



OIL AND NATURAL GAS CORPORATION LIMITED
MBA BASIN, RECRUITMENT & PROMOTION SECTION
IISCO HOUSE, ANNEX BUILDING, 1st FLOOR,
50- J.L. NEHRU ROAD, KOLKATA-71.

RECRUITMENT OF REGULAR POSTS FOR CBMDP, BOKARO
JOIN THE COUNTRY'S MOST VALUED COMPANY ONGC invites you to discover a world of opportunities.

ADVERTISEMENT NO.MBA/HR-R&P/RECTT/A-W/CBMDP/1/2013

Oil and Natural Gas Corporation Ltd (ONGC) is a Maharatna and a fortune-Global 500 Company. It ranks among the top 5 energy Companies in Asia and 21st among leading global energy majors as per Platts Top Global Energy Company ranking 2012. ONGC is the only Indian Energy Giant in 'Fortune's most Admired List 2012' under 'Mining, Crude Oil Production' category. It has been recently recognized as the 'Most Attractive Employer' as per Ma FoiRandstad Award 2011.

ONGC - MBA Basin, Kolkata invites applications from young and energetic Indian Citizens having valid registration with Employment Exchange, Bokaro, Jharkhand for selection to the following posts for **Coal Bed Methane Development Project (CBMDP),Bokaro.**

A. DETAILS OF NUMBER OF POSTS, RESERVATIONS AND ESSENTIAL QUALIFICAIONS:

A-2 Level (Pay Scale Rs.12,000 –Rs.27,000) (Sl.No.01 to 06)

Post Code	Post	GEN	SC	ST	OB C	Total	Essential qualification
01.	Assistant Technician (Instrumentation)	1	-	-	-	1	Three years Diploma in Instrumentation Engineering.
02	Assistant Rigman (Drilling)	3	1	-	-	4	Three years Diploma in Mechanical / Petroleum Engineering. *Physical standard as specified.
03	Assistant Technician (Civil)	2	-	-	-	2	Three years Diploma in Civil Engineering
04	Technical Assistant Grade-III (Chemistry)	3	-	1	-	4	Post Graduate Degree in Chemistry.
05	Assistant Technician (Telecom)	2	-	-	-	2	Three years Diploma in Telecom/Electronics Engineering.
06	Security Supervisor	2	-	-	-	2	Graduate with 1 (one) year training/experience in Security. Physical efficiency test apply. *Physical standard requirements as specified.

A-1 Level (Pay Scale Rs.11,000 – Rs.24, 000) (Sl.No.07 to 15)

Post Code	Post	GEN	SC	ST	OBC	Total	Essential qualifications
07	Junior Assistant Rigman (Drilling)	7	1	3	1	12	High School with Science and Trade Certificate in Fitting/Mechanic. (Mechanic Trades are meant for Diesel/Instrumentation/Turner/Machining/Tractor /Motor Vehicle/Welding/Black smithy/Boiler Attendant and Machinist Grinder). *Physical standard as specified.
08	Junior Assistant Technician(Electrical)	4	-	1	-	5	High School with Science and Trade Certificate in Electrical. Applicant should have Certificate of Proficiency as Electrical Supervisor. Test Apply
09	Junior Assistant (Accounts)	1	-	-	-	1	B.Com with proficiency in Typing speed of 30 w.p.m and certificate/Diploma of minimum duration of six months in Computer applications in the office environment. Test apply.
10	Junior Assistant (Steno-English)	1	-	-	-	1	Graduate with Typing speed of 30 w.p.m. and Shorthand at 80 w.p.m. Certificate/ Diploma of minimum duration of six months in Computer applications in the office environment. Test apply
11	Junior Assistant Technician (Welding)	3	-	-	-	3	High School with Science and Trade Certificate in Welding. Test Apply.
12	Junior Assistant Technician (Fitting)	1	-	-	-	1	High School with Science and Trade Certificate in Fitting. Test Apply
13	Junior Motor Vehicle Driver (Winch Operation)	1	-	-	-	1	High School with Driving License for Heavy Vehicle and three years driving experience of Heavy vehicles. Test Apply.
14	Junior Assistant Technician (Production)	4	-	1	-	5	High School with Science and Trade Certificate in Fitting or Mechanic Trades. Mechanic Trades are meant for Diesel/Instrumentation/Turner /Machining/Tractor /Motor Vehicle/Welding/Black smithy/Boiler Attendant and Machinist Grinder. Test Apply
15	Junior Fire Supervisor	1	-	-	-	1	Intermediate with six months experience in Fire Services. Driving

