

Advt. No. 3 /2015 (R&P)

Recruitment of Graduate Trainees at E-1 level in Engineering & Geo-Sciences disciplines through GATE-2015 and Support Disciplines (Environmental Engineering, Finance, Fire, HR, Medical and Security) through Computer Based Test (CBT).

A common Online Application Registration Process for both Engineering & Geo-Sciences disciplines through GATE-2015 and Support disciplines through CBT will commence from 21.03.2015 to 10.04.2015.

ONGC wants promising, energetic and young candidates with bright academic record to join the organization as Class-I Executives (at E-1 level). The selected candidates will be placed in the pay scale of ₹ 24,900 - 50,500/- with an increment of 3% per year. Besides Basic Pay, the employee is entitled to allowance @ 47% of Basic Pay under Cafeteria Approach, Dearness Allowance, HRA/Company Accommodation, Mining Allowance, Contributory Provident Fund, Conveyance Maintenance, Substantial Performance Related Pay (PRP) and other facilities, Medical Facility for self and dependents, Gratuity, Post Retirement Benefit Scheme and Composite Social Security Scheme as per Company rules. (The total emolument comes to ₹1,00,000/- per month approximately.)

Engineering & Geo-Sciences Posts through GATE-2015:

The Engineering & Geo-Sciences posts through GATE-2015 were notified vide Advt. No. 5/2014(R&P), on 30th August 2014 in Employment News. Those who have appeared for GATE-2015 for recruitment to the posts notified in the said advertisement need to apply online for the posts in ONGC. However, they need not pay any registration fee. The brief details of the posts are as under:

a) Engineering & Geo-Sciences Posts through GATE-2015:

S. No.	Name of the Post	Number of Posts					Identified for PWD
		UR	OBC	SC	ST	Total	
1.	Assistant Executive Engineer (Cementing)	13	13	03	02	31	-
2.	Assistant Executive Engineer (Civil)	06	03	0	1	10	OA, OL, HH
3.	Assistant Executive Engineer (Drilling)	57	32	15	06	110	-
4.	Assistant Executive Engineer (Electrical)	19	17	10	01	47	OL, HH
5.	Assistant Executive Engineer (Electronics)	13	04	0	01	18	OL, HH
6.	Assistant Executive Engineer (Instrumentation)	12	05	05	01	23	OL, HH
7.	Assistant Executive Engineer (Mechanical)	37	22	08	05	72	OL, HH
8.	Assistant Executive Engineer (Production)	102	66	31	18	217	-
9.	Assistant Executive Engineer (Reservoir)	08	03	0	03	14	-
10.	Chemist	37	17	10	10	74	OA, OL
11.	Geologist	23	13	03	02	41	OA,OL,HH
12.	Geophysicist (Surface)	08	11	05	04	28	-
13.	Geophysicist (Wells)	14	07	01	0	22	-
14.	Materials Management Officer	12	05	04	01	22	OA, OL, BL, B,LV, HH
15.	Programming Officer	03	0	0	01	04	OA, OL, BL, B,LV, HH
16.	Transport Officer	07	05	0	0	12	OL, HH
TOTAL		371	223	95	56	745	

For other details including Qualification criteria, Age limit etc., and other conditions of Engineering & Geo-Sciences posts, please refer Advt. No. 5/2014 (R&P), dated 30th August 2014 of Employment News or www.ongcindia.com.

b) Support posts through Computer Based Test (CBT):

1) Details of posts for Computer Based Test(CBT):

S. No.	Name of the Post	Number of Posts					Identified for PWD
		UR	OBC	SC	ST	Total	
1.	Assistant Executive Engineer (Environment)	03	03	-	-	06	-
2.	Finance & Accounts Officer	34	13	06	03	56	OA,OL,BL, OAL, BLOA, HH
3.	Fire Officer	05	-	01	02	08	-
4.	HR Executive	14	09	3	1	27	OA,OL,OAL, BL,B,LV,HH
5.	Medical Officer	10	09	04	01	24	OA,OL
6.	Security Officer	03	01	03	-	07	OL
TOTAL		69	35	17	07	128	-

Reservation for PWDs: The posts for PWDs in VH, HH, OH categories are reserved as per existing Government of India guidelines.

