



Indian Oil Corporation Limited is the largest commercial undertaking in India and a Fortune's "Global 500" Company with 98<sup>th</sup> global ranking in 2011. Indian Oil's Marketing Division, requires young and energetic Junior Operator Gr I/ Junior Operator(Driving) Gr I/ Junior Chageman Gr III/ Boiler Operator Gr III at its various locations with details as given below.

**BCW GRADE I**

Post	S. No.	State	No. of Vacancies	Category
<b>JR OPERATOR (DRIVING) GR I</b>	1	ANDAMAN & NICOBAR	2	OBC-1 UR-1
	2	ASSAM	5	ST-1 OBC-1 UR-3
	3	MANIPUR	1	UR-1
	4	NAGALAND	1	ST-1
	5	ORISSA	2	SC-1 UR-1
	6	TRIPURA	1	UR-1
	7	WEST BENGAL	11	SC-5 OBC-3 UR-3
	8	MIZORAM	2	ST-1 UR-1
	9	DADRA & NAGAR HAVELI	1	UR-1
	10	MAHARASTRA	4	ST-1 OBC-1 UR-2
	11	HARYANA	1	UR-1
	12	UP	2	UR-2
	13	DELHI	8	SC-1 OBC-2 UR-5
	14	J&K	4	OBC-1 UR-3
	15	KERALA	4	OBC-1 UR-3
	16	KARNATAKA	4	OBC-1 UR-3
	17	TAMILNADU	15	SC-2 OBC-4 UR-9
	<b>TOTAL</b>		<b>68</b>	
<b>JUNIOR OPERATOR GR I</b>	1	ANDAMAN & NICOBAR	3	UR-3
	2	ARUNACHAL PRADESH	2	UR-2
	3	ASSAM	8	OBC-3 UR-5
	4	BIHAR	21	SC-3 OBC-5 UR-13
	5	JHARKHAND	3	ST-1 UR-2
	6	MANIPUR	4	ST-2 UR-2
	7	NAGALAND	4	ST-1 UR-3
	8	ORISSA	3	ST-1 UR-2
	9	TRIPURA	1	UR-1
	10	WEST BENGAL	27	SC-5 ST-2 OBC-9 UR-11
	11	MIZORAM	3	ST-1 UR-2
	12	GUJARAT	21	SC-1 ST-3 OBC-6 UR-11
	13	GOA	5	ST-1 OBC-1 UR-3
	14	DADRA & NAGAR HAVELI	4	ST-2 UR-2
	15	DAMAN	3	OBC-1 UR-2
	16	MADHYA PRADESH	29	SC-4 ST-6 OBC-4 UR-15
	17	MAHARASTRA	34	SC-4 ST-3 OBC-10 UR-17
	18	CHATTISGARH	2	ST-1 UR-1
	19	HARYANA	10	SC-1 OBC-2 UR-7

20	PUNJAB	2	UR-2
21	CHANDIGARH	1	UR-1
22	HIMACHAL	3	UR-3
23	RAJASTHAN	11	SC-1 ST-1 OBC-2 UR-7
24	UP	33	SC-6 OBC-8 UR-19
25	DELHI	4	OBC-1 UR-3
26	J&K	18	SC-1 ST-1 OBC-2 UR-14
27	ANDHRA PRADESH	42	SC-6 ST-2 OBC-13 UR-21
28	KERALA	10	SC-1 OBC-3 UR-6
29	KARNATAKA	50	SC-8 ST-4 OBC-14 UR-24
30	TAMILNADU	86	SC-17 ST-1 OBC-25 UR-43
	<b>TOTAL</b>	<b>447</b>	

