



ऑयल इंडिया लिमिटेड

(भारत सरकार का उद्यम)

Oil India Limited

(A Government of India Enterprise)

Duliajan – 786 602, Assam

Oil India Limited, a Navratna Public Sector Undertaking is the pioneer and second-largest national upstream Oil and Gas Company with a pan Indian presence and growing global footprint. OIL is all set to conquer newer horizons of all-round growth and excellence.

It is engaged in Exploration, Production and Transportation of crude oil, natural gas and manufacture of LPG with its field Headquarters at Duliajan, Dist. – Dibrugarh, Assam-786602.

Oil India Ltd. invites applications from Indian Nationals, to fill up the following post:

Post Name & Post Code	Indicative Vacancies*					Grade & Scale of Pay (₹)	Post Qualification relevant experience as on 30.07.2016 (in years)**	Age limit (in years) as on 30.07.2016 ***	Educational Qualification
	Gen	SC	ST	OBC	Total				
Security Officer (SO) PERS:SO:2016:01	3	-	-	2	5	B ₹ 24900-50500	Minimum 2 years in the rank of captain or equivalent	UR:32 OBC:35	Graduate in Any discipline with experience in defence/ para military/ allied services in rank of Captain/ Asstt. Commandant/ DSP or equivalent
General Duty Medical Officer (GDMO) PERS:GDMO:2016:2	2	-	-	1	3	B ₹ 24900-50500	Minimum 2 years	UR:32 OBC:35	MBBS
Superintendent-cum-Principal (Nursing School) PERS:MED: 2016:04	1	-	-	-	1	B ₹ 24900-50500	Minimum 05 years as 'Nursing Administrator'	UR:33	Master's in Nursing

A. DETAILS OF POST AND MINIMUM ESSENTIAL QUALIFICATION

* The number of vacancies is subject to change if required.

** Post Qualification Relevant Experience as on 30.07.2016 (In Years)

*** Age limit is relaxable by 03 years in case of OBC (Non Creamy Layer) candidates. In case of candidates belonging to Persons with Disabilities (PWD-UR) age relaxation will be 10 years and for (PWD-OBC-NCL) 13 years. Age relaxation for Ex-Servicemen will be as per government directives.

Age relaxation by 5 years for candidates who have ordinarily been domiciled in the State of Jammu & Kashmir during the period from 01.01.1980 to 31.12.1989.

B. SELECTION PROCESS

- The eligible /short listed candidates for the post of Security Officer will be required to appear for Viva-Voce.
- For the post of GDMO/ Superintendent-cum-Principal (Nursing School) short listed candidates will be required to appear for (i) Written Test (ii) Group Discussion (GD) and (iii) Viva – Voce.
- Screening and selection will be based on the details provided by the candidates, hence it is necessary that applicants should furnish only, accurate, full and correct information. Furnishing of incomplete, wrong / false information will be disqualification and OIL will NOT be responsible for any consequence of furnishing such wrong / false information. If at any stage during the recruitment and selection process, it is found that the candidates have furnished false or wrong information, their candidature will be rejected.

C. REMUNERATION PACKAGE AND OTHER BENEFITS

- Selected candidate will be placed in the pay scale of Rs. 24900–50500 (starting Basic Pay of Rs 24900/-) in Grade 'B'. The selected candidate will have to serve a probationary period of one year and will be confirmed after successful completion of the same.
- Approximate total emoluments at minimum of scale in Grade 'B' will be around Rs. 50000/- pm. In addition to the Basic Pay & DA, other benefits include HRA or Company leased/self lease accommodation, Leave encashment, free medical benefits for self & dependents, Gratuity/PF, House Building Loan, Vehicle Loan, Group Insurance, etc, as per rules of the company.

D. PHYSICAL FITNESS

Appointment to the above posts will be subject to the candidates being medically fit as per the standards prescribed for the posts by the OIL Medical Board. The provisionally selected candidates will have to undergo Pre Employment Medical Examination (PEME) conducted by the OIL Medical Board and will be finally selected to join OIL only after he/she is declared medically fit by OIL Medical Board. The decision of the OIL Medical Board will be final and binding.