Abbreviations Used: B=Blind, LV= Low Vision, OA= One Arm, OL= One Leg, OAL= One Arm & One Leg, BL=Both Legs, BLA= Both legs & Arms, BLOA= Both Legs & One Arm, VH= Visually Impaired, HH= Hearing Impaired, OH= Orthopedically Impaired.

2) Eligibility Criteria

2.1) Qualification & Experience Criteria:

S. No.	Name of the Post	Essential Qualification	Minimum Percentage in Essential Qualification
1.	Assistant Executive Engineer (Environment)	Engineering Graduate in Environmental Engg. / Environmental Science (or) Graduate in Engineering discipline with M.Tech / ME in Environment Engineering / Environment Science	60% 60% in M.Tech/ME in Environment Engg./Environment Science

2.	Finance & Accounts Officer	Graduate Degree with ICWA /CA(or)	pass
		MBA with specialization in Finance	60%
3.	Fire Officer	Graduate Degree in Fire Engineering	60%
4.	Human Resource Executive	MBA with specialisation in Personnel Management / HRM / HRD (or)	60%
		Post Graduate degree in Personnel Management/IR/Labour Welfare (or)	60%
		Minimum 2 years full time Post Graduate Diploma in PM / IR/ Labour Welfare	60%
5.	Medical Officer	MBBS with valid Registration	Pass
6.	Security Officer	Post Graduate Degree with 2 year service with either Armed Forces or Central Police Organisation. #	Pass

Requirement of Minimum Physical Standards for Security discipline:

Male	Height (Minimum)	Chest (Minimum)
Candidates from the state of Assam	163Cms	79 Cms with expansion of 5Cms
Tribes / hill men from the state of Assam	160Cms	
Candidates from other states	168Cms	81Cms with expansion of 5Cms
Tribes / hill men from other states	163Cms	
Female		
Height	152 Cms. Relaxed 5 Cms for Candidates from tribes / hills.	
Weight	Proportionate to height but not less than 46 kg.	

2.2. Age Limit

As on 01.01.2015, the Upper Age should not be more than as indicated below:

	Category		
	General	OBC (NCL)	SC & ST
For CBT posts	30 years	33 years	35 years
Persons with disability	40 years	43 years	45 years
Ex-Service men	Maximum relaxation of 05 years (Notification No.39016/10/79-Estt(C) dated 15.12.1979, 36034/1/2006-Estt(Res) dated 04.10.2012, OM.36034/2/2013-Estt(Res) dated 08.04.2013)		
Departmental Candidates	Age relaxation to the extent of their service in ONGC		

Note:

- The courses offered by Institutions/Universities through the regular mode should be approved/ recognized by the necessary statutory bodies for employment to posts and services under the Central Government like Association of Indian Universities (AIU)/UGC/AICTE etc. Candidates who have obtained their qualification through the distance learning / part time mode are also eligible to apply provided that their qualification is recognized by the relevant statutory bodies for employment to posts and services of the Central government.
- Wherever CGPA/OGPA/CPI/DGPA or letter grade in degree is awarded, equivalent percentage of marks should be indicated in the online application as per norms adopted by the concerned University / Institute. Please also obtain a certificate to this effect from the University/Institute, for submission at the time of interview.
- In case there is no mention of specialization in the qualifying degree as required in the Minimum Essential Qualification above, candidates are to submit a certificate at the time of interview from their institution / university with a clear mention to their specialization in the qualifying degree.
- Students in the final semester of the qualifying course can also apply. However, they must be able to produce mark sheet and course completion certificate with minimum marks required in the essential qualification defined as para 2.1 on the date of interview. (May/June 2015 tentatively).
- Candidates seeking reservation as SC/ST/OBC, have to submit caste certificate, ONLY in the prescribed pro-forma meant for appointment to posts under the Government of India from the designated authority indicating clearly the candidates caste, the Act/Order under which the caste is recognised as SC/ST/OBC and the Village/Town the candidate is ordinarily resident of, at the time of interview. OBC candidates to also submit latest Non-Creamy layer Certificate issued by the Appropriate Authority. Prescribed format can be downloaded from the application site.
- Possessing of specific Qualification mentioned in the advertisement is necessary, as no equivalent qualification will be accepted. For example, PGDM will not be considered where MBA is the essential qualification. Similarly AMIE will not be considered where qualification is Graduate Degree in Engineering.