**GROUP: BCW GRADE III**

Post	S. No.	State	No. of Vacancies	Category
<b>JUNIOR CHARGEMAN GR III</b>	1	ANDAMAN & NICOBAR	4	OBC-1 UR-3
	2	BIHAR	18	SC-3 OBC-4 UR-11
	3	JHARKHAND	3	UR-3
	4	ORISSA	9	SC-1 ST-2 OBC-1 UR-5
	5	WEST BENGAL	20	SC-6 ST-1 OBC-6 UR-7
	6	SIKKIM	2	UR-2
	7	GUJARAT	2	UR-2
	8	GOA	1	UR-1
	9	MADHYA PRADESH	7	SC-1 ST-1 OBC-1 UR-4
	10	MAHARASTRA	4	OBC-1 UR-3
	11	CHATTISGARH	10	SC-1 ST-3 UR-6
	12	HARYANA	2	UR-2
	13	HIMACHAL	3	UR-3
	14	RAJASTHAN	5	OBC-1 UR-4
	15	UP	3	UR-3
	16	ANDHRA PRADESH	5	SC-1 OBC-1 UR-3
	17	KERALA	1	UR-1
	18	KARNATAKA	8	SC-1 OBC-2 UR-5
	19	TAMILNADU	13	SC-3 OBC-4 UR-6
	<b>TOTAL</b>	<b>120</b>		
<b>BOILER OPERATOR GR III</b>	1	DADRA & NAGAR HAVELI	1	UR-1
	2	HARYANA	2	UR-2
	3	TAMILNADU	1	UR-1
		<b>TOTAL</b>	<b>4</b>	

Pay Scale of BCW GRADE I : 10500 – 24500  
 Pay Scale of BCW GRADE III : 11900 – 32000

# Vacancies and reservation indicated above is tentative and may increase or decrease in the relevant categories at the absolute discretion of management and in compliance with Presidential Directives on reservation at the time of appointment. UR- Un reserved, SC-Schedule Cast, ST- Scheduled Tribe, OBC- Other Backward Caste.

Qualification & Experience:- The prescribed qualification from Govt. recognized University/ Institute as a regular student and the required minimum post qualification experience excluding training as on 01/11/2011 for each post is given below:-

Qualification	Experience	Age limit
<b>JR OPERATOR(DRIVING) GR I</b>		
SSC with Heavy Motor Vehicle driving license	Minimum 2-year (24 month) post qualification work experience in Heavy vehicle driving (excluding training) for General, OBC & (16 months for SC/ST) in an organization/ factory.	26 years as on 01/11/2011 for General category, relaxation by 3 years for OBC candidates, relaxation by 5 years for SC/ST candidates. Ex-servicemen will be allowed to deduct the actual period of service in the armed forces of the Union plus three years subject to their qualifying as "ex-servicemen". Relaxation in upper age limit by 5 years will be given to those who had ordinarily been domiciled in the State of Jammu & Kashmir during the period from 01.01.1980 to 31.12.1989.
<b>JR OPERATOR GR I</b>		
SSC with ITI certificate (Govt recognized two year regular course or equivalent). Trades: • Electronics • Instrumentation • Electronics Mechanic • Instrument Mechanic • Instrument Mechanic (Chemical Plant) • Electrical • Electrician • Mechanical • Equipment Mechanical • Mechanical Equipment (Chemical) • Maintenance Mechanic (Chemical) • Attendant Operator (Chemical) • Mechanic (Motor Vehicle) • Machinist • Fitter • Marine fitter	Minimum 1-year post qualification work experience in the relevant field (excluding training) for General, OBC & (8 months for SC/ST) in a factory/ organization. Apprentice training under Apprentice act 1961 after two year regular course of ITI will be considered as experience subject to production of National Apprentice certificate	26 years as on 01/11/2011 for General category, relaxation by 3 years for OBC candidates, relaxation by 5 years for SC/ST candidates. Ex-servicemen will be allowed to deduct the actual period of service in the armed forces of the Union plus three years subject to their qualifying as "ex-servicemen". Relaxation in upper age limit by 5 years will be given to those who had ordinarily been domiciled in the State of Jammu & Kashmir during the period from 01.01.1980 to 31.12.1989.