							License for Heavy Vehicles essential. *Physical standard as specified. Physical Efficiency Test Apply.
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W-1 Level (Pay Scale Rs.10,000 – Rs.18,000) (Sl.No.16)

Post Code	Post	GEN	SC	ST	OBC	Total	Essential qualification
16	Junior Fireman	1	-	-	-	1	High School with Fireman's training of 3 months duration. Driving license for Heavy Vehicles essential. *Physical standard as specified.*Physical Efficiency Test Apply.

*** Physical Efficiency Test (PET) for Security Supervisor/Junior Fire Supervisor/Junior Fireman**

Sl.No.	Post	PET: Male	PET: Female
01	Security Supervisor	<ul style="list-style-type: none"> • 1.6 Km race in 8 minutes. • Long Jump -8 Ft (3 chances) • High Jump -3.5 Ft (3chances) • No PET for Ex-Servicemen. 	<ul style="list-style-type: none"> • 800 metres race in 6 minutes. • Long Jump- 8 Ft (3 chances) • High Jump- 3 Ft (3 chances)
02	Junior Fire Supervisor and Junior Fireman	<ul style="list-style-type: none"> • Running 800 metres within 4 minutes. • Lifting and carrying a person of approximately his own weight by the Fireman Lift Method without any break to a distance of 100 metres. • Climbing a Fire service Extension Ladder of 34 Ft (10.6 metres) fully extended in 2 minutes. 	<ul style="list-style-type: none"> • Running 800 metres within 6 minutes. • Lifting and carrying a person of approximately her own weight by the Fireman Lift Method without any break to a distance of 75 metres. • Climbing a Fire service Extension Ladder of 27 Ft (9 metres) fully extended in 2 minutes.
03	Physical standards for recruitment in Security & Fire Discipline	<ul style="list-style-type: none"> • Minimum Height- 168 Cms. (For Tribes/Hillmen 163Cms) • Chest-81 Cms with expansion of 5 Cms • For persons from state of Assam : Minimum Height-163 Cms. (For Tribes/Hillmen 160Cms) Chest-79 Cms with expansion of 5 Cms 	<ul style="list-style-type: none"> • Height- 152 Cms. Relaxed 5 Cms for candidates from Tribes and Hills. • Weight- Proportionate to Height to but not less than 46 Kgs.

***Physical standard for Assistant Rigman (Drilling)/Junior Assistant Rigman(Drilling).**

Sl. No.	Post	Height & Weight for General and OBC candidates.	For candidates from Hill Areas/Tribes.
04	Assistant Rigman (Drilling) & Junior Assistant Rigman (Drilling)	Height 170Cms. Weight - 60Kgs. Chest - Unexpanded (minimum) 85 Cms. expanded (minimum) 91Cms.	Height 167Cms. Weight - 58Kgs. Chest unexpanded - 81 Cms (minimum) 87Cms expanded (minimum).
		Vision	6x6 without Glasses without any history of night /colour blindness etc.

Age Criteria: -

Minimum age 18 years & maximum age limit for all notified posts other than Junior Fireman	✓ Gen – 30 years ✓ SC/ST – 35 years ✓ OBC- 33 years
For Junior Fireman (W-1 level) Post Code.16	✓ Gen-27 ✓ SC/ST-32 ✓ OBC-30

