

OIL INDIA LIMITED
(A Government of India Enterprise)
DULIAJAN 786602
ASSAM, INDIA

OIL INDIA LIMITED, a premier Public Sector Undertaking engaged in exploration, production and transportation of crude oil, natural gas and manufacture of LPG with its field Headquarters at Duliajan, Dist. – Dibrugarh, Assam invites applications from Indian Nationals to fill up the following posts.

SL NO	POST & POST CODE	*AGE LIMIT (in years) on 01.07.2009	EDUCATIONAL QUALIFICATION
1	EXECUTIVE TRAINEE (Mechanical / Chemical Engineering) PERS:ME:2009:01	27	BE (Mechanical Engg) / (Chemical Engg) or equivalent with minimum 65% in prescribed qualification which, however, is relaxable for SC/ST candidates having 55% marks.
2	EXECUTIVE TRAINEE (Electrical Engineering) PERS:EE:2009:02	27	BE (Electrical Engg) or equivalent with minimum 65% in prescribed qualification which, however, is relaxable for SC/ST candidates having 55% marks.
3	EXECUTIVE TRAINEE (Electronics & Telecommunication/ Instrumentation Engineering) PERS:ETC:2009:03	27	BE (Electronics & Telecomm Engg / Instrumentation) or equivalent with minimum 65% in prescribed qualification which, however, is relaxable for SC/ST candidates having 55% marks.
4	EXECUTIVE TRAINEE (Computer Science) PERS:IT:2009:04	27	BE (Computer Science) or equivalent with minimum 65% in prescribed qualification which, however, is relaxable for SC/ST candidates having 55% marks.
5	EXECUTIVE TRAINEE (Reservoir Engineering) PERS:RES:2009:05	27	Graduate in Petroleum Engg. or equivalent with minimum 65% in prescribed qualification which, however, is relaxable for SC/ST candidates having 55% marks.
6	EXECUTIVE TRAINEE (Chemical) PERS:CHEM:2009:06	29	MSc in Chemistry or equivalent with Physics, Chemistry & Mathematics at Graduation level having minimum 60% in prescribed qualification which, however, is relaxable for SC/ST candidates having 50% marks.
7	EXECUTIVE TRAINEE (Geology) PERS:GEOL:2009:07	29	MSc in Geology or equivalent having minimum 60% in prescribed qualification which, however, is relaxable for SC/ST candidates having 50% marks..
8	EXECUTIVE TRAINEE (Human Resources) PERS:HR:2009:08	29	MBA / MSW in Human Resource Management or equivalent having minimum 60% in prescribed qualification which, however, is relaxable for SC/ST candidates having 50% marks. Other things being equal, candidates having Engineering background will have added advantage.
9	EXECUTIVE TRAINEE (Public Relations) PERS:PR:2009:09	29	Masters Degree in Mass Communication / Social Work with specialization in community development or equivalent with minimum 60% in prescribed qualification which, however, is relaxable for SC/ST candidates having 50% marks..

Executive Trainees will be paid a consolidated stipend of **Rs.16500/- p.m. (under revision)** during the one year training period. After confirmation they will be fitted in the scale of pay of Rs.12000 – 17500.

SL NO	POST & POST CODE	GRADE	Scale of Pay (Rs) (Under revision wef 01.01.2007)	POST QUALIFICATION EXPERIENCE (in years)	*AGE LIMIT (in years) ON 01.07.2009	EDUCATIONAL QUALIFICATION
10	GENERAL DUTY MEDICAL OFFICER (GDMO) PERS:GDMO:2009:10	B	Rs.12000 – 17500/-	01	27	MBBS
11	BLOOD BANK OFFICER PERS:BBO:2009:11	B	Rs.12000 – 17500/-	01	30	MBBS with PG Diploma in Pathology

(*) Age limit is relaxable by 05 years for SC/ST candidates, 03 years for OBC (NCL) candidates and 10 years for candidates belonging to People with Disabilities (PWD) category.

GENERAL CONDITIONS :

- For Executive Trainee, in addition to stipend, other benefits include free hostel type accommodation on sharing basis and free medical facilities for self. Where hostel accommodation is not provided, Executive Trainees will be paid HRA as per applicable rules. However, after their absorption in Executive Grade B, in addition to basic pay and DA, other benefits include HRA or Company Leased/owned accommodation, reimbursement of conveyance expenditure, LFA/LTC, Leave Encashment, free medical benefits, Gratuity/PF, House Building Loan, Vehicle Loan, Computer Loan, Group Insurance, etc, as per rules of the company.
- General Duty Medical Officer (GDMO) and Blood Bank Officer will be appointed in Grade 'B' in the payscale of Rs.12000 – 17500/- (under revision w.e.f. 01.01.2007) of the Company. The total emoluments at minimum of scale will be approximately Rs. 35,000/- p.m. in Grade 'B'. In addition to basic pay and DA, they will also be entitled to other benefits in Executive Grade 'B' as mentioned above.
- Only Indian nationals can apply for the above posts.
- Candidates applying for the above positions must have passed the prescribed qualifications through full time courses from a recognized Institute/University and approved by AICTE. Candidates applying for the posts of GDMO and Blood Bank Officer must have passed the prescribed qualifications from a reputed Medical College/University recognized by Medical Council of India.
- The prescribed qualifications are minimum and mere possession of the same does not entitle candidates to be called for written test/interview. Only shortlisted candidate will be notified/called for selection tests.
- The management reserves the right to raise the minimum eligibility standards/or relax age/experience criteria in otherwise suitable cases and also cancel candidature of any candidate without assigning any reason.
- Selection for posts will be based on written test, viva-voce and medical examination.
- Reservation/relaxations for SC/ST/OBC/PWD are as per Government Directives. Candidates belonging to SC/ST/OBC category should enclose a copy of Caste/Tribe certificate in the prescribed format issued by the Competent Authority. Candidates belonging to PWD category should also enclose a proof of the same issued by the Competent Authority.
- 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.
- Incomplete applications will be summarily rejected. For instance applications received without the copies of relevant testimonials of age, caste, experience, marksheets etc. will be rejected.
- Applications received after the last date of submission will neither be entertained nor returned.
- The candidates who belong to SC/ST/PWD category and called for the written test/interview will be reimbursed to and fro AC II tier train fare.
- Candidates applying for more than one post must apply separately for each post.
- Canvassing in any form will result in cancellation of the candidature. Any dispute with regard to the recruitment against this advertisement will be jurisdiction of Dibrugarh District Court only.
- For any queries please contact us at pers@oilindia.in

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 completed application form along with a recent passport size photograph enclosing attested copies of certificates and marksheets in support of qualification, age, caste, etc. should be sent by ordinary post only to **POST BOX NO.61, P.O. - DULIAJAN-786602, ASSAM** latest by **07.07.2009**. OIL shall not be responsible for any postal delay.

The envelope must be superscribed in the top left corner with the **Post Code** applied for. Candidates employed in Govt./Semi Govt./PSU should route their applications through proper channel or produce '**No Objection Certificate**' at the time of interview.

The last date of receiving the application is **07.07.2009**

OIL INDIA LIMITED

Application Form

Post : _____

Paste a recent
passport size
photograph

1 POST CODE :

2 FIRST NAME :

3 LAST NAME :

4 GENDER (Please tick) : Male Female

5 DATE OF BIRTH (DD/MM/YYYY) :

6 FATHER'S NAME :

7 NATIONALITY :

8 STATE OF DOMICILE :

9 NEAREST RAILWAY STN :

10 MARITAL STATUS (Please tick) : Married Unmarried

11 CATEGORY (Please tick) : SC ST OBC(NCL) GEN

12 WHETHER PHYSICALLY CHALLENGED (Please tick) : Yes No

12a IF YES PERCENTAGE OF DISABILITY %

13 EDUCATIONAL QUALIFICATION

Qualification (as required for the post)	Percentage of Marks *	Passing Year	Institute / University

* DO NOT ROUND OFF

14 EXPERIENCE

Name of the Organization & Address	Period of Employment	Post held	Payscale	Salary drawn	Nature of duties

* Attach separate sheet, if necessary.

15 ADDRESS FOR COMMUNICATION	:	<input type="text"/>
	:	<input type="text"/>
	:	<input type="text"/>
	:	<input type="text"/>
PIN CODE	:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

16 Email id (mandatory) :

17 Telephone Number :

I hereby declare that the particulars stated in the application form are true, correct and complete to the best of my knowledge and belief and nothing has been concealed. In case any of the information is found to be false, incorrect and misleading at any stage, I shall have no claim against cancellation of my candidature and/or taking other legal action as deemed fit by OIL.

Signature of the candidate

Date : _____

- Enclosures :
1. Educational qualification certificate & Marksheet,
 2. Age certificate.
 3. Caste certificate for SC, ST and OBC (Non-creamy Layer) candidate (if applicable).
 4. Disability certificate in case of person with disability (if applicable).
 5. Experience certificate (if applicable).