JR CHARGEMAN GR III		
Qualification	Experience	Age limit
Diploma in Engineering (Govt. recognized three year regular course or equivalent) in: • Electronics • Electrical • Instrumentation • Mechanical	Minimum 1-year post qualification work experience in the relevant field (excluding training) for General, OBC & (8 months for SC/ST) in a factory/ organization. Apprentice training under Apprentice act 1961 after Diploma will be considered as experience subject to production of National Apprentice certificate	26 years as on 01/11/2011 for General category, relaxation by 3 years for OBC candidates, relaxation by 5 years for SC/ST candidates. Ex-servicemen will be allowed to deduct the actual period of service in the armed forces of the Union plus three years subject to their qualifying as "ex-servicemen". Relaxation in upper age limit by 5 years will be given to those who had ordinarily been domiciled in the State of Jammu & Kashmir during the period from 01.01.1980 to 31.12.1989.
BOILER OPERATOR GR III		
Qualification	Experience	Age limit
Diploma in Engineering (Govt. recognized three year regular course or equivalent) in: • Electronics • Electrical • Instrumentation • Mechanical <b>Plus</b> First class Boiler Attendants Certificate as required under Indian Boilers Act and rules 1923 valid for the state applied.	Minimum 1-year post qualification and Certification work experience in operating boilers (excluding training) for General, OBC & (08 month for SC/ST) in an organization/factory. Apprentice training under Apprentice act 1961 (post certification and qualification) will be considered as experience subject to production of National Apprentice certificate.	26 years as on 01/01/2011 for General category, relaxation by 3 years for OBC candidates, relaxation by 5 years for SC/ST candidates. Ex-servicemen will be allowed to deduct the actual period of service in the armed forces of the Union plus three years subject to their qualifying as "ex-servicemen". Relaxation in upper age limit by 5 years will be given to those who had ordinarily been domiciled in the State of Jammu & Kashmir during the period from 01.01.1980 to 31.12.1989.

**Note:** - Candidates having professional degrees like graduate in Engineering/ Post graduate degree in Management/ MBA/ MCA etc need not apply. Further these positions require medical fitness due to nature of job and have not been identified for PWD (people with disability) category. They will not be considered. IOCL reserves the right to decide the professional nature of qualification for cases not stated here which shall be final and binding.

