanced econometric, mathematical and statistical models to forecast supply, demand, consumption and pricing trends. • Forecast demand at macro-level & multiple time duration (short-term, mid-term, long-term), analyze immediate impact of macro-shocks and formulate mitigation strategies. • Conduct studies evaluating the medium-to-long-term impact of major energy policy developments on oil and gas supply and demand vectors. • Develop multiple scenarios forecasting the growth of HPCL under various regulatory and environmental conditions such as macro variables (GDP, Fiscal Policy, Inflation, Currency) or Model Energy Demand (Primary/ Secondary/ Final/ Useful). • Lead Strategic Planning & Capital Allocation by assisting with long term visioning, energy mix choices, and road-map development. Drive Energy Transition Modelling for the pivot to clean energy, analyze emergent choices & prioritization, and conduct scenario analysis for Capex prioritization.



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		• Formulate, evaluate and defend data-backed strategies regarding whether the corporation should enter or exit specific sectors of the economy (e.g., Power, Infrastructure, or Alternative Energies). • Carry out proprietary cash flow forecasting, sensitivity analysis and economic evaluation tools to quantify geopolitical and pricing risks across portfolios. • Lead Business Development & Project Appraisal by conducting Feasibility Study assessments, including Cost-benefit analysis, Econometric modelling, and Financial viability study. You will provide the economic foundation to M&As / JVs and drive Sensitivity and Risk Modelling to Build simulations and risk-adjusted pricing frameworks for extreme conditions. • Assist in Business Strategy development of the corporation. Develop actionable suggestions and frameworks to help the corporation adapt smoothly to changing economic, tariff, or fiscal environments. • Maintain a centralized, secure repository of economic data and statistical indicators. • Synthesize complex data matrices into weekly, monthly and annual reports for key operational divisions (Demand, Supply, Marketing, Finance). Translate these findings into high-level whitepapers and strategic presentations for the Board of Directors, Ministry officials and policy think tanks. • Any other activity as assigned by Supervisor/ higher authorities
3.5	Deputy General Manager (DGM) / General Manager (GM) - Gas Sourcing & Marketing	Experience: Minimum 18/21 years; out of which Minimum 9 years of relevant work experience in Sales/Marketing in Gas/Petroleum/Petrochemical Industry.



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		The broad job role expectations given below are indicative in nature: • Identify and originate high-value strategic alliances with global gas suppliers, executing tailored commercial agreements. Lead commercial negotiations for long-term LNG supply contracts • Strong exposure to global gas markets (US, Asia, Europe) with deep understanding of pipeline systems, LNG logistics and regulatory frameworks. • Develop sales strategies aligned with market dynamics using market intelligence, offering customized pricing structures and contractual flexibilities. • Directing market studies to develop a price-demand-supply view for Indian markets and applying the same for planning sales and marketing initiatives • Define the strategic location selection matrix and commercial viability frameworks for the entire retail LNG network. Champion macro-level land acquisition strategy and cross-functional statutory clearance protocols with high-level government bodies (e.g., Port Trusts, State Industrial Corporations, State Road Transport Corporations, etc.). • Conversant with PNGRB regulation regarding Gas Transportation/ Access Code, effective liaising with Transporter, Seller, Customer, knowledge in SAP for payment modules and inventory module, commercial acumen and optimise gas flow to minimis cost / potential penal charges • Make Gas Flow plan basis upstream contract with seller , Terminal Operator and Downstream Customer, review and execute Gas Transportation Agreement & Terminal usage Agreement, capacity booking in pipeline to arrange gas flow, daily Nomination (indent)



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		to seller, terminal operator and pipeline operator basis nomination from Customer and inventory management. • Design responsive sales initiatives and flexible contractual frameworks that align with market volatility. Direct comprehensive market intelligence studies to establish macro price-demand-supply projections for Indian Market and optimize portfolio • Originate and structure LNG and gas infrastructure deals. Lead market analysis and devise pricing strategy. Lead execution of spot gas trading transactions, including deal structuring, internal approvals, and compliance with trading procedures • Negotiate and manage GSPA, GTA, PSA, LNG and pipeline agreements and work across cross-functional global teams (technical, legal, finance, operations). Manage end-to-end commercial execution and coordinate with stakeholders. Implement and manage GSPA operations, including resolution of gas quality, quantity, and delivery obligations • Set up SoPs, risk management framework, legal and statutory compliances for Natural Gas Business. • Synthesize complex technical, environmental, and financial risks into high-level whitepapers, project proposals, and strategic presentations tailored for the Board of Directors, Ministry officials, and major joint-venture partners. • Any other activity as assigned by Supervisor/ higher authorities
3.6	Deputy General Manager (DGM) / General Manager (GM) / Chief General Manager (CGM) - Sales & Marketing	Experience: Minimum 18/21/24 years, out of which Minimum 9 years of relevant work experience in Sales/Marketing in Polymer, Petrochemicals industry



