



Advertisement No. IOCL/MKTG/APPR/2023-24

Date: 16.12.2023

Notification for Engagement of Trade/Technician/Graduate Apprentices under the Apprentices Act ,1961 at IOCL (Marketing Division)

IndianOil Corporation Limited, one of the largest commercial undertaking in India and a Fortune "Global 500" Company, as a measure of Skill Building Initiative for the Nation, proposes to engage **Technician, Graduate & Trade Apprentices (Technical and Non – Technical at its Locations in States of India (Tamil Nadu & Puducherry, Karnataka, Maharashtra, Gujarat, Goa, Madhya Pradesh, Chhattisgarh, UT of Daman & Diu, UT of Dadra & Nagar Haveli, West Bengal, Bihar, Odisha, Jharkhand, Assam, Sikkim, UT of Andaman & Nicobar Island, Tripura, Nagaland, Mizoram, Meghalaya, Manipur & Arunachal Pradesh, Delhi, Haryana, Punjab, UT of Chandigarh, Himachal Pradesh, UT of J&K, UT of Ladakh, Uttar Pradesh, Rajasthan, Uttarakhand).**

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

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

State	Disc Code	Discipline	Total	UR	EWS	SC	ST	OBC (NCL)	PwBD
DELHI	101	Technician Apprentice-Mechanical	70	30	7	10	5	18	0
	102	Technician Apprentice-Electrical							
	103	Technician Apprentice-Instrumentation							
	104	Technician Apprentice-Civil							
	105	Technician Apprentice-Electrical & Electronics							
	106	Technician Apprentice-Electronics							
	107	Trade Apprentice – Fitter	27	12	2	4	2	7	
	108	Trade Apprentice – Electrician							
	109	Trade Apprentice – Electronics Mechanic							
	110	Trade Apprentice – Instrument Mechanic							
	111	Trade Apprentice – Machinist							
	112	Graduate Apprentice	28	13	2	4	2	7	
	113	Trade apprentice - Data Entry Operator (Fresher)							
	114	Trade Apprentice-Data Entry Operator (Skill Certificate Holders)							
	115	Trade Apprentice-Retail Sales Associate (Fresher)							
	116	Trade Apprentice - Retail Sales Associate (Skill Certificate Holders)							
HARYANA	101	Technician Apprentice-Mechanical	40	19	4	7	0	10	0
	102	Technician Apprentice-Electrical							
	103	Technician Apprentice-Instrumentation							
	104	Technician Apprentice-Civil							
	105	Technician Apprentice-Electrical & Electronics							
	106	Technician Apprentice-Electronics							

State	Disc Code	Discipline	Total	UR	EWS	SC	ST	OBC (NCL)	PwBD						
PUNJAB	107	Trade Apprentice – Fitter	21	11	2	3	0	5	0						
	108	Trade Apprentice – Electrician													
	109	Trade Apprentice – Electronics Mechanic													
	110	Trade Apprentice – Instrument Mechanic													
	111	Trade Apprentice – Machinist													
	112	Graduate Apprentice	41	18	4	11	0	8							
	113	Trade apprentice - Data Entry Operator (Fresher)													
	114	Trade Apprentice -Data Entry Operator (Skill Certificate Holders)													
	115	Trade Apprentice-Retail Sales Associate (Fresher)													
	116	Trade Apprentice - Retail Sales Associate (Skill Certificate Holders)													
	101	Technician Apprentice-Mechanical								17	9	1	4	0	3
	102	Technician Apprentice-Electrical													
	103	Technician Apprentice-Instrumentation													
	104	Technician Apprentice-Civil													
	105	Technician Apprentice-Electrical & Electronics													
	106	Technician Apprentice-Electronics													
107	Trade Apprentice – Fitter	11							5	1	3	0	2		
108	Trade Apprentice – Electrician														
109	Trade Apprentice – Electronics Mechanic														
110	Trade Apprentice – Instrument Mechanic														
111	Trade Apprentice – Machinist														
112	Graduate Apprentice	7	4	0	2	0	1								
113	Trade apprentice - Data Entry Operator (Fresher)														
114	Trade Apprentice -Data Entry Operator (Skill Certificate Holders)														
115	Trade Apprentice-Retail Sales Associate (Fresher)														
116	Trade Apprentice - Retail Sales Associate (Skill Certificate Holders)														
HIMACHAL PRADESH	101	Technician Apprentice-Mechanical	12	6	1	3	0	2	0						
	102	Technician Apprentice-Electrical													
	103	Technician Apprentice-Instrumentation													
	104	Technician Apprentice-Civil													
	105	Technician Apprentice-Electrical & Electronics													

