

**Web Advertisement:**

**Mangalore Refinery and Petrochemicals Ltd.**  
**(A Subsidiary of Oil and Natural Gas Corporation Ltd.)**  
 Kuthethoor Post, Mangalore – 575 030

Ph: 0824 – 2882183/2120/2156 Fax: 0824-2271404 E-mail: recruit@mrplindia.com

**Advertisement No. 50/2014**

**Last date for receipt of Applications : 06.06.2014**

**SPECIAL RECRUITMENT DRIVE FOR SC/ST – III ATTEMPT**

Mangalore Refinery and Petrochemicals Limited (MRPL), a subsidiary of ONGC and a Mini Ratna Company, is focused on growth and efficiency. The company is recognized today as the leading refinery in India in terms of all round performance, having won many awards for Energy conservation, Safety, Quality, Exports etc.

**MRPL invites applications from eligible candidates for the following positions:**

	<b>Position</b>	<b>No. of Vacancies</b>	<b>Category</b>	<b>Location</b>	<b>Max. age as on 31/05/2014</b>	<b>Scale of Pay ( ` )</b>	<b>Minimum qualification and experience</b>
1	Dy. Manager (Finance) (E3 Grade)	1	SC	Mumbai	* 40 years	32900-58000	CA/ICWA/MBA with specialization in Finance with at least 7 years relevant post qualification experience in a reputed organization in the areas related to Taxation, Treasury, Oil Accounting, General Accounting etc. Candidates with experience of working in large PSU (s) will have an added advantage.
2	Workman (Chemical) - W1 Grade	9	6 SC 3 ST	Mangalore	* 39 years	12800-35000	Diploma in Chemical Engineering with minimum 5 years relevant experience in a large reputed Petroleum Refinery / Petrochemical / Fertilizer / Chemical Industry.

3	Workman (Mechanical) - W1 Grade	4	2 SC 2 ST	Mangalore	* 39 years	12800-35000	Diploma in Mechanical Engineering with minimum 5 years relevant experience specific with regard to position applied in a large reputed Petroleum Refinery / Petrochemical / Fertilizer / Chemical Industry.
4	Workman (Electrical) W2 Grade	1	ST	Mangalore	* 35 years	11900-32000	Diploma in Electrical Engineering with minimum 2 years relevant experience specific with regard to position applied in a large reputed Petroleum Refinery / Petrochemical / Fertilizer / Chemical Industry.
5	Workmen (Instrumentation) W2 grade	2	SC	Mangalore	* 35 years	11900-32000	Diploma in Instrumentation / E&C Engineering with minimum 2 years relevant experience specific with regard to position applied in a large reputed Petroleum Refinery / Petrochemical / Fertilizer / Chemical Industry.

**\* The maximum age given above has factored the age relaxation meant for SC / ST i.e., 5 years as per Govt. Guidelines. There will not be any further age relaxation over and above the maximum age limit mentioned against each position.**

**ELIGIBILITY CRITERIA:**

1. The cut off date for deciding the maximum permissible **age** and **experience** as per eligibility criteria shall be the last day of the month subsequent to the month in which the advertisement is issued that is 31/05/2014. **Experience shown must be the minimum relevant experience for the function, after obtaining necessary qualification(post qualification experience) including 'on the Job' training period.**
2. Wherever specific relevant experience has been prescribed, please note that applications not fulfilling this specific criteria will not be considered.
3. The cut-off percentage in qualifying examination would be 40% for SC / ST candidates.

**HOW TO APPLY:**

Candidates should submit their application in the **enclosed format**, enclosing detailed resume, copies of all relevant certificates in support of qualification (year/semester wise), age, caste, experience etc., along with recent passport size photograph and super scribing the envelope with the position applied for within the last date for receipt of applications to **The Sr. Manager(HR) Recruitment Section, Mangalore Refinery and Petrochemical Limited, Post Kuthethur, Mangalore – 575030, on or before 06/06/2014.**

Applications in the prescribed format should be sent by **Post/Courier only** at the above address .  
**Applications sent by email or hand delivery will not be entertained.**