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	(Petrochemicals/ Petrochemicals Derivatives)	The broad job role expectations given below are indicative in nature: • Design and implementation of Sales & Marketing strategies for the organization. • Value proposition for market development and customer targeting plan. • Formulate pricing strategy on a Pan-India basis. • Production planning as per market needs. • Coordination with the supply chain for effective product evacuation. • Managing regions in terms of Sales, Marketing, Supply Chain, etc. • Establishing and enhancing the brand in the market. • Achieving sales targets. • Establish customer relationships and manage key accounts. • Bring market intelligence in terms of competitors' activities, imports, market trends, customer activities, and expectations. • Ensure customer stickiness through strategic initiatives. • Foster cross-functional collaboration across the organization. • Manage profitability. • Any other activity as assigned by Supervisor/ higher authorities

8. SHORTLISTING & SELECTION PROCESS

a. The selection process may comprise of various shortlisting & selection tools like Computer Based Test/ Written Test, Group Task, Psychometric Assessment, Skill Test, Personal/Technical Interview, Physical Fitness Efficiency Test (if applicable) etc. which would be administered depending upon the position requirement.

b. Computer Based Test (CBT), wherever applicable will consist of objective questions and will comprise of two parts.

   i. General Aptitude consisting of English Language, Quantitative Aptitude Test & Intellectual Potential test (Logical Reasoning and Data Interpretation).



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ii. Technical/ Professional Knowledge comprising of questions related to Qualifying degree / Educational background required for the applied position.

c. CBT will be conducted tentatively in August/ September 2026. CBT Questions will be based on Syllabus hosted on Careers Page on corporate website. Candidates to make note that the syllabus uploaded on website will be merely indicative in nature and not exhaustive. Questions may be asked from domain and allied domain of the qualifying degree.

d. The tests/ question papers will not be disclosed to anyone other than the candidates (only during the examination). The test papers will not be shared with anybody even after the examination.

e. Candidates are advised to note that there will not be any mechanism for re-evaluation/ appeal against the test/ question paper.

f. Post examination, candidates will be able to view their individual marks and Cut-Offs under Candidate Login.

g. Candidates qualifying in the Computer Based Test (wherever applicable) in order of merit & predetermined ratio will be advised to upload the supporting documents for certain positions.

h. Basis scrutiny of the application, uploaded documents and category-wise & discipline-wise merit list in Computer Based Test, shortlisted candidates will be called for Group Task and/or Personal Interview.

i. Candidates' document verification shall be conducted before Personal Interviews.

j. Candidates may be required to undergo Psychometric Assessments before/ after Group Task/ Personal Interview.

k. Candidates must secure minimum qualifying marks in each of the applicable selection process stages i.e., Computer Based Test, Group Task and Personal Interview to be considered for further selection process.

l. A category & discipline-wise merit list will be drawn for all the candidates who qualify in all the applicable stages. Computer Based Test/ Written Test (wherever applicable) + Group Task + Personal Interviews + Work Experience (wherever applicable) & offer of appointment would be as per the category & discipline-wise vacancies available.

m. The selected candidates would be required to join HPCL as per the date of joining mentioned in the Offer of Appointment. In case the candidates fail to join as per the prescribed date, the offer of



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appointment would be withdrawn and the same offer will be given to the next candidate in the Merit List.

Note: The details related to syllabus for Computer Based Test, Shortlisting methodology (if applicable), Selection process will be uploaded on our website prior to commencement of selection process.

Any change in the selection process will only be uploaded on the Careers Page of www.hindustanpetroleum.com

9. EMOLUMENTS

Pay Scale (Rs)*	Cost to Company (CTC) Approx.
30000-120000	Rs 10.99 Lakh
60000-180000	Rs 21.98 Lakh
70000-200000	Rs 26.49 Lakh
80000-220000	Rs 30.27 Lakh
90000-240000	Rs 35.13 Lakh
100000-260000	Rs 40.24 Lakh
120000-280000	Rs 49.73 Lakh

*A candidate will be inducted at the minimum of the pay scale.