State	Disc Code	Discipline	Total	UR	EWS	SC	ST	OBC (NCL)	PwBD	
	105	Technician Apprentice-Electrical & Electronics							0	
	106	Technician Apprentice-Electronics								
	107	Trade Apprentice – Fitter								
	108	Trade Apprentice – Electrician	39	18	3	8	0	10		
	109	Trade Apprentice – Electronics Mechanic								
	110	Trade Apprentice – Instrument Mechanic								
	111	Trade Apprentice – Machinist								
	112	Graduate Apprentice	30	13	3	6	0	8		
	113	Trade apprentice - Data Entry Operator(Fresher)	71	31	7	14	0	19		4
	114	Trade Apprentice-Data Entry Operator (Skill Certificate Holders)								
	115	Trade Apprentice-Retail Sales Associate (Fresher)								
	116	Trade Apprentice - Retail Sales Associate (Skill Certificate Holders)								
	UTTARAKHAND	101	Technician Apprentice-Mechanical	10	7	1	1	0	1	0
		102	Technician Apprentice-Electrical							
		103	Technician Apprentice-Instrumentation							
104		Technician Apprentice-Civil								
105		Technician Apprentice-Electrical & Electronics								
106		Technician Apprentice-Electronics								
107		Trade Apprentice – Fitter	7	6	0	1	0	0		
108		Trade Apprentice – Electrician								
109		Trade Apprentice – Electronics Mechanic								
110		Trade Apprentice – Instrument Mechanic								
111		Trade Apprentice – Machinist								
112		Graduate Apprentice	2	2	0	0	0	0	0	
113		Trade apprentice - Data Entry Operator(Fresher)	5	5	0	0	0	0		
114		Trade Apprentice -Data Entry Operator (Skill Certificate Holders)								
115		Trade Apprentice-Retail Sales Associate (Fresher)								
116		Trade Apprentice - Retail Sales Associate (Skill Certificate Holders)								
WEST BENGAL	101	Technician Apprentice-Mechanical	134	56	13	30	6	29	0	
	102	Technician Apprentice-Electrical								
	103	Technician Apprentice-Instrumentation								

State	Disc Code	Discipline	Total	UR	EWS	SC	ST	OBC (NCL)	PwBD								
	104	Technician Apprentice-Civil	55	23	6	12	2	12	0								
	105	Technician Apprentice-Electrical & Electronics															
	106	Technician Apprentice-Electronics															
	107	Trade Apprentice – Fitter															
	108	Trade Apprentice – Electrician															
	109	Trade Apprentice – Electronics Mechanic															
	110	Trade Apprentice – Instrument Mechanic															
	111	Trade Apprentice – Machinist															
	BIHAR	101								Technician Apprentice-Mechanical	40	20	4	6	0	10	0
		102								Technician Apprentice-Electrical							
		103								Technician Apprentice-Instrumentation							
104		Technician Apprentice-Civil															
105		Technician Apprentice-Electrical & Electronics															
106		Technician Apprentice-Electronics															
107		Trade Apprentice – Fitter	23	12	2	3	0	6	0								
108		Trade Apprentice – Electrician															
109		Trade Apprentice – Electronics Mechanic															
110		Trade Apprentice – Instrument Mechanic															
111		Trade Apprentice – Machinist															
ODISHA	101	Technician Apprentice-Mechanical	28	13	2	4	6	3	0								
	102	Technician Apprentice-Electrical															
	103	Technician Apprentice-Instrumentation															
	104	Technician Apprentice-Civil															
	105	Technician Apprentice-Electrical & Electronics															
	106	Technician Apprentice-Electronics															
	107	Trade Apprentice – Fitter								17	9	1	2	3	2	0	
	108	Trade Apprentice – Electrician															
	109	Trade Apprentice – Electronics Mechanic															
	110	Trade Apprentice – Instrument Mechanic															
	111	Trade Apprentice – Machinist															
JHARKHAND	101	Technician Apprentice-Mechanical	18	9	1	2	4	2	0								
	102	Technician Apprentice-Electrical															
	103	Technician Apprentice-Instrumentation															
	104	Technician Apprentice-Civil															