*** Age will be reckoned as on 11.02.2013**

Note: -

- i. Diploma should be recognized by AICTE (3 years)
- ii. ITI should be recognized by State Board of Technician Education (SCVT) and National Council for Technical & Vocational Training (NCTVT)
- iii. Graduate/Post Graduate Degree should be from UGC recognized University.
- iv. In case of Ex-Serviceman, valid Discharge Certificate & Qualification Equivalency Certificate as per Govt.of India instructions.
- v. Fireman's training certificate should be from recognized institute/local Self Govt.
- vi. Photo copy of SC/ST & OBC (latest **non-creamy layer**) certificate should be enclosed with the application in the format applicable for recruitment in Central Govt/Central Govt. Undertakings duly attested by the Gazetted Officer.
- vii. Departmental candidates will be given age relaxation as per Company Rules. For the **posts** of Asstt Rigman (Drilling), age limit is 30 years and not relaxable for Departmental candidates. However, SC/ST/OBC candidates would be provided normal age relaxation as provided for recruitment under the Govt. of India guidelines. Departmental candidate should apply through Proper Channel.
- viii. Ex-Servicemen will be given age relaxation for length of service in Armed Forces plus 3 years as per Govt. Rules, subject to maximum age of 45 years and 50 years in case of disabled defence personnel belonging to the SC/ST.
- ix. Selection will be strictly on the basis of written test/physical standard measurement/physical efficiency test/Trade Test (wherever applicable) and personal interview. The date of written test would be intimated to the eligible candidates in due course of time.
- x. ONGC reserve the right to fill or not to fill either wholly or in part the number of vacancies hereby advertised without assigning any reason.
- xi. Applicants working in Govt/Govt. Undertaking/Semi-Govt should submit their applications **THROUGH PROPER CHANNEL**. Application received without NOC from his/her present employer or without routed through Proper Channel is liable to be rejected straightway.

- xii. Submission of false certificate or suppression of any information shall be liable for disqualification/rejection of candidature at any stage.
- xiii. Any sort of canvassing or influencing the official related to the recruitment process would result immediate disqualification of the candidature and the decision of ONGC Management will be final and binding to all the candidates.
- xiv. **This advertisement is meant for the candidates of Jharkhand State having valid registration with Employment Exchange, Bokaro.**

How to apply:

1. Application Format is attached herewith in **Annexure-1**
2. Applicants are requested to read the notes given above carefully & fill up the Application accordingly, affixing their recent passport size photograph duly signed by him.
3. Copy of valid Employment Exchange Registration Certificate **issued by the Employment Exchange, Bokaro**, Jharkhand should be submitted with the application duly attested by the **Gazetted Officer**.
4. Copies of all academic and technical qualifications certificate and mark sheets along with Date of Birth Certificate issued by the Board of Secondary Education should be submitted with the application **duly attested by Gazetted Officer**.
5. SC/ST/OBC (latest non-creamy layer for OBC candidates) Certificate should also be submitted as stated above duly attested by the **Gazetted Officer**.
6. Application complete in all respect may be sent to **Incharge, R&P, ONGC, Room No.102, Annex Building, 1st floor, 50-J.L. Nehru Road, Kolkata 700 071**(by Post)so that the **same is reached to this office within 20 days from the date of issue positively**. The envelope should be super-scribed as **"APPLICATION FOR THE POST OF _____ CBMDP, BOKARO"**.

S. Datta
Chief Manager (IE)-R&P
For DGM(MM) – Support Manager

Annexure-1

APPLICATION FORMAT FOR VARIOUS POSTS OF A-2/A-1 & W-1 LEVEL ADVERTISED FOR CBM DEVELOPMENT PROJECT, BOKARO VIDE ADVERTISEMENT NO.MBA/HR-R&P/Rectt/A-W/CBMDP/1/2013 DATED 23.01.2013 (TO BE FILLED IN CAPITAL LETTERS)

APPLICATION FOR THE POST OF : _____

1. Name in full (in BLOCK Letters)(As per High School Certificate) :
2. Father's name :
3. Permanent Address :

4. Present residential address (For correspondence) :
5. Date of Birth as per High School Certificate (DD/MM/YYYY) :
6. Whether SC/ST/OBC/Gen :
7. Employment Exchange Regd.No. (With full address of the Employment Exchange) :

8. Contact Number:
9. Details of Academic& Technical Qualification (**from High School onwards**): -

Affix self
attested
recent
passport
size photo

Sl. No.	Examination Passed	Name of Board /University/ Institution	Year Passing	% of marks obtained	Subject

(Copy of documents/certificate for Serial Number 5, 6,7& 9 are required to be furnished duly attested by the Gazetted Officer along with the application form. Incomplete application will be summarily rejected)

DECLARATION

I do hereby solemnly declare and state that the above information is correct and if any information is found to be incorrect / suppressed, it will disqualify my candidature.

Signature of the Applicant

Date:
Place: