



ENGAGEMENT ON CONTRACTUAL BASIS
(ADVT. NO. ER/CONT/ADVT-02/2021 DATED 13/01/2021)

Oil India Limited (OIL), a Navratna Public Sector Undertaking is a pioneer National upstream Oil and Gas Company with a pan Indian presence and growing global footprint. It is engaged in exploration, production and transportation of crude oil, natural gas and production of LPG with its Field Headquarters at Duliajan, District-Dibrugarh (Assam).

Oil India Limited intends to engage following personnel (domicile of Assam and its production & exploration areas of Arunachal Pradesh) purely on contractual basis for immediate engagement at Field Headquarters, Duliajan. The contractual engagement requirement mentioned hereunder may entail working in shifts involving arduous and hazardous nature of jobs in remote/far-flung OIL installations in the production and exploration areas.

Contractual Engagement Requirement	Total Requirement(s)	Eligibility Criteria		Contractual Emolument per month (₹)
		Qualification and Experience	Age Limit*	
Contractual Road Roller Operator	10 [UR: 07 ST: 01 OBC(NCL): 02]	(i). Passed Class 10 from Government Recognized Education Board. (ii). Must possess a valid driving licence for operation of Road Roller/Excavator/Vibratory Soil Compactor/ Asphalt Compactor issued by Government of Assam/Arunachal Pradesh. (iii). Must have minimum 03 (three) years of work experience as Operator/Assistant Operator of Road Roller/Excavator/Vibratory Soil Compactor/Asphalt Compactor.	<ul style="list-style-type: none"> • General: Minimum 21 years and Maximum 45 years. • ST: Minimum 21 years and Maximum 50 years. • OBC(NCL): Minimum 21 years and Maximum 48 years. 	<ul style="list-style-type: none"> • Fixed emolument: ₹13,000.00 (Rupees Thirteen Thousand) only per month based on actual attendance including leave, if any. • Variable emolument: ₹410.00 (Rupees Four Hundred and Ten) only per day for each working day.
Contractual IT Assistant	05 [UR: 04 OBC(NCL): 01]	(i). Passed Class 10 from Government Recognized Education Board. (ii). Trade Certificate in Information & Communication Technology System Maintenance Trade from Government Recognized Institute. (iii). Must have minimum 02 (two) years post qualification relevant work experience in IT support and maintenance. OR (i). Passed Class 10 from Government Recognized Education Board. (ii). Trade Certificate in Information Technology Trade from Government Recognized Institute. (iii). Must have minimum 02 (two) years post qualification relevant work experience in IT support and maintenance.	<ul style="list-style-type: none"> • General: Minimum 18 years and Maximum 30 years. • OBC(NCL): Minimum 18 years and Maximum 33 years. 	<ul style="list-style-type: none"> • Fixed emolument: ₹13,000.00 (Rupees Thirteen Thousand) only per month based on actual attendance including leave, if any. • Variable emolument: ₹410.00 (Rupees Four Hundred and Ten) only per day for each working day.
Contractual Draughtsman	06 [UR: 05 OBC(NCL): 01]	(i). Passed Class 10 from Government Recognized Education Board. (ii). Trade Certificate in Draughtsman Civil Trade from Government Recognized Institute. (iii). Must have minimum 03 (three) years post qualification relevant work experience in Architecture and/or Civil Engineering Consultancy Firm.	---	<ul style="list-style-type: none"> • Fixed emolument: ₹13,000.00 (Rupees Thirteen Thousand) only per month based on actual attendance including leave, if any. • Variable emolument: ₹410.00 (Rupees Four Hundred and Ten) only per day for each working day.

* As on applicable date of registration for respective contractual engagement requirement.

Note: (i) Reservation and age relaxation in applicable category(s) i.e. SC/ST/OBC(NCL)/PwBD/ESM as per Government of India guidelines/instructions.

- (ii) Abbreviations used: SC: Scheduled Caste, ST: Scheduled Tribe, OBC(NCL): Other Backward Classes (Non-Creamy Layer), UR: Unreserved, PwBD: Persons with Benchmark Disabilities, ESM: Ex-Servicemen.
- (iii) The engagement of Contractual IT Assistant is identified suitable for the following category of Persons with Benchmark Disabilities: OL (One Leg); BL (Both Legs); LV (Low Vision); HH (Hearing Impaired).
- (iv) The engagement of Contractual Draughtsman is identified suitable for the following category of Persons with Benchmark Disabilities: OL (One Leg); HH (Hearing Impaired).
- (v) Admit Card or Pass Certificate or Marksheet of Class 10 issued by the concerned Government Recognised Education Board will only be considered as valid proof of date of birth. No other document will be accepted as valid proof of date of birth.

1.0 **Period of Contractual Engagement:**

The engagement will be purely on a contractual basis only. The initial period of the above contractual engagement will be for 06 (Six) months only. Further, the period of above contractual engagement may be extendable after requisite interval for subsequent period of 06 (Six) months only depending on the departmental requirement, job performance, conduct, physical fitness, validity of driving licence for operation of Road Roller/Excavator/Vibratory Soil Compactor/Asphalt Compactor, etc., as applicable. The total period of above contractual engagement will be maximum 12 (Twelve) months only.

2.0 **Selection Procedure:**

(a) Walk-in-Skill Test cum Personal Assessment(s) has been scheduled as under:

Contractual Engagement Requirement	Date and Time of Registration	Date of Walk-in-Skill Test cum Personal Assessment(s)	Venue
Contractual Road Roller Operator	20/01/2021 07:00 A.M. to 11:00 A.M.	20/01/2021 [#]	ETDC, L&D Department, Oil India Limited, Duliajan
Contractual IT Assistant	01/02/2021 07:00 A.M. to 11:00 A.M.	01/02/2021 [#]	Employee Welfare Office, Employee Relations Department, Nehru Maidan, Oil India Limited, Duliajan
Contractual Draughtsman	09/02/2021 07:00 A.M. to 11:00 A.M.	09/02/2021 [#]	Employee Welfare Office, Employee Relations Department, Nehru Maidan, Oil India Limited, Duliajan

Note: (i) On the above scheduled date(s) of registration, the candidate(s) will have to register themselves for the Walk-in-Skill Test cum Personal Assessment(s) at the venue compulsorily between 07:00 A.M. to 11:00 A.M. Under no circumstance, candidate(s) will be allowed to register beyond the timings stated hereinabove.

^{#(ii) If the total number of candidate(s) registered for the Walk-in-Skill Test cum Personal Assessment(s) on the above scheduled date(s) is beyond the adequate limit/capacity, please note that the Walk-in-Skill Test cum Personal Assessment(s) for the remaining registered candidate(s) will be carried forward/completed on the subsequent day(s), as required. On account of the ongoing COVID-19 pandemic situation and applicable protocols/rules, the Walk-in-Skill Test cum Personal Assessment(s) for the registered candidates may be carried forward on subsequent days as applicable, which will be informed to the candidate on the date of the registration.}

(b) Interested candidate(s) should furnish/submit the following documents on the above scheduled date(s) for the Walk-in-Skill Test cum Personal Assessment(s):

- (i). 01 (One) recent 3cm X 3cm coloured photograph.
- (ii). Original and self-attested photocopy of documents/certificates/testimonials as under:
 - Valid Identity Proof and Valid Address Proof from Competent Government Authority.
 - Admit Card, Marksheet and Pass Certificate of Class 10 issued by concerned Government recognised education board, Trade Certificate issued by National Council for Vocational Training/State Council for Vocational Training in the relevant trade of essential educational qualification, as applicable; valid driving licence for operation of Road Roller/Excavator/Vibratory Soil Compactor/Asphalt Compactor issued by Government of Assam/Arunachal Pradesh, as applicable; relevant work experience certificate; valid caste certificate (SC/ST/OBC) from Competent Government Authority, if applicable; valid non-creamy layer certificate from Competent Government Authority, if applicable; valid disability certificate from Competent Government Authority, if applicable; valid discharge book/service and release certificate for Ex-Servicemen (Pages containing Personal Particulars and Service Particulars), if applicable and any other documents/certificates/ testimonials from Competent Authority in support of candidature.
- (iii). No-Objection Certificate from concerned employer, in original, in case the applicant is working in any organisation.

- (c) Before registering for Walk-in-Skill Test cum Personal Assessment(s), a candidate should ensure that he/she fulfils the requisite qualification, experience and other eligibility conditions mentioned in this advertisement. If a candidate does not meet the eligibility conditions and other specifications as mentioned in this advertisement, the concerned candidate will not be allowed to appear in the Walk-in-Skill Test cum Personal Assessment(s). During the process of Walk-in-Skill Test cum Personal Assessment(s), information furnished by the candidate will be verified from the original documents and only those candidates meeting the notified eligibility criteria will be allowed to appear in the Walk-in-Skill Test cum Personal Assessment(s). **Accordingly, candidate(s) without original document(s)/certificate(s)/testimonial(s) will not be allowed to appear in the Walk-in-Skill Test cum Personal Assessment(s).**
- (d) The process of Walk-in-Skill Test cum Personal Assessment(s) will proceed as per the list of candidate(s) registered for the same.
- (e) The pass marks of the Walk-in-Skill Test cum Personal Assessment(s) will be minimum 50%. Final selection from among the candidates who have appeared and secured the pass marks of minimum 50% in the Walk-in-Skill Test cum Personal Assessment(s) will be only on the basis of merit as per the marks obtained in the Walk-in-Skill Test cum Personal Assessment(s).