State	Disc Code	Discipline	Total	UR	EWS	SC	ST	OBC (NCL)	PwBD	State	Disc Code	Discipline	Total	UR	EWS	SC	ST	OBC (NCL)	PwBD
	105	Technician Apprentice-Electrical & Electronics	10	5	1	1	2	1	0										
	106	Technician Apprentice-Electronics																	
	107	Trade Apprentice – Fitter																	
	108	Trade Apprentice – Electrician																	
	109	Trade Apprentice – Electronics Mechanic																	
	110	Trade Apprentice – Instrument Mechanic																	
	111	Trade Apprentice – Machinist																	
ASSAM	101	Technician Apprentice-Mechanical	64	30	6	4	7	17	0	NAGALAND	101	Technician Apprentice-Mechanical	1	1	0	0	0	0	0
	102	Technician Apprentice-Electrical																	
	103	Technician Apprentice-Instrumentation																	
	104	Technician Apprentice-Civil																	
	105	Technician Apprentice-Electrical & Electronics	32	16	3	2	3	8	0		105	Technician Apprentice-Electrical & Electronics							
	106	Technician Apprentice-Electronics																	
	107	Trade Apprentice – Fitter																	
	108	Trade Apprentice – Electrician																	
	109	Trade Apprentice – Electronics Mechanic																	
	110	Trade Apprentice – Instrument Mechanic																	
	111	Trade Apprentice – Machinist																	
SIKKIM	101	Technician Apprentice-Mechanical	2	2	0	0	0	0	0	MIZORAM	101	Technician Apprentice-Mechanical	0	0	0	0	0	0	0
	102	Technician Apprentice-Electrical																	
	103	Technician Apprentice-Instrumentation																	
	104	Technician Apprentice-Civil																	
	105	Technician Apprentice-Electrical & Electronics	1	1	0	0	0	0	0		105	Technician Apprentice-Electrical & Electronics							
	106	Technician Apprentice-Electronics																	
	107	Trade Apprentice – Fitter																	
	108	Trade Apprentice – Electrician																	
	109	Trade Apprentice – Electronics Mechanic																	
	110	Trade Apprentice – Instrument Mechanic																	
	111	Trade Apprentice – Machinist																	
TRIPURA	101	Technician Apprentice-Mechanical	2	2	0	0	0	0	0	MEGHALAYA	101	Technician Apprentice-Mechanical	0	0	0	0	0	0	0
	102	Technician Apprentice-Electrical																	
	103	Technician Apprentice-Instrumentation																	
	104	Technician Apprentice-Civil																	

State	Disc Code	Discipline	Total	UR	EWS	SC	ST	OBC (NCL)	PwBD
ANDAMAN & NICOBAR ISLAND	113	Trade apprentice - Data Entry Operator (Freshers)	0	0	0	0	0	0	
WEST BENGAL	114	Trade apprentice - Data Entry Operator (Skill Certificate Holders)	1	1	0	0	0	0	
BIHAR	114	Trade apprentice - Data Entry Operator (Skill Certificate Holders)	0	0	0	0	0	0	
ODISHA	114	Trade apprentice - Data Entry Operator (Skill Certificate Holders)	1	1	0	0	0	0	
JHARKHAND	114	Trade apprentice - Data Entry Operator (Skill Certificate Holders)	0	0	0	0	0	0	
ASSAM	114	Trade apprentice - Data Entry Operator (Skill Certificate Holders)	1	1	0	0	0	0	
SIKKIM	114	Trade apprentice - Data Entry Operator (Skill Certificate Holders)	0	0	0	0	0	0	
TRIPURA	114	Trade apprentice - Data Entry Operator (Skill Certificate Holders)	0	0	0	0	0	0	
NAGALAND	114	Trade apprentice - Data Entry Operator (Skill Certificate Holders)	0	0	0	0	0	0	
MIZORAM	114	Trade apprentice - Data Entry Operator (Skill Certificate Holders)	0	0	0	0	0	0	
MEGHALAYA	114	Trade apprentice - Data Entry Operator (Skill Certificate Holders)	0	0	0	0	0	0	
MANIPUR	114	Trade apprentice - Data Entry Operator (Skill Certificate Holders)	0	0	0	0	0	0	
ARUNACHAL PRADESH	114	Trade apprentice - Data Entry Operator (Skill Certificate Holders)	0	0	0	0	0	0	
ANDAMAN & NICOBAR ISLAND	114	Trade apprentice - Data Entry Operator (Skill Certificate Holders)	0	0	0	0	0	0	
WEST BENGAL	115	Trade apprentice - Retail Sales Associate (Freshers)	3	3	0	0	0	0	
BIHAR	115	Trade apprentice - Retail Sales Associate (Freshers)	2	2	0	0	0	0	
ODISHA	115	Trade apprentice - Retail Sales Associate (Freshers)	1	1	0	0	0	0	
JHARKHAND	115	Trade apprentice - Retail Sales Associate (Freshers)	1	1	0	0	0	0	
ASSAM	115	Trade apprentice - Retail Sales Associate (Freshers)	2	2	0	0	0	0	
SIKKIM	115	Trade apprentice - Retail Sales Associate (Freshers)	0	0	0	0	0	0	

State	Disc Code	Discipline	Total	UR	EWS	SC	ST	OBC (NCL)	PwBD
TRIPURA	115	Trade apprentice - Retail Sales Associate (Freshers)	0	0	0	0	0	0	
NAGALAND	115	Trade apprentice - Retail Sales Associate (Freshers)	0	0	0	0	0	0	
MIZORAM	115	Trade apprentice - Retail Sales Associate (Freshers)	0	0	0	0	0	0	
MEGHALAYA	115	Trade apprentice - Retail Sales Associate (Freshers)	0	0	0	0	0	0	
MANIPUR	115	Trade apprentice - Retail Sales Associate (Freshers)	1	1	0	0	0	0	
ARUNACHAL PRADESH	115	Trade apprentice - Retail Sales Associate (Freshers)	0	0	0	0	0	0	
ANDAMAN & NICOBAR ISLAND	115	Trade apprentice - Retail Sales Associate (Freshers)	0	0	0	0	0	0	
WEST BENGAL	116	Trade apprentice - Retail Sales Associate (Skill Certificate Holders)	1	1	0	0	0	0	
BIHAR	116	Trade apprentice - Retail Sales Associate (Skill Certificate Holders)	0	0	0	0	0	0	
ODISHA	116	Trade apprentice - Retail Sales Associate (Skill Certificate Holders)	1	1	0	0	0	0	
JHARKHAND	116	Trade apprentice - Retail Sales Associate (Skill Certificate Holders)	0	0	0	0	0	0	
ASSAM	116	Trade apprentice - Retail Sales Associate (Skill Certificate Holders)	1	1	0	0	0	0	
SIKKIM	116	Trade apprentice - Retail Sales Associate (Skill Certificate Holders)	0	0	0	0	0	0	
TRIPURA	116	Trade apprentice - Retail Sales Associate (Skill Certificate Holders)	0	0	0	0	0	0	
NAGALAND	116	Trade apprentice - Retail Sales Associate (Skill Certificate Holders)	0	0	0	0	0	0	
MIZORAM	116	Trade apprentice - Retail Sales Associate (Skill Certificate Holders)	0	0	0	0	0	0	
MEGHALAYA	116	Trade apprentice - Retail Sales Associate (Skill Certificate Holders)	0	0	0	0	0	0	
MANIPUR	116	Trade apprentice - Retail Sales Associate (Skill Certificate Holders)	0	0	0	0	0	0	
ARUNACHAL PRADESH	116	Trade apprentice - Retail Sales Associate (Skill Certificate Holders)	0	0	0	0	0	0	
ANDAMAN & NICOBAR ISLAND	116	Trade apprentice - Retail Sales Associate (Skill Certificate Holders)	0	0	0	0	0	0	

State	Disc Code	Discipline	Total	UR	EWS	SC	ST	OBC (NCL)	PwBD	State	Disc Code	Discipline	Total	UR	EWS	SC	ST	OBC (NCL)	PwBD													
CHATTISGARH	101	Technician Apprentice-Mechanical	15	5	2	2	5	1	0	DAMAN AND DIU	101	Technician Apprentice-Mechanical	1	0	0	0	1	0	0	0												
	102	Technician Apprentice-Electrical																														
	103	Technician Apprentice-Instrumentation																														
	104	Technician Apprentice-Civil																														
	105	Technician Apprentice-Electrical & Electronics																														
	106	Technician Apprentice-Electronics																														
	107	Trade Apprentice – Fitter	1	0	0	0	1	0	0		107	Trade Apprentice – Fitter	0	0	0	0	0	0	0	0												
	108	Trade Apprentice – Electrician																														
	109	Trade Apprentice – Electronics Mechanic																														
	110	Trade Apprentice – Instrument Mechanic																														
	111	Trade Apprentice – Machinist																														
	112	Graduate Apprentice	7	1	1	1	2	1	1		112	Graduate Apprentice	2	0	0	1	1	0	0													
	113	Trade apprentice - Data Entry Operator(Fresher)	1	0	0	0	1	0			0	113	Trade apprentice - Data Entry Operator(Fresher)	0	0	0	0	0		0	0											
	114	Trade Apprentice-Data Entry Operator (Skill Certificate Holders)																														
	115	Trade Apprentice-Retail Sales Associate (Fresher)																														
	116	Trade Apprentice - Retail Sales Associate (Skill Certificate Holders)																														
101	Technician Apprentice-Mechanical	DADRA & NAGAR HAVELI								1		0	0									0	1	0	0	101	Technician Apprentice-Mechanical	5	4	0	0	0
102	Technician Apprentice-Electrical																															
103	Technician Apprentice-Instrumentation																															
104	Technician Apprentice-Civil																															
105	Technician Apprentice-Electrical & Electronics																															
106	Technician Apprentice-Electronics																															
107	Trade Apprentice – Fitter		0	0	0	0	0	0	0	107	Trade Apprentice – Fitter	5	4	0	0	0	1	0														
108	Trade Apprentice – Electrician																															
109	Trade Apprentice – Electronics Mechanic																															
110	Trade Apprentice – Instrument Mechanic																															
111	Trade Apprentice – Machinist																															
112	Graduate Apprentice		1	0	0	0	1	0	0	112	Graduate Apprentice	20	10	2	3	0	5	0														
113	Trade apprentice - Data Entry Operator (Fresher)		0	0	0	0	0	0		0	113	Trade apprentice - Data Entry Operator (Fresher)	5	4	0	0	0	1	0													
114	Trade Apprentice-Data Entry Operator (Skill Certificate Holders)																															
115	Trade Apprentice-Retail Sales Associate (Fresher)																															
116	Trade Apprentice - Retail Sales Associate (Skill Certificate Holders)																															
101	Technician Apprentice-Mechanical	KARNATAKA									5	4								0	0	0	1	0	101	Technician Apprentice-Mechanical	5	4	0	0	0	1
102	Technician Apprentice-Electrical																															
103	Technician Apprentice-Instrumentation																															
104	Technician Apprentice-Civil																															
105	Technician Apprentice-Electrical & Electronics																															
106	Technician Apprentice-Electronics																															

State	Disc Code	Discipline	Total	UR	EWS	SC	ST	OBC (NCL)	PwBD
	107	Trade Apprentice – Fitter	5	4	0	0	0	1	0
	108	Trade Apprentice – Electrician							
	109	Trade Apprentice – Electronics Mechanic							
	110	Trade Apprentice – Instrument Mechanic							
	111	Trade Apprentice – Machinist							
	112	Graduate Apprentice	10	6	1	1	0	2	0

****NOTE: The reservation for PwBD as indicated for the Discipline of Graduate Apprentice, Trade Apprentice Data Entry Operator (Fresher & Skill Certificate Holders), Trade Apprentice Retail Sales Associate (Fresher & Skill Certificate Holders) shall be applied on horizontal basis, across all categories, as per the Government guidelines. PwBD are not eligible to apply for Discipline Code 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111. A person with specified disability listed in the Schedule appended to the Act but not covered under Section 34(1), if certified by the certifying Officer as a person with disability of 40% or above, shall be allowed concession/relaxation available to PwBD. His/Her candidature will not be considered/adjusted against reservation provided to PwBDs under Section 34(1) of the Act of 2016.**

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

The Rights of Persons with Disabilities Act 2016 - Section 2(r) defines "person with benchmark disability" as a person duly certified by the certifying authority with

- not less than 40% of a specified disability where specified disability has not been defined in measurable terms and
- a disability where specified disability has been defined in measurable terms.

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

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

- PV-Low Vision, Blind P=Physical; V=Vision; H=Hearing;
- PH-Hard of hearing, Deaf L=Locomotors;
- PL-Musculoskeletal (OH-OA/OL), Dwarfism, OH=Orthopaedic Handicap; Acid attack victim, Cerebral Palsy, Leprosy cured OA=One Arm; OL=One Leg
- MD-Multiple Disabilities (a combination of above)

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

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

Prescribed Qualification/Eligibility Criteria:

- For Discipline Code –107** -Trade Apprentice(Fitter) –Matric with regular full time 2(Two) year ITI(Fitter) course recognized by NCVT/SCVT.
- For Discipline Code –108**-Trade Apprentice (Electrician) – Matric with regular full time 2(Two) year ITI (Electrician) course recognized by NCVT/SCVT.
- For Discipline Code – 109**-Trade Apprentice (Electronics Mechanic) – Matric with regular full time 2(Two) year ITI (Electronics Mechanic) course recognized by NCVT/SCVT.
- For Discipline Code – 110**- Trade Apprentice (Instrument Mechanic) – Matric with regular full time 2(Two) year ITI (Instrument Mechanic) course recognized by NCVT/SCVT
- For Discipline Code - 111**- Trade Apprentice (Machinist) – Matric with regular full time 2(Two) year ITI (Machinist) course recognized by NCVT/SCVT.
- For Discipline Code – 101** –Technician Apprentice (Mechanical) –3 years regular full time Diploma in Mechanical Engineering with minimum 50% marks in aggregate for General, EWS and OBC-NCL& 45% in case of SC/ST/PwBD candidates for reserved positions from a recognized Institute/University.
- For Discipline Code – 102**-Technician Apprentice (Electrical) –3 years regular full time Diploma in Electrical Engineering with minimum 50% marks in aggregate for General, EWS and OBC-NCL& 45% in case of SC/ST/PwBD candidates for reserved positions from a recognized Institute/University.
- For Discipline Code – 103**- Technician Apprentice (Instrumentation) –3 years regular full time Diploma in Instrumentation Engineering with minimum 50% marks in aggregate for General, EWS and OBC-NCL& 45% in case of SC/ST/PwBD candidates for reserved positions from a recognized Institute/University.
- For Discipline Code – 104**-Technician Apprentice (Civil) – 3 years regular full time Diploma in Civil Engineering with minimum 50% marks in aggregate for General, EWS and OBC-NCL& 45% in case of SC/ST/PwBD candidates for reserved positions from a recognized Institute/University.
- For Discipline Code -105**-Technician Apprentice (Electrical & Electronics) –3 years regular full time Diploma in Electrical & Electronics Engineering with minimum 50% marks in aggregate for General, EWS and OBC-NCL& 45% in case of SC/ST/PwBD candidates for reserved positions from a recognized Institute/University.
- For Discipline Code -106**-Technician Apprentice (Electronics) –3 years regular full time Diploma in Electronics Engineering with minimum 50% marks in aggregate

for General, EWS and OBC-NCL& 45% in case of SC/ST/PwBD candidates for reserved positions from a recognized Institute/University.

- For Discipline Code -112**- Graduate Apprentice (BA/B. Com/B.Sc/BBA.)–Regular full time Graduate in any discipline with minimum 50% marks in aggregate for General, EWS and OBC-NCL& 45% in case of SC/ST/PwBD candidates for reserved positions from a recognized Institute/University.
- For Discipline Code -113** - Trade Apprentice-Data Entry Operator (Fresher) –Class 12th (but below graduate)with minimum 50% marks in aggregate for General, EWS and OBC-NCL& 45% in case of SC/ST/PwBD candidates for reserved positions from a recognized Institute/Board.
- For Discipline Code - 114** - Trade Apprentice-Data Entry Operator (Skilled Certificate Holders) - Class 12th (but below graduate)with minimum 50% marks in aggregate for General, EWS and OBC-NCL& 45% in case of SC/ST/PwBD candidates for reserved positions from a recognized Institute/Board. Additionally, candidates should possess Skill Certificate of 'Domestic Data Entry Operator' for training of less than one year issued by an awarding body recognized under National Skill Qualifications Framework or any other authority recognized by the Central Government.
- For Discipline Code – 115**- Trade Apprentice-Retail Sales Associate (Fresher) - Class 12th (but below graduate)with minimum 50% marks in aggregate for General, EWS and OBC-NCL& 45% in case of SC/ST/PwBD candidates for reserved positions from a recognized Institute/Board.
- For Discipline Code – 116**- Trade Apprentice-Retail Sales Associate (Skilled Certificate Holders) - Class 12th (but below graduate)with minimum 50% marks in aggregate for General, EWS and OBC-NCL& 45% in case of SC/ST/PwBD candidates for reserved positions from a recognized Institute/Board. Additionally, candidates should possess Skill Certificate of 'Retail Trainee Associate' for training of less than one year issued by an awarding body recognized under National Skill Qualifications Framework or any other authority recognized by the Central Government.
- For all discipline codes: The qualification prescribed shall be from a recognized University/Institute as a full time regular course in relevant disciplines. Qualification acquired through Part-time / Correspondence / Distance Learning mode shall render the candidate **NOT ELIGIBLE** for the above notified disciplines.
- Wherever CGPA/OGPA or Letter Grade is awarded in the Class XII/ITI/Degree / Diploma examinations, its equivalent aggregate percentage of marks must be indicated in the Online Application as per the norms adopted by Board/University/ Institute. Candidates will have to furnish certificate from the concerned University/ Institute regarding the equivalent aggregate percentage of marks with reference to their CGPA/OGPA or Letter grade at the time of document verification failing which their candidature will not be considered.
- Diploma under recognized Institute/University lateral entry scheme (Class XII/ITI) admitted in the second year of Diploma course shall also be considered.
- The candidates who have undergone Apprenticeship earlier or pursuing Apprenticeship Training in an Industry as per the Apprenticeship Act, 1961/1973/1992 as amended from time to time or job experience for a period of 1 year or more are NOT eligible.**
- Applicants who have completed three years as on date of reckoning 30.11.2023, in relevant discipline after acquiring the prescribed qualification as per the last semester/Year marksheet shall NOT BE ELIGIBLE for engagement as apprentices.**
- In case the date of Declaration of result is not mentioned in the Mark Sheet, the candidate must submit a certificate mentioning the date of publication of result from the Principal of the Polytechnic/College/Institute from where the candidate pursued his course along with his Application Form.
- Candidates registered with Local/State Employment Exchange(s)/ Vocational Rehabilitation Center for Person with Benchmark Disability (PwBD) and meeting the prescribed eligibility criteria, are required to apply Online, failing which their candidature will not be considered.
- Candidates with qualification acquired through Distance Learning Mode or Part Time Mode or Correspondence mode shall NOT be considered.**
- Candidates possessing higher professional qualifications such as **B.E or equivalent, MBA or equivalent or MCA/ CA/ ICWA, LLB shall NOT** be considered. Suppression of information regarding possession or pursuing higher qualification shall render a candidate ineligible for consideration at any stage of selection/termination or any time during period of training.
- B. Age:** Minimum 18 years and maximum 24 years as on date of reckoning i.e. **30.11.2023** (Relaxation of 5 years for SC/ST i.e. up to a max of 29 yrs., 3 years for OBC-NCL i.e. up to a max of 27 yrs., for the posts reserved for them). Candidates belonging to PwBD categories shall be given age relaxation up to 10 years (up to 15 years for SC/ST) and up to 13 years for OBC-NCL candidates.
- B. Period of Apprenticeship Training:** As indicated below: 12 Months for all disciplines except,
 - Trade Apprentice - Retail Sales Associate– 6 Months
- C. Selection Methodology:**
 - The Selection shall be on the basis of marks obtained by the candidate in the Online Test and meeting the notified eligibility criteria.
 - The Online Test will be conducted with Objective Type Multiple Choice Questions (MCQ's) consisting of four options with one correct option.
 - The candidates will be assessed on parameters/sections as below