**Broad Description of Duties:-**

- **BCW GRADE I**  
**Junior Operator (Driving) Grade-I:-** Drive all Vehicles at our location for which purpose posses a valid Heavy Driving License. Assist in carrying out routine quality control checks and other allied operational activities. Assist his superiors in delivering fuels, oils and specialty products to customer air crafts including refueling operation or any location instructed by his superiors. Operate the fork lift and other mobile equipments for any purpose as directed by his superiors / carry out maintenance of the fork lift. Unload drums, cartons/cases etc from trucks and stack the same in the ware houses/outside as instruction/destacks drums, cartons, cases etc from the stacks and loads them into trucks for effecting deliveries as per instruction. Shifts drums, cartons, cases etc within the terminal/ installation premises as per instruction and perform any other duties assigned from time to time by his/her superior.  
**Junior Operator Grade-I:-** Perform variety of semi skilled and skilled jobs, carryout all the operational work and other allied activities in LPG/Lube/Drum Plants, Terminals, Installations, Depots, AFS, RO's and any other unit. To perform all the duties of a helper in the Tank Truck. To perform duties related to Gauging of tanks/Tank Farm/Pump house Operations & related works. To perform operation of Fire Fighting Equipments & Pumps,DG Sets & related activities. To perform TT/TW loading/unloading,sealing,locking,sampling and other related works. To perform maintenance of various mechanical/ electrical/electronics/instrumentation equipments. To carryout cylinder checking,filling,weighing etc, and related works. To perform and participate in security, safety and developmental activities. Performs any other duty assigned to him from time to time by his/her superiors.
- **BCW GRADE III**  
**Junior Chageman Grade III:-**  
Perform variety of semi skilled and skilled jobs, carry out all the operational works and other allied activities in LPG/ Lubes/ Drum plants, Terminal, Installation, Depots, AFS, ROs and any other units. Maintenance of pumps, motors, pipelines, hose pipes, gaskets, valves etc. Gauging of tanks, assisting supervisors in field operation and maintenance, calibration of volume fillers, tank trucks, sampling of products, strip open hand operated pumps and assemble the same. Bulk receipt, storage and despatches in tank trucks, tank wagons and bunkering. Perform any other duties assigned to him from time to time by his/her superiors.  
**Boiler Attendant Grade III:-** Operate Steams Boilers, Economizers and associated electrical and instrument panels etc in LPG/ Lubes/ Drum plants, Terminal, Installation etc. Operates various valves, cocks and fittings, safe shut down & start up of Boilers and Boiler auxiliaries, Maintenance & Inspection of facilities etc. Perform any other duties assigned to him from time to time by his/her superiors.
- **Pay Scale & Emoluments:** Post under BCW Grade I is in pay scale of ` 10500 – 24500/- and Post under BCW Grade III is in pay scale of ` 11900 – 32000/-. In addition, to Basic Pay, DA, HRA and other benefits like PF, gratuity, LTC/LFA, medical benefits, productivity/performance linked incentive, leave encashment, conveyance allowance, superannuation benefits, post retirement medical benefits, Employees' Pension Scheme under PF, children education benefits etc. shall also be admissible as per rules of the Corporation.  
At present total yearly emoluments (CTC – Cost to Company basis) at the minimum of the scale for BCW Gr I is approx ` 3.3 Lakhs to ` 3.6 Lakhs and that for BCW Grade III is approx ` 3.8 Lakhs to ` 4.08 Lakhs.
- **Age Limit:** Minimum 18 years and maximum 26 years on 01/11/2011.
- **Concessions/ Relaxation:** (1) Relaxation in upper age limit by 5 years for SC/ST candidates & 3 years for OBC candidates and Ex-servicemen as per rules (2) Outstation SC/ST candidates called for tests/interview will be reimbursed to and fro second class rail/ bus fare by shortest route on production of ticket. However this is not applicable for the candidates who are working with Central/ State/ PSU/ Corporation/ Local Govt./ Panchayat etc. (3) SC/ ST and Ex-servicemen candidates are exempted from payment of application fee. (4) Relaxation in upper age limit by 5 years for those who had ordinarily been domiciled in the State of Jammu & Kashmir during the period from 01.01.1980 to 31.12.1989.
- **Selection Methodology:** The selection methodology will comprise of written test and personal interview. The written test will be held at 15 locations, namely - Delhi, Chandigarh, Jaipur, Lucknow, Kolkata, Guwahati, Patna, Bhubaneswar, Mumbai, Ahmadabad, Bhopal, Hyderabad, Bangalore, Cochin & Chennai. The written test will be of objective type based on General Intelligence, General Knowledge, Simple Mathematics and will be bilingual(Hindi & English). Shortlisted candidates of written test will be called for Personal Interview which will be conducted at Mumbai, Delhi, Kolkata and Chennai depending upon the state they have applied for. Final selection from eligible candidates will be based on performance in written test/ trade test (where applicable) and personal interview. For the position of Junior Operator (Driving) additional trade test will be conducted before interview, venue of which will be communicated in the call letter and will be notified on the website. Request for change of venue, date and time will not be entertained under any circumstances. There will be minimum qualifying standards for each stage of the selection process failing which the candidature will not be considered further.

**General Instructions:**

**How to apply:**

(1) Eligible Candidates would be required to apply online only (on the internet) through the link 'Apply online for the post of BCW in marketing division' on IOCL website: www.iocl.com. Candidate sponsored by employment exchange also need to apply online through this link only. Steps are as follows:

- Candidates are required to have a valid personal email ID. It should be kept active during the currency of this recruitment. The company may send call letters for written test, interview etc. through the registered email ID. Under no circumstances, he/she should share/ mention email ID to/ or of any other person.
- In case, a candidate does not have a valid personal email ID, he/she should create his/ her new email ID before applying Online.
- Take a print of the entire Recruitment Notification, including the 'FEES PAYMENT CHALLAN'.
- Fill in the Fee Payment Challan in a clear and legible handwriting in BLOCK LETTERS.
- Go to the nearest Branch of State Bank of India with the Fee Payment Challan duly filled in and pay in Cash the appropriate Application Fee in Account No 31987325663 with any Branch of SBI in favor of Indian Oil Corporation.
- Candidates are required to apply Online through website www.iocl.com. No other means/mode of application will be accepted.
- Candidate needs to upload their photograph and signature while submitting application online. Details procedure for the same is available in the website.