3.0 Terms and Conditions:

- (a) In view of the current situation arising out of COVID-19 pandemic, all applicable guidelines/directives/orders issued by the Government pertaining to COVID-19 pandemic situation will be strictly followed and as such, the date of Walk-in-Skill Test cum Personal Assessment(s) might get delayed/extended/postponed/cancelled in line with the Government guidelines. Hence, the interested candidates are advised to keep checking OIL's website regularly.
- (b) Candidates are advised to strictly abide by all the applicable guidelines/SOPs as per extant directives/order issued by the Government pertaining to COVID-19 pandemic situation.
- (c) Candidates are advised to take all necessary precautionary safety measures (wearing of mask, carrying hand sanitizer, maintaining social distance and maintaining hygiene will be mandatory) while reporting for the Walk-in-Skill Test cum Personal Assessment(s). Further, to prevent the spread of COVID-19 pandemic, the candidates are advised to carry their own water bottle, refreshments etc. if required.
- (d) In case any candidate is found to violate the strict norms/COVID-19 protocols laid down by the Government and also highlighted hereinabove, he/she will be barred from appearing in the Walk-in-Skill Test cum Personal Assessment(s)/disqualified at any time during the Walk-in-Skill Test cum Personal Assessment(s) process.
- (e) Candidates have to make their own arrangements to appear for the Walk-in-Skill Test cum Personal Assessment(s) viz. travel, accommodation etc.
- (f) TA/DA will not be provided to any candidate(s) for appearing in the Walk-in-Skill Test cum Personal Assessment(s).
- (g) Any false/fake/incorrect declaration given and/or information/details furnished and/or document(s)/certificate(s)/testimonial(s) submitted and/or any adverse report of character and antecedents detected at any stage/time under any circumstance shall be verified from appropriate authority and necessary action as deemed to be fit will be taken in this regard.
- (h) If a candidate is found guilty of either of the following mentioned hereunder, such a candidate may, in addition to rendering himself/herself liable to criminal prosecution, will also be liable to be disqualified for the above contractual engagement for which he/she is a candidate and to be debarred, either permanently or for a specified period, from any examination or test conducted by OIL i.e. (i) using unfair means (ii) impersonating or procuring impersonation by any person (iii) misbehaving (iv) resorting to any irregular or improper means in connection with his/her candidature for selection (v) obtaining support for his/her candidature by any unfair means.
- (i) Canvassing in any form whether directly or indirectly shall amount to rejection of candidature.
- (j) Engagement of the selected candidate(s) will be subject to necessary pre-engagement formalities viz. document/certificate/testimonial checking, submission of required document/certificate/testimonial, medical fitness certificate etc. The candidates should be of sound health and has to submit a fitness certificate meeting the medical standards as prescribed in the Physical Fitness criteria available on OIL's website from a Government registered medical practitioner at the time of engagement.
- (k) Candidate(s) working in any organisation, if selected, has to submit release letter in original, from the present employer at the time of engagement.

- (l) The selected candidate(s) will have to arrange accommodation at his/her own cost during the period of the above contractual engagement.
- (m) The selected candidate(s) will be liable to be placed in any location as deemed fit by the competent authority.
- (n) The above engagement is purely of contractual nature only. Accordingly, no right/claim whatsoever will confer on the selected candidate(s) for employment in Oil India Limited by virtue of the above contractual engagement.
- (o) In addition to above, any other terms & conditions/rules & regulations/policy & procedures will also be applicable for contractual engagement as existing from time to time.
- (p) Candidates are advised to keep checking OIL's website regularly for any update/information pertaining to the above contractual engagement requirement(s).

Mobile phones, calculators, any other electronic devices or objectionable items are strictly banned in the entire premises of the venue. Please note that, if any candidate is found carrying or using such items within the entire premises of the venue, the candidate will be debarred from appearing in the Walk-in-Skill Test cum Personal Assessment(s) and candidature of such a candidate will be disqualified/rejected. Further, a candidate committing such an unscrupulous act is also liable to be blacklisted and may not be considered for any future requirement in OIL. Furthermore, such a candidate is also liable for appropriate legal action.

BEWARE OF FRAUDULENT OFFERS

It has been brought to our notice that some unscrupulous individuals/criminal elements are attempting to defraud jobseekers/general public by issuing fake engagement/appointment letters, assuring jobs etc. in Oil India Limited. It may be noted that Oil India Limited has well laid out and transparent policies/procedures and engagement/appointment letters are issued by the Company to selected candidates at the conclusion of such a process. Oil India Limited does not authorize any person/organization outside of Oil India Limited to offer any job on its behalf.

Through this public notice, Oil India Limited warns all job seekers/general public to be vigilant against such unscrupulous elements and reject such engagement/appointment letters, assurance of jobs etc. in the Company. Oil India Limited will not be responsible for any loss/damage suffered either directly or as a consequence of such fake offers from any source whatsoever.