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

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

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

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

Trade Apprentice (Data Entry Operator / Retail Sales Associate):

- Generic Aptitude
 - Reasoning Abilities
 - Basic English
4. The candidates will have to qualify successfully through each stage of the selection process i.e. Online Test (Minimum 40%, relaxable by 5% for candidates from SC/ST/PwBD categories against reserved positions), document verification and Pre-engagement medical fitness for being adjudged suitable for engagement.
5. Candidates are advised to ensure that they are medically fit as per IndianOil's pre-engagement medical standard. Candidates are advised to go through the "Guidelines and Criteria for physical Fitness for Pre-Engagement Medical Examination" before they commence the application process. The guidelines are available in the following link: <https://www.iocl.com/apprenticeships> -> **Pre-engagement Medical Format.**

E. Concessions /Relaxation:

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

F. General Instructions:

1. **Candidates are advised to carefully read the full advertisement for details of Educational Qualification and other eligibility criteria before submission of online application on or before 05th January 2024 @ 5 p.m.**
2. Candidates are advised to register as a Technician/Trade/Graduate Apprentice online in the following portals under the respective State as per their Trades below:
- a) Trade Apprentice - ITI at <http://apprenticeshipindia.org/candidate-registration>
- b) Trade Apprentice - Data Entry Operator & Retail Sales Associate at <http://apprenticeshipindia.org/candidate-registration>
- c) Technician Apprentice – Diploma at https://nats.education.gov.in/student_register.php
- d) Graduate Apprentice: https://nats.education.gov.in/student_register.php
3. If the application is not submitted in line with the eligibility criteria, terms & conditions, then the Application is liable for rejection.
4. The last date for submission of online application is **05.01.2024@ 5 p.m.** Candidates are requested to apply sufficiently in advance before the closing date.
5. All the candidates found eligible for appearing in Online Test will receive Login Credentials in their registered e-mail ID. Candidates are advised to maintain the same registered e-mail ID and mobile number till the completion of apprenticeship training.
6. **Candidates are advised to periodically visit our website <https://www.iocl.com/apprenticeships> as all future correspondence and latest information with regard to Online Test shall be only on our website and/or by email/sms-alerts.**
7. **Any corrigendum/addendum etc. or updates with regard to this advertisement shall be made available on our website: <https://www.iocl.com/apprenticeships> ONLY.**
8. Candidates have to apply for **ANY ONE DISCIPLINE CODE ONLY**. Candidates applying for more than one discipline Code will not be considered and their applications will be summarily rejected.
9. **The candidature of the applicant would be provisional and subject to subsequent verification of certificates and testimonials. In case, it is detected at any stage of engagement or thereafter, that a candidate does not fulfil the eligibility norms and/or that he/she has furnished any incorrect/doctored/false information/certificate/documents or has suppressed any material fact(s), his/her candidature will stand cancelled. If any of these shortcomings is/are detected even after engagement, his/her engagement is liable to be terminated.**
10. Engagement of selected candidates is subject to his/her being declared medically fit as per the requirement of the Corporation. All such engagement will also be subject to all relevant Rules/policies/guidelines of the Corporation.
11. The decision of the Management will be final and binding on all candidates on all matters relating to eligibility, acceptance or rejection of the applications, mode of selection, cancellation of the selection process either in part or full, etc. No correspondence will be entertained in this regard. Filling up of the seats is solely at the discretion of the management based on suitability of candidates and no claim will arise for engagement, if some of these seats are not filled due to unsuitability/insufficient number of candidates.
12. Applications/Registration which are incomplete or are received in any other mode/form, or not fulfilling the eligibility criteria and/or those received after the last date of submission of online application shall not be considered "Eligible" and treated as "Rejected". Canvassing of any kind shall disqualify the candidate.
13. Mere selection in Online examination or completion of document verification/empanelment after the selection process shall not confer any right of engagement as an apprentice in IOCL.
14. **Upon completion of the Apprenticeship period, the Corporation shall have NO obligation to offer employment to such apprentices NOR can an Apprentice claim right for employment on the grounds of completion of Apprenticeship.**

G. Requirement before filling online Application Form:

1. **The candidate must have an active email ID and Mobile number which must be valid for at least 1 year as all future communications with candidates will take place through email/sms alerts. Candidates are advised to mention their correct email id/mobile number and keep checking their e-mail /sms messages**

as all future communications for Online Test/Document Verification/Offer Letter shall be sent only through email/sms alerts.