E. POSTING

The posting of the selected candidates can be in any of the operational areas/offices of OIL as per requirements of the company. The services are also transferable as per requirement of the company.

F. GENERAL INFORMATION AND INSTRUCTIONS

- Only eligible Indian nationals can apply for the above posts.
- Candidates applying for the above posts must have passed the prescribed qualifications through full time courses.
- The prescribed qualifications are minimum and mere possession of the same does not entitle candidates to be called for Written Test/ Group Discussion/ Viva Voce. Only short listed candidates will be notified for Written Test/ Group Discussion/ Viva Voce.
- Where the number of applications received in response to the advertisement is very large and it will not be convenient or possible for the Company to call all the candidates for the Viva Voce, the Company at its discretion may restrict the number of candidates to reasonable limit by raising the minimum eligibility standards. The candidates should, therefore, mention all the qualifications and experience (if any) in the relevant field over and above the minimum qualifications and should enclose self attested copies of the certificates including mark sheets in support thereof.
- The company, at its discretion may raise/relax age and/or experience criteria notified above.
- Candidates working in PSUs must have at least one year experience in the next lower grade.
- Depending on the experience and qualification, the Company reserves the right to consider an applicant for a higher or lower post than notified above.
- Reservation/relaxations for OBC-NCL/PWD candidates will be as per Government Directives.

- Caste certificate by candidate as SC/ST/OBC-NCL, in the prescribed format (available at <http://www.oil-india.com/COpenings.aspx>) from the competent authority indicating clearly the candidate's caste/community, the Act/ Order under which the caste is recognized as SC/ST/OBC-NCL and in case of OBC-NCL candidates that he/she does not belong to the persons/sections (Creamy Layer) and the village/ town the candidate is ordinarily a resident of will only be accepted.
- PWD certificate in prescribed format(s) (available at <http://www.oil-india.com/COpenings.aspx>) issued by the competent authority will be considered for appointment to the post on the basis of prescribed standards of Medical Fitness. The Competent Authority to issue PWD certificate shall be a Medical Board duly constituted by the Central or a State Government. The Central/ State Government may constitute Medical Board(s) consisting of at least three members out of which at least one shall be a specialist in the particular field for assessing Locomotor/ Cerebral / Visual / Hearing disability, as the case may be.
- If the SC/ST/OBC-NCL/PWD 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.
- The categories of disability for which reservation will be applicable for PWD category candidates in identified posts are :
 - Blindness or low vision;
 - Hearing impairment;
 - Locomotor disability or cerebral palsy
- Persons with 40% or more disability only would be eligible for the benefit of reservation to PWD category against identified posts only.
- Candidates called for Selection Tests will be reimbursed fares as under:

All PWD candidates appearing in Written Test/ GD/ Viva Voce	To and fro II tier AC TRAIN FARE (except Rajdhani Express) subject to production of tickets. However, for to and fro travel within North East region and upto Kolkata, air fare (economy class) will be paid on production of proof of travel by air (Boarding passes).
All candidates called for appearing in the GD/Viva Voce for the post of Security Officers / General Duty Medical Officer and Superintendent-cum-Principal (Nursing School).	

- Canvassing in any form will result in cancellation of the candidature. Any dispute with regard to the recruitment against this advertisement will be under jurisdiction of Court in Dibrugarh only.

G. HOW TO APPLY

- Candidates fulfilling the above criteria may take a print out of the **Application Form** given below and fill up the form in **Capital Letters**.
- The envelope **SUPERSCRIBED WITH THE POST CODE APPLIED FOR ON TOP** with the completed **Application Form** along with a recent coloured passport size photograph together with self attested copies of certificates and mark sheets in support of **(in the sequence)**
 - Qualification,
 - Age,
 - Religion and Caste,
 - Experience, etc. duly **marked / highlighted** and should be sent to the following address:

**DY GENERAL MANAGER (PERSONNEL),
RCE's OFFICE BUILDING, OIL INDIA LIMITED,
DULIAJAN – 786602, (ASSAM)**