(2) Candidates employed in Govt. Dept./ Public sector organizations can apply directly online. However they must submit NOC at the time of interview if called for.

(3) Only Matriculation/ SSC certificate/ Admit card/ passing certificate issued by the concerned education board will be considered as proof of date of birth. No other document will be accepted for verification of date of birth.

(4) General and OBC candidate will be required to deposit the non refundable registration fee of Rs 100/- through challan (copy of which is available in the website) in state bank of India. Payment is to be made as per the process only and no other mode of payment in form of DD/ Pay order etc will be accepted. If any candidate pays in other mode or means, IOCL will not be liable to refund or adjust the same and the candidature will not be considered. The journal number given by the bank need to be entered in the online application. Original Copy of the acknowledged challan by the bank need to be retained and to be submitted at the time of written test without which the candidate will not be allowed to sit for written test.

**SC/ ST/ Ex-Servicemen shall be exempted from payment of application fee.**

(5) Candidates need not attach/ send any document at the time of application. However after applying online the candidate need to take a printout of the application form and retain the same after affixing a recent photograph. In case of his qualifying in written test, the application form along with the required documents (proof of age, education qualification, experience, caste certificate, driving license/ NOC (if applicable) duly attested by a gazette officer need to be submitted at the time of interview/ trade test failing which the application will be liable to be rejected.

(6) Candidates belonging to OBC category should submit proper caste certificate as per the proforma of Govt. of India (which should not be more than 6 months old from the last date of submission of application) and which should, among others specifically mention that he/ she does not belong to the persons/sections (creamy layer) as mentioned in Col. 3 of the schedule to the Department of Personnel & Training in the Govt. of India OM No. 36012/22/93-Estt.(SCT) dated 8.9.93 at the time of trade test/interview.

(7) Candidates belonging to OBC Category, but coming in creamy layer will not be entitled to the benefits of reservation and should apply as General Category Candidate.

**(8) One candidate can apply for one post and for one state only.**

(9) Please note that applications sent manually by any mode including post/ courier or in person will not be accepted.







(10) Application can be made online by visiting our website: www.iocl.com between 11:00 AM of 15/11/2011 TO 12:00 PM of 07/12/2011.

(11) Details of the advertisement is also available in our corporate website: www.iocl.com

(12) Candidates are required to download the call letters from corporations website by entering registration number & password generated after submitting online application. These numbers appear on the screen on submitting the application online. These numbers will also be informed to the candidates by email/sms. Please preserve these numbers carefully for future use.

**IMPORTANT:**

- Canvassing in any form will be considered a disqualification.
- Candidate must ensure before applying that they are eligible according to the criteria stipulated in the advertisement. All those who apply online and found eligible as per the declaration will be called for written test/ trade test/ interview without scrutiny for eligibility. If the candidate is found ineligible at any stage of recruitment process, he/ she will be disqualified and their candidature will be cancelled. Hiding of information or submitting false information will lead to cancellation of candidature at any stage of recruitment.
- If the application is not submitted in line with Terms & Conditions, then the application is liable for rejection.
- No change of category (like SC/ST/OBC) or any other information will be allowed at any stage after making online application. If any information found incorrect/ erroneous at any stage of recruitment procedure the candidature of the candidate can be rejected.
- Candidates of all categories including ex-serviceman who will be offered appointment against this advertisement, need to join within 30 days of offer. IOCL shall have the full discretion to reject the candidature of any candidate who does not join within the prescribed period.
- Candidate should keep at least 06 copies of the recent photograph which they need to paste on application, call letters and for various stages of selection procedure to avoid complications at later stage.
- If any candidate acquires professional qualification after making application but before the recruitment process is over, his/her candidature will not be considered further. IOCL reserve the right to reject such candidate at any stage of recruitment at its discretion.
- The tentative date of written exam is 22 .01.2012 (Sunday). Candidates are advised to visit our website. www.iocl.com or regular updates about the recruitment process.
- Contact person: Ajit Panigrahi Manager(ER)/Marketing Division HO. Timing 1000 to 1300 hours from Monday to Friday excluding holiday. Phone no: 022-26447349.