NOTE: The CTC mentioned has been calculated at minimum base level of pay grade and includes Basic Pay, Retirement Benefits, Dearness Allowance, HRA and Cafeteria Allowance and also includes Performance Related Pay (calculated at maximum), which is dependent upon multiple factors and payable as per the Corporation's policy. It may please be noted that the retirement benefits are admissible upon separation /retirement as per the Corporation policy prevailing at that time. Above-mentioned CTC is for candidates posted in metro cities and may vary for other locations.

10. SERVICE BOND AND RETENTION AMOUNT

Service Bond: Selected candidates will have to execute a service bond with surety to serve the corporation for a minimum period of three years from the date of joining the corporation as under:



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Pay Scale (Rs)	Bond Amount	
	General	EWS/ OBCNC/ SC/ ST/ PwBD
30000-120000	Rs 3,00,000/-	Rs 50,000/-
60000-180000		
70000-200000		
80000-220000		
90000-240000		

Retention Amount:

Rs. 5000/- per month will be deducted as retention amount from the total emoluments for the first 12 months during the probation period for the officers recruited in Pay Scales Rs 30000-120000 or Rs 40000-140000.

Rs. 8000/- per month will be deducted as retention amount from the total emoluments for the first 12 months during the probation period for the officers recruited in Pay Scales from Rs 50000-160000 till Rs 90000-240000.

The above retention amount deducted shall be released after 3 years without interest.

In case of resignation before serving the bond period, the candidate needs to settle the bond amount as per the Corporation's Service Bond Policy.

11. PRE-EMPLOYMENT MEDICAL EXAM

Appointment to the above posts will be subject to the candidate being medically fit as per the standards prescribed for the post by the Corporation. Shortlisted candidates shall be required to get their Pre-Employment Medical Examination (PEME) done in HPCL nominated/ empanelled hospitals. **HPCL does not have policy/ provision for any appeal/ re-examination of the PEME of the candidates.** The decision on medical fitness by HPCL's Chief Medical Advisor would be final and binding on the candidate. Reference for a medical examination does not mean final selection.

The Pre-Employment Medical Examination Standards are available on HPCL Corporate Website (www.hindustanpetroleum.com/careers). Candidates are advised to ensure that they are Medically Fit



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as per HPCL's Pre-Employment Medical Examination Standards before commencing filling the ONLINE application.

12. PHYSICAL FITNESS EFFICIENCY TEST

Candidates would be additionally required to clear Physical Fitness Efficiency Test (PFET)- comprising of Working at Height Test, Endurance Test and Agility Test after PEME (wherever applicable).

13. PLACEMENT/ POSTING

Depending upon the requirement of the Corporation, selected candidates can be placed anywhere in India including any Section/Plant/Unit /Department/Division of the Corporation or Establishment or any other Associate Subsidiary/ Joint Venture companies of the Corporation, including overseas offices at the discretion of the Management without detrimental to the emoluments.

The services will be transferable as per the requirement of the Corporation. These positions may involve working in shift duties. Selected candidates may also be posted / assigned to any of the subsidiaries/ Joint Ventures or any department of Government of India.

14. PROBATION

The Selected Officers will be on Probation for one year from the Date of Joining. Upon successful completion of the Probation period, the officer will be considered for confirmation in the services of the Corporation as per the policy.

15. RESERVATIONS, CONCESSIONS & RELAXATIONS

a. Reservation of posts for SC, ST, OBCNC, EWS and PwBD (Persons with benchmarked disabilities – with degree of disability 40% or above) are as per Government Directives. The reservation is as per statutory guidelines and judgement of Hon'ble Supreme Court on R.K.Sabharwal Vs. State of Punjab case. Department of Pers & Trng, vide O.M. No. 36012/2/96-Estt(Res.) dated 02.07.1997 replaced vacancy based roster with post based roster. The reservation given below has been considered taking into account existing category wise cadre strength, excess /shortfall in the respective categories and the advertised vacancies.



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Category-wise vacancy distribution is as given below.

Pay Scale (Rs)	SC	ST	OBCNC	EWS	UR
30000-120000	8	4	14	5	23
60000-180000	8	4	13	5	22

NOTE: For positions notified in S. No. 3.2, 3.3, 3.4, 3.5 and 3.6 depending on the suitability for position, candidates may be inducted in either of the Pay Scale as notified and reservation as applicable in that grade depending upon cadre strength will be made applicable.

b. Candidates seeking reservation as SC/ST/OBCNC/EWS, shall have to produce a certificate in the prescribed proforma (the format can be downloaded from HPCL Website) meant for appointment to posts under the Government of India from the designated authority indicating clearly the candidate's caste, the Act/Order under which the caste is recognised as SC/ST/OBCNC and the Village/Town the candidate is ordinarily a resident of. They must also ensure that the name of their caste/ community and its spelling in their caste/ community certificate should be exactly as mentioned in the lists notified by the central government from time to time (for OBCNC category list of castes recognized by the Govt. of India as OBC castes in the central list is available on the site http://www.ncbc.nic.in, for ST category the list of castes for each state is available on the site www.ncst.nic.in and for SC category the list of castes for each state is available on the site http://www.socialjustice.nic.in). A certificate containing any variation in the caste name will not be accepted. Further the OBC certificate should also clearly indicate that the candidate does not belong to creamy layer as defined by the Government of India for applying to posts and services under the Central Government.

For getting the benefits of reservation under Scheduled Caste (SC) / Scheduled Tribe (ST) category:

• Name of Caste / Tribe to which candidate belongs must appear in the Central List of SC and ST of respective State as notified respectively by Ministry of Social Justice and Empowerment, Govt. of India (https://socialjustice.gov.in/) and Ministry of Tribal Affairs, Govt. of India. (https://tribal.nic.in).



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• The Caste / Tribe certificate must contain date of issue along with certificate number and the name of the Caste / Tribe. The name of the Caste/Tribe mentioned in the certificate should be spelled exactly in the same manner as appearing in the central list of SC/ST for the respective State.

• Candidates should be able to produce SC/ST certificate issued by the Competent Authority in the latest prescribed format applicable for purpose of reservation in appointment to posts under Government of India/Central Government Public Sector Undertaking.

• SC/ST candidates belonging to the State of Maharashtra must have valid Caste Validity certificate issued in his/her name issued by Government of Maharashtra

c. The OBC claim of a candidate will be determined in relation to the State (or part of the State) to which his/ her father originally belongs. A candidate who has migrated from one State (or part of the State) to another should, therefore, produce an OBC certificate, which should have been issued to him/ her based on his/ her father's OBC certificate from the State to which he (father) originally belongs.

d. A person who wants to avail the relaxed standards of PwBD reservation will have to submit a disability certificate issued by a Competent Authority as prescribed in RPwBD Act, 2016. Further to this, according to Notification No: 38-16/2020-DD-III-DT.04/01/2021 by Ministry of Social Justice & Empowerment, list of positions/ disciplines in which PwBD candidates are eligible to apply for this recruitment drive are given against the vacancies.

PwBD candidates in the category of blindness, locomotor disability (both arms affected – BA) and cerebral palsy who are compelled to avail Scribe due to their disability, shall be allowed to bring the scribe at his/her own cost as per extant applicable government guidelines. The qualification of the scribe should be one step below the qualification of the candidate taking the examination.

The provision of scribe can be allowed on production of a certificate from the Chief Medical Officer/ Civil Surgeon/ Medical Superintendent of a Government Health Care Institution as per proforma prescribed by Govt. of India (Certificate regarding Physical Limitation of an examinee to respond in CBT) to the effect that the person concerned has physical limitation to operate



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computer and help of scribe is essential to appear in the examination. The person with benchmark disability opting for own Scribe/ Reader should submit details of their own Scribe as per the prescribed Proforma (Letter of Undertaking for using their own scribe).

Both prescribed proforma are available on 'Latest Job Opening' under 'HPCL Careers Page'.

The scribe arranged by the candidate should not be a candidate for the same examination. If violation of the above is detected at any stage of the process, candidature of both the candidate and the scribe will be cancelled. Candidates eligible for and who wish to use the services of a scribe in the examination should invariably carefully indicate the same in the online application form. Any subsequent request may not be favourably entertained.

A person acting as a scribe for one candidate cannot be a scribe for another candidate.

The scribe may be from any academic stream. However, the scribe should be from an academic stream different from that prescribed for the post.