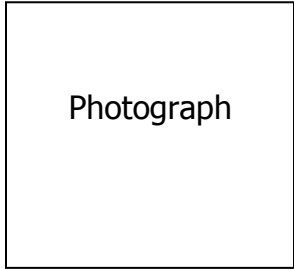
**LAST DATE FOR RECEIPT OF APPLICATIONS : 06/06/2014**

**GENERAL INSTRUCTIONS:**

1. All the qualifications specified above should be recognized by UGC/AICTE.
2. Candidates called for Interview / written test if any, shall be reimbursed Traveling Allowance as follows from their correspondence address in India on production of actual tickets by the shortest route. Local travel cost, if any, shall be borne by the candidates : E3 Grade – 1<sup>st</sup> Class / 2 AC Rail fare including Rajdhani Express. W1 & W2 – SC/ST/PWD candidates will be reimbursed 2<sup>nd</sup> class Rail / Bus fare.
3. Candidates applying for W1/W2 grade positions shall be required to appear for a written test in the concerned discipline. Candidates who qualify in the written test shall be interviewed. Depending upon the response from the candidates, Management may also consider to impart pre-recruitment training, if need arises.
4. Incomplete applications not supported by self attested copies of relevant documents in support of age (SSLC Marks card), qualifications (Semester wise Mark sheet/Degree/Diploma), experience and caste certificate (in case of SC/ST/PH), not fulfilling the eligibility criteria or those received after the last date of receipt of applications shall not be considered and treated as '**Rejected**'.
5. Location of the job is at Mangalore. However, employees are liable to be transferred to any place in India or abroad, within the same Organisation, or one of the group companies of ONGC or any other Organisation.
6. Candidates selected shall be put on Probation for one year.
7. Allowances and perquisites shall be as admissible for the grade.
8. In case large numbers of applications are received, Management reserves the right to raise the minimum eligibility standards/ criteria.
9. Requests for change of category/discipline once declared in the application will not be entertained.
10. Persons with Disabilities (PWD) candidates shall get age relaxation of 10 years. Age relaxation for Ex-Servicemen (EXSM) as per Govt. directives.
11. Experience in PSU/ Private needs to be specified.
12. Persons employed in Government Organizations/Public Sector Undertakings/Autonomous Bodies owned by the Government, should submit their applications through proper channel. Advance copy may be sent. However they may also produce the NO OBJECTION CERTIFICATE at the time of interview if their applications were not routed through proper channel, failing which they will not be allowed to appear for the interview.
13. The vacancies and reservation indicated above is tentative and may increase or decrease in the relevant categories at the discretion of Management and in Compliance with Presidential Directives on reservation at the time of appointment. Depending on the requirement, the Company reserves the right to cancel / restrict / curtail / enlarge the number of vacancies and recruitment process, if need so arises, without any further notice and without assigning any reason thereof.
14. Satisfactory Character & Antecedents report would be required once selected and the Management reserves the right to out-rightly dismiss the candidate whose report is not found satisfactory.
15. Personal appraisals duly certified, may be obtained for last 2 years, in respect of candidates applying from PSUs/Govt./Autonomous bodies owned by the Government.
16. Canvassing in any form shall disqualify the candidature.

17. Management reserves the right to fill or not to fill the posts and mere fulfillment of qualification, experience and other eligibility requirements laid down, does not entitle a candidate to be called for the Personal Interview.
18. While applying for any post, the applicant should ensure that he / she fulfils the eligibility and other norms mentioned above, as on the specified dates and that the particulars furnished are correct in all respects. In case it is detected at any stage of recruitment that a candidate does not fulfil the eligibility norms and / or that he / she has furnished any incorrect / false information or has suppressed any material fact(s), his / her candidature will stand automatically cancelled. If any of the above shortcoming(s) is / are detected even after appointment, his / her services are liable to be terminated without any notice.
19. Candidates must mention correct and active e-mail ID/Contact nos. for various communications.
20. Any legal proceeding in respect of any matter of claim or dispute arising out of this advertisement and / or an application in response there to can be instituted only in Mangalore and courts / tribunals / forums at Mangalore only shall have sole and exclusive jurisdiction to try any such case / dispute.
21. In the event any applicant has litigated with his / her employer in the past, the same should be clearly mentioned in brief.
22. Applications received after the last date will not be considered.
23. Management reserves the right to create and operate a panel of suitable candidates on waitlist to fill the notified posts, for one year.
24. Any amendment/corrigendum shall be hoisted only on the Company's website [www.mrpl.co.in](http://www.mrpl.co.in). Candidates may regularly check for updates.

**APPLICATION  
(TO BE FILLED IN CAPITAL LETTERS)**



1. Advt. No. : \_\_\_\_\_
2. Post applied for : \_\_\_\_\_
3. Name of the candidate: \_\_\_\_\_
4. Father's / Husband's Name: \_\_\_\_\_
5. Date of Birth : (dd/mm/yyyy) : \_\_\_\_\_ Day \_\_\_\_\_ Month \_\_\_\_\_ Year
6. Age as on \_\_\_\_\_ : \_\_\_\_\_ Days \_\_\_\_\_ Months \_\_\_\_\_ Years
7. Nationality: \_\_\_\_\_ 8. State of Domicile (state belongs to) : \_\_\_\_\_
9. Category (SC/ST/PWD (if PWD, indicate degree of disability)) : \_\_\_\_\_
10. Sex (Write M or F) : \_\_\_\_\_
11. Complete Correspondence Address: \_\_\_\_\_  
 \_\_\_\_\_  
 District \_\_\_\_\_ State \_\_\_\_\_ Pin \_\_\_\_\_

12. Qualification (Secondary School onwards) :

Name of Exam. Passed	Name of Institute / University	Duration of Course	Date of Admission (DD/MM/YY)	Date of Passing (DD/MM/YY)	# Percentage of Marks obtained

# in case of CGPA / OGPA or Grade, mention equivalent percentage of marks as per University / Institute norms. Percentage of marks not to be rounded off.

13. Work Experience:

Name & Address of the Organisation / Employer	Post held	Period		Nature of Job	Salary drawn	Reason for leaving
		From	To			

14. E-mail id : \_\_\_\_\_
15. Phone No.: \_\_\_\_\_ Mobile No. \_\_\_\_\_
16. Source of Advertisement: \_\_\_\_\_ (Name of Newspaper or Journal or Website)

I hereby declare that the above information is true to the best of my knowledge. I understand that my candidature will be cancelled, if the information is found to be false or incorrect or my application is incomplete.

Place & Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**NB: Please use separate sheet if space is inadequate for filling SL no 13. The format must be the same. Please sign on each page of the application form.**