2. The candidate should have the scanned copies of self-attested photocopies of the following documents ready in pdf/jpg format (not exceeding size of 200kb each) before applying online -
- Xth std/SSLC /Matriculation certificate and marksheet issued by concerned education Board as proof of Date of Birth.
 - Marksheet and Certificate/Degree or Provisional Certificate/Degree of the prescribed Educational Qualification-ITI/Diploma in Engineering/HSC/Graduation (as applicable)
 - Caste certificate in the prescribed central format, if applicable.
 - Caste validity certificate (applicable only for the state of Maharashtra)
 - PwBD certificate in the prescribed central format, if applicable
 - EWS certificate in the prescribed central format, if applicable
 - Cancelled cheque/Front page of Bank account passbook
 - PAN Card
 - Signature in black ink. **(file size should be less than 50 Kb)**
 - Recent colour passport size photograph **(file size should be less than 50 Kb)**
3. The candidate must ascertain the correctness of all information before filling in the "Online Application Form" and its final submission. The candidate shall be wholly/exclusively responsible for the information provided in his/her online Application Form. Any changes in the application will not be entertained by IOCL after final submission of Online Application Form.
4. **Cutoff/Reckoning date: The date for the purpose of possession of qualification and meeting age criteria shall be 30.11.2023.**
5. **Other Requirements:**
- a) Candidate to register themselves as an Apprentice with appropriate authority of the respective State against which they are applying. You need to register as Apprentice as specified in General Instructions
- b) Candidate should have a PAN Card.
- c) Candidate should have an Aadhaar Card.
- d) Candidate should have a Bank Account & Cheque Book with their names printed.

H. How to Apply:

1. Candidates meeting the prescribed eligibility criteria may apply online from **16th December 2023 (10:00 A.M.) to 05th January 2024 (5.00 P.M.)** through the link which will be provided in our corporate website <https://www.iocl.com/apprenticeships>. Only Online mode of Applications will be accepted.
2. After filling up the online application, the scanned copy of the latest colour photograph, scanned copy of the documents namely proof of Date of Birth (Xth Std certificate/mark sheet), prescribed educational qualification, caste certificate as applicable and signature to be uploaded without fail. In the absence of any single document, the application shall be summarily rejected.
3. Those applications which are incomplete/not uploaded with self-attested copies of certificates /not in line with the terms & conditions will be liable for rejection.

I. Verification of Documents:

- Candidates qualified in the Online Test may be called for Online Document Verification on suitable date. The following original documents along with a self attested copy should be furnished at the time of joining at Location:
- a) Xth std /SSLC /Matriculation certificate/mark sheet issued by the concerned Education Board as proof of Date of Birth. No other document will be accepted for verification of Date of Birth.
- b) Latest Caste certificate by reserved category candidates in the Proforma prescribed by the Govt. and issued by Competent Authority only.
- c) For claiming the benefit of OBC-NCL category, the candidate should submit a latest Caste Certificate **(not more than 12 months old from the date of reckoning i.e. 30.11.2023)** in the Proforma prescribed by Govt. of India, which would, among others, specifically mention that the candidate does not belong to the persons/sections (creamy layer) as mentioned in column 3 of the schedule to the Department of Personnel & Training, Government of India OM NO.36012/22/93-Est.(SCT) dated 08.09.1993. Candidates belonging to OBC category but falling in creamy layer are not entitled to OBC reservation benefits. Accordingly, such candidates may choose to apply for the positions provided they meet the age criteria applicable to UR candidates and indicate their category as "UR". IndianOil Corporation Ltd. (MD) being a Central Public Sector Undertaking, only those communities that are mentioned in the common list of OBC-NCL approved by Central Government shall be treated as OBC-NCL for the purpose of reservation.
- d) Certificate from the Institute stating that the Candidate has pursued through regular mode and the year of passing.
- e) Semester-wise / Year-wise mark sheets of ITI (NCVT) / HSC / Graduation/Diploma in Engineering.
- f) Final ITI (NCVT) Certificate/HSC/Graduation/Diploma in Engineering issued by the respective Board / Authority/ Institute.

J. IMPORTANT DATES TO NOTE:

1. **DATE OF OPENING OF ONLINE APPLICATION: 16TH DECEMBER 2023 FROM 10:00 AM ONWARDS.**
2. **LAST DATE OF SUBMISSION OF ONLINE APPLICATION: 05TH JANUARY 2024 UPTO 5 pm.**
3. **ONLINE TEST DETAILS WILL BE INTIMATED ON REGISTERED EMAIL ID/SMS.**

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