Both the candidate as well as scribe will have to give a suitable undertaking confirming that the scribe fulfils all the stipulated eligibility criteria for a scribe mentioned above. Further in case it later transpires that he/she did not fulfil any laid down eligibility criteria or suppressed material facts the candidature of the applicant will stand cancelled, irrespective of the result of the online examination.

The PwBD candidates shall be eligible for compensatory time of 20 minutes for every hour of the examination or as otherwise advised.

Scribe should not answer on his/her own. Any such behaviour observed will result in cancellation of candidature

During the exam, at any stage, if it is found that scribe is independently answering the questions, the exam session will be terminated and candidate's candidature will be cancelled. The candidature of such candidates using the services of a scribe will also be cancelled if it is reported after the examination by the test administrator personnel that the scribe independently answered the questions.



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e. PwBD candidates who are not in possession of UDID card are required to register with the UDID portal (https://www.swavlambancard.gov.in/) and produce the UDID card at the time of interviews/ joining.

f. Appointment in these vacancies will be offered to PwBD candidates after considering the nature of duties & responsibilities of the job, location, hazard, strain & other factors, also considering that the condition is not likely to interfere with the performance of duties of the post with reasonable efficiency and without possible deterioration of his/ her health. The final appointment would be based on candidate's medical fitness with respect to job profile of the identified post.

g. For getting the benefits of reservation under EWS category, the Income and Asset Certificate shall be valid for the financial year 2026-27 and should have been prepared on the basis of income and asset verification for the financial year 2025-26. The name of the caste should be clearly mentioned in the aforesaid certificate. Caste name like "General/Samanya etc." will not suffice. Applicant's photo on the certificate should be duly pasted, signed and stamped by issuing authority. 'Income and Asset Certificate' shall be submitted by such candidates at the time of interview (if called for interview). No request for extension of time for production of 'Income & Asset Certificate' beyond the said date shall be entertained. In case candidates fail to produce the same at the time of interview, they will not be allowed to appear for interview. Further, their request for interview under General category will also not be entertained.

h. Maximum age limit is relaxed by 5 years for SC & ST, 3 years for OBCNC, 10 years for PwBD (UR), 13 years for PwBD (OBCNC) and 15 years for PwBD (SC/ST) candidates.

i. Maximum age limit is relaxed by 5 years for candidates domiciled in Jammu & Kashmir between 01.01.1980 and 31.12.1989.

j. Maximum age relaxation by 5 years is applicable for Ex-servicemen & Commissioned Officers (including ECOs/ SSCOs) subject to rendering minimum 5 years' service in Armed Forces and fulfilment of other conditions prescribed by Govt. of India. {Ref: DoPT OM No. 36034/2/2013-Estt.(Res.) dated 8th April 2013}

k. Maximum upper age of the applicants shall not exceed 56 years including all possible age relaxations.



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l. The OBC candidates who belong to "Creamy Layer" are not entitled for concession admissible to OBCNC candidates and such candidates will have to indicate their category as Unreserved (UR)

m. Further the OBCNC candidates will have to give a self-undertaking, at the time of Personal Interviews in terms of DOPT memo No. 36012/22/93-Extt. (SCT) dt. 08.09.1993 if called for, indicating that they belong to OBC-Non-Creamy Layer.

n. Relaxed standards in assessment/ selection, Computer Based Test, Group Task, Personal Interview and overall (Test, Group Task and Personal Interview as applicable) will be applied for SC, ST, OBCNC, PwBD candidates.

o. If the SC/ ST/ OBCNC/ PwBD certificate has been issued in a language other than English/ Hindi, the candidates will be required to submit a self-certified translated copy of the same either in English or Hindi.

p. Any request for change in Category (UR/ EWS/ SC/ ST/ OBCNC/ PwBD) once filled in the online application form, will not be considered and accordingly concession/ relaxation applicable will not be extended. Hence, candidates are advised to fill the application with utmost care while mentioning category.

q. Further to this, according to Notification No: 16-15/2010 DD.111 DT.29/07/2015 by Ministry of Social Justice & Empowerment, list of positions/ disciplines in which PwBD candidates are eligible to apply for this recruitment drive is given below.

Position	PwBD Eligibility
Junior Executive- Chemical	HH. OA. OL. SD. SI. CP. Dw. AAV. SLD. MI. MD (any of the combinations above)
Senior Officer - Sales	LV. D. HH. OA. BA. OL. SD. SI. CP. LC. Dw. AAV. SLD. MI. MD (any of the combinations above)
Assistant Manager / Manager - Projects	D. HH. OA. OL. SD. SI. CP. LC. Dw. AAV. SLD. MI. MD (any of the combinations above)
Chief Manager / DGM - Technical Services (Speciality Chemicals)	HH. OA. OL. SD. SI. CP. Dw. AAV. SLD. MI. MD (any of the combinations above)



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Senior Manager/ Chief Manager / Deputy General Manager (DGM) – Economist	B. LV. D. HH. OA. BA. OL. BL. OAL. SD. SI. CP. LC. Dw. AAV. ASD(M). MI. MD (any of the combinations above)
DGM / GM - Gas Sourcing & Marketing	LV. D. HH. OA. BA. OL. SD. SI. LC. Dw. AAV. SLD. MI. MD (any of the combinations above)
DGM / GM / CGM - Sales & Marketing (Petrochemicals/ Petrochemicals Derivatives)	LV. D. HH. OA. BA. OL. SD. SI. LC. Dw. AAV. SLD. MI. MD (any of the combinations above)

Abbreviations: B=Blind, D= Deaf, LV=Low Vision, HH= Hard of Hearing, OA=One Arm, OL=One Leg, BA=Both Arms, BL=Both Leg, OAL=One Arm and One Leg, BLOA=Both Leg & One Arm, BLA=Both Legs Arms, SD=Spinal Deformity, SI=Spinal Injury, CP=Cerebral Palsy, LC=Leprosy Cured, Dw=Dwarfism, AAV=Acid Attack Victims, ASD(M)= Autism Spectrum Disorder (M= Mild, MoD= Moderate), SLD= Specific Learning Disability, MI= Mental Illness, MDy=Muscular Dystrophy, MD=Multiple Disabilities.

16. APPLICATION PROCESS

a. Online Application will be accepted from 1600 hrs on 1st July 2026 till 1500 hrs on 20th July 2026.
b. Candidates are requested to apply online only on www.hindustanpetroleum.com Careers → Current Openings, after reading detailed advertisement. No other mean / mode of the application shall be accepted.
c. Applications with incomplete / wrong particulars or not in the prescribed format will not be considered.
d. The email id and mobile number provided in online application should remain valid for at least one year. Candidates must use proper e-mail ids created in their names. Applications with pseudo / fake email ids will attract appropriate action under the law.
e. The photograph and signature of the candidate during the application need to be uploaded. The same will be used for issuance of admit card for CBT and verification in further selection process. In case of wrong/ missing photo/ signature the candidature will be cancelled.
f. All the details given in the online form will be treated as final and no changes will be entertained.



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g. In the event of submission of incomplete application along with application fees for reasons whatsoever, his / her candidature will stand cancelled and Application fee will be forfeited. No further communication/ consideration on the same shall be entertained.
h. Candidates will be required to submit documentary evidence of eligibility during the shortlisting/ selection process within stipulated time as advised by HPCL. Any mismatch in name, qualification, other criteria of documents from the data given in application form will lead to disqualification at any stage.
i. Candidates for Certain Positions will be asked by mail from careers@hpcl.in and will be required to upload the documents pertaining to their eligibility w.r.t age, qualification, experience, etc, with the specific deadline mentioned in the registered mail at the time of application. If the candidates fail to upload the documents by the said deadline, their application and candidature will be rejected and no correspondence in this regard will be entertained.
j. CBT/ Interviews for different positions may be conducted on the same day/ different venues for all the positions.
k. The CBT will be conducted online in venues given in the respective admit card.
l. Any request for change of venue/ date for CBT / interviews will not be entertained.
m. If sufficient number of candidates do not opt for a particular centre for "Online" examination, HPCL reserves the right to allot any other adjunct centre to those candidates OR if the number of candidates is more than the capacity available for online exam for a centre, HPCL reserves the right to allot any other centre to the candidate.
n. HPCL also reserves the right to allot the candidate to any centre other than the one he/she has opted for.
o. Candidate will appear for the examination at an Examination Centre at his/her own risks and expenses and HPCL will not be responsible for any injury or losses etc. of any nature.
p. Choice of centre once exercised by the candidate will be final.
q. Candidates currently employed at the services in HPCL are not eligible to apply for Lateral Positions (positions wherever Minimum Experience is sought).

17. APPLICATION FEES

a. The application fees is applicable for all positions.