APPLICANTS COPY	IOCs COPY(To be handed over during written test)	Banks copy
  <b>भारतीय स्टेट बैंक</b> <b>State Bank of India</b> <i>With you - all the way</i> <b>STATE BANK OF INDIA</b> Challan for remittance of application fee for Indian Oil Corporation Limited (Recruitment of BCWs in Marketing Division Phase II ) Power Jyothi' Account No. 31987325663 At SBI (Code ) Govt colony branch Mumbai	  <b>भारतीय स्टेट बैंक</b> <b>State Bank of India</b> <i>With you - all the way</i> <b>STATE BANK OF INDIA</b> Challan for remittance of application fee for Indian Oil Corporation Limited (Recruitment of BCWs in Marketing Division Phase II ) Power Jyothi' Account No. 31987325663 At SBI (Code ) Govt colony branch Mumbai	  <b>भारतीय स्टेट बैंक</b> <b>State Bank of India</b> <i>With you - all the way</i> <b>STATE BANK OF INDIA</b> Challan for remittance of application fee for Indian Oil Corporation Limited (Recruitment of BCWs in Marketing Division Phase II ) Power Jyothi' Account No. 31987325663 At SBI (Code ) Govt colony branch Mumbai
<b>To be filled by applicant</b>	<b>To be filled by applicant</b>	<b>To be filled by applicant</b>
Mr/Ms	Mr/Ms	Mr/Ms
Date of Birth	Date of Birth	Date of Birth
parents/spouse name	parents/spouse name	parents/spouse name
Post applied	Post applied	Post applied
State applied for	State applied for	State applied for
<b>To be filled by the branch</b>	<b>To be filled by the branch</b>	<b>To be filled by the branch</b>
Branch Name	Branch Name	Branch Name
Branch code	Branch code	Branch code
<b>Journal No</b>	<b>Journal No</b>	<b>Journal No</b>
Date of deposit	Date of deposit	Date of deposit
Processing fees: 100/- Bank Charges: 25/- Total : 125/- (Rs One Hundred and twenty five only)	Processing fees: 100/- Bank Charges: 25/- Total : 125/- (Rs One Hundred and twenty five only)	Processing fees: 100/- Bank Charges: 25/- Total : 125/- (Rs One Hundred and twenty five only)
Signature of remitter      Signature of the authorized official with branch seal  Branch should collect Rs 25/- Extra (total Rs 100+Rs 25= Rs125/- from the remitter as Bank charges and to be credited to the Branch commission account. Branch should write the branch name,branch code, journal no and Dt of remittance invariably and hand over the IOCs copy and applicants copy to the remitter duly signed and stamped.	Signature of remitter      Signature of the authorized official with branch seal  Branch should collect Rs 25/- Extra (total Rs 100+Rs 25= Rs125/- from the remitter as Bank charges and to be credited to the Branch commission account. Branch should write the branch name,branch code, journal no and Dt of remittance invariably and hand over the IOCs copy and applicants copy to the remitter duly signed and stamped.	Signature of remitter      Signature of the authorized official with branch seal  Branch should collect Rs 25/- Extra (total Rs 100+Rs 25= Rs125/- from the remitter as Bank charges and to be credited to the Branch commission account. Branch should write the branch name,branch code, journal no and Dt of remittance invariably and hand over the IOCs copy and applicants copy to the remitter duly signed and stamped.