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b. SC, ST & PwBD candidates are exempted from payment of application fee.
c. UR, OBCNC and EWS candidates are required to pay a Non-Refundable Amount of ₹1180/- + payment gateway charges if any (Application fee of ₹1000/- + GST@18% i.e. ₹180/- + payment gateway charges if applicable).
d. Payment Mode: Debit / Credit card/ UPI/ Net Banking: On paying application fee online, the payment status will automatically change to "Your Transaction is successfully completed", on successful receipt of fees.
e. All the candidates must ensure that the payment status is "Completed" as the transaction will be considered "incomplete" in case of any other payment status. Once the payment is done, candidates are required to take print of acknowledgment of payment and preserve the same for future reference.
f. No other mode of payment than those mentioned above will be accepted.
g. Application fee once paid will not be refunded under any circumstances. Also, chargeback cannot be claimed for any reason.
h. **All the candidates are advised to make the payment for application fee only once. After submitting, wait for a formal payment confirmation. No refunds will be issued under any circumstances if a candidate makes duplicate or multiple payments.**
i. The fee being paid is only towards the submission of application and does not in any way guarantee issuance of interview call letter etc.

18. GENERAL INSTRUCTIONS

a. Only Indian Nationals are eligible to apply.
b. All computations of age/ relevant experience requirement/ qualification shall be done with respect to the last date of receipt of online application i.e., 20th July 2026.
c. Queries must be emailed keeping the subject of the mail formatted as "Position Name – Application Number" at careers@hpcl.in.
d. All the qualifications should be full time regular course/s from AICTE approved/ UGC recognized University/ Deemed University. The courses offered by Autonomous Institutions should be equivalent to the relevant courses approved/ recognized by Association of Indian Universities



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(AIU/ UGC/ AICTE). Candidates of Integrated MTech and Dual Degrees courses are also eligible to apply subject to minimum eligibility criteria being met.

e. Wherever CGPA/ OGPA or letter grade in a qualifying degree is awarded, equivalent percentage of marks should be indicated in the application form as per norms adopted by University/ Institute. Please also obtain a certificate to this effect from University/ Institute which shall be required at the time of interview. The fraction of percentage so arrived will not be rounded off to next higher whole number i.e., 64.99% will be treated as less than 65%.

f. Teaching & Research experience in an academic institute will not be considered as relevant work experience except for Economist profile.

g. The candidature of the shortlisted applicant would be provisional and subject to subsequent verification of certificate/ testimonials, medical fitness, etc.

h. Candidates have to necessarily declare (in case they are shortlisted for subsequent stages) that he/ she 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. Mere shortlisting in CBT does not entail the right for Interview and Corporation reserves its right to call for suitable candidates depending upon their credentials/ declarations.

i. All the details mentioned in the online form will be treated as final and no request for changes will be entertained later on. Therefore, candidates are advised to fill the ONLINE form with utmost care making correct entries in the respective fields. An application once submitted shall not be considered for any editing later on.

j. Selected candidates will have to join the Corporation on the date mentioned in their offer of appointment failing which the Corporation reserves the right to cancel/withdraw the offer of appointment without any further correspondence/reference to the candidates.

k. Admit Card for Computer Based Test, Group Task and/or Interview Call Letters etc. will not be sent to candidates in hard copy. Candidates will be required to download the same from HPCL website. Intimation for downloading call letter for CBT will also be sent through email/SMS. Once the candidate clicks the relevant link, he/she can access the window for call letter download. The candidate is required to use (i) Registration Number/Roll Number, (ii) Password/Date of Birth for downloading the call letter. Candidate needs to affix recent recognizable photograph on the call



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letter preferably the same as provided during registration and appear at the examination centre with (i) Call Letter (ii) Photo Identity Proof

l. HPCL would be analyzing the responses (answers) of individual candidates with those of other candidates to detect patterns of similarity of right and wrong answers. If in the analytical procedure adopted by HPCL in this regard, it is inferred/ concluded that the responses have been shared and scores obtained are not genuine/ valid, HPCL reserves right to cancel the candidature of the concerned candidates and the result of such candidates (disqualified) will be withheld.

m. Instances for providing incorrect information and/or process violation by a candidate detected at any stage of the selection process will lead of disqualification of the candidate from the selection process and he/she will not be allowed to appear in any HPCL's recruitment process in the future. If such instances go undetected during the current selection process but are detected subsequently, such disqualification will take place with retrospective affect.

n. The total number of vacancies and the reserved vacancies is provisional and may increase/decrease at the discretion of the Corporation basis business requirements. HPCL reserves the right not to fill any post or all of the above posts advertised at any stage of selection.

o. All the candidates are requested to remain updated at each step of the selection process by visiting our website www.hindustanpetroleum.com. Candidates may please note that personal calls and/or interaction with any of the HPCL's officials during recruitment drive is discouraged, except when absolutely necessary/critical.

p. HPCL will not be responsible for any loss/non-delivery of email or any other communication sent, due to invalid/wrong email id or contact number. Request for change of e-mail ID and mobile number during the entire selection process will not be entertained.

q. HPCL reserves the right to cancel or add any examination centre / Personal Interview centre depending on the response in that area/ centre.

r. The Corporation also reserves the right to cancel / restrict/ curtail/ enlarge the recruitment/ selection process thereunder without any further notice and without assigning any reasons.

s. Candidates are advised to submit only one application. In case of multiple applications from a candidate, the latest one shall be considered as final and the earlier applications shall be rejected without any notice.



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t. Candidates presently employed in Government Departments / PSU's / Autonomous Bodies owned by the Government, should submit their application through proper process. They must produce No Objection Certificate in original hard copy at the time of Personal Interview, failing which they will not be allowed to appear for the Personal Interview process and their candidature will not be entertained. Further, if any candidate joins Government / PSUs / Autonomous bodies after filling the online application form, such candidates along with those who have submitted proper receipted copy of application to employer seeking NOC from their present employer at the time of filling online application form, also have to submit proper NOC at the time of document verification before interview at the reporting place, failing which his /her candidature for applied post will be rejected.

u. Candidates (except final year degree students passing out in Academic Year 2025-26, only applicable for freshers positions) must be in possession of all applicable Degree Certificates and mark sheets at the time of application and ensure that they fulfil all eligibility criteria. For the positions where experience is mandatory, the relevant work experience will be counted post completion of qualifying degree as per advertisement.

v. Candidates who are in final year (passing out in Academic Year 2025-26) can also apply for freshers positions. However, the appointment shall be subject to meeting the eligibility criteria (possession of diploma/ degree certificate with qualifying percentage/ marks) as per this notification.

w. All applicants must fulfil the essential requirements of the post and other conditions stipulated in the advertisement. They are advised to satisfy themselves before applying. No enquiry asking for advice as to eligibility will be entertained.

x. Candidates applying for Experienced positions are advised to upload their resume and work experience documents and ensure that they meet all the eligibility criteria prior to appearing for interviews. In case the candidates are found to be ineligible on the grounds of insufficient documentary evidence for meeting the eligibility criteria, the candidature shall be cancelled and no travel reimbursement shall be done.

y. Candidates are advised in their own interest to apply online before the closing date and not to wait till the last date for depositing the fee to avoid the possibility of disconnection/ inability / failure to log on to the website on account of heavy load on internet or website jam.



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z. Reimbursement of Sleeper class rail fare for Computer Based Test for SC, ST & PwBD candidates and 3rd AC for all candidates appearing in the Interview by the shortest route is admissible for outstation, provided the distance travelled is not less than 30 km. Candidates opting for examination Centre other than the Centre nearest from mailing address will not be reimbursed travel fare. The candidates will be required to fill in the Travel Allowance (TA) Form as detailed on HPCL website and submit/upload it along with Travel Proof for travel undertaken. Travel allowance will be processed through online mode. This reimbursement is not applicable to candidates who are already in Central/State Government Services/PSUs.

aa. In case of any ambiguity or dispute arises on account of interpretation in versions other than English, the English version will prevail.

Furnishing of wrong/ false information or suppressing of any material fact will lead to disqualification and HPCL will not be responsible for any of the consequences of furnishing such wrong/ false information. Since all the applications will be screened without documentary evidence, the candidates must satisfy themselves meeting eligibility for the position to which they are applying. If at any stage during the recruitment and selection process, it is found that the candidates have furnished false or wrong 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. to 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. Canvassing in any form during any stage of recruitment process will lead to cancellation of candidature.

Court of jurisdiction for any dispute will be at Mumbai.

The general public is hereby informed that all applications are accepted through our online portal only and is not outsourced by HPCL to any agency/ individual. Applicants are advised to beware such fraudulent agencies.

Any further corrigendum / addendum would be uploaded only on our website www.hindustanpetroleum.com

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