3) Selection Process:

3.1. Computer Based Test:

- Eligible candidates will be required to appear for **Computer Based Test(CBT)** that is tentatively scheduled to be held on **10.05.2015**. (The exact date of the test shall be communicated to the candidates through admit card to be downloaded from ONGC website www.ongcindia.com)
- The **Computer Based Test (CBT)** (Multiple Choice) comprising of the following three sections:-

Part	Subject	Numbers of questions	Duration
I	Concerned subject of qualifying degree. However, Security discipline paper will have Security related questions.	80	3 Hours
II	General Awareness	40	
III	Aptitude Test (Comprising of Reading Comprehension, Verbal/Non-Verbal Reasoning, Numerical Ability/ Quantitative Aptitude, Data Interpretation etc.,)	30	
Total		150	

- c) There is no Negative Marking for Wrong Answer.
- d) For PWD candidates compensatory time as per govt. guidelines shall be given and the same will not be less than 20 minutes per hour of examination for persons who are making use of scribe/reader/lab assistant. All the candidates with disability not availing the facility of scribe may be allowed additional time of minimum of one hour of examination of 3 hours duration, which could further be increased on case-to-case basis.
- e) The level of the domain subject will be Graduate/Post Graduate as applicable. However, General Awareness paper shall be of Civil Services standards.
- f) The level of Aptitude Test shall be of Combined Admission Test (CAT) of IIMs.
- g) Eligible SC/ST & PWD candidates called for CBT will be reimbursed second-class rail / bus fare for the shortest route on production of railway ticket / number or bus ticket.

3.2. Personal Interview:

- a) The candidates who are shortlisted by ONGC based on **Computer Based Test (CBT)/GATE-2015** score will be called for personal interview.
- b) The interviews are scheduled to be held tentatively in the month of May/June 2015.

3.3 Final selection:

- (a) The final merit list shall be prepared based on the weightages assigned to various parameters as per following:

S.No.	Parameter	Marks
1	Written test/GATE score	60
2	Interview	15
3	Qualification	25 (20 marks for essential and 05 marks for the additional in line higher qualification)
	Total	100

- (b) In order to be selected, candidates, in addition to fulfilling the requisite qualification criteria, are required to qualify in the CBT /GATE-2015 and thereafter again in the interview separately.
- (c) Departmental candidates shall be given first consideration in matters of selection, while other things such as qualification, eligibility and selection criteria etc. remain the same.

3.4. Computer Based Test (CBT) Test Centres:

The **Computer Based Test (CBT)** will be conducted at the following cities:

S.No.	City	S.No.	City	S.No.	City
1	Ahmedabad	2	Agartala	3	Baroda
4	Bengaluru	5	Bhopal	6	Chennai
7	Bhubaneswar	8	Delhi including NCR	9	Dehradun
10	Hyderabad	11	Guwahati	12	Kochi
13	Jaipur	14	Lucknow	15	Kolkata
16	Patna	17	Mumbai	18	Ranchi
19	Vishakhapatnam				

Candidates have to choose any two different cities as test centre. No change of test cities will be allowed later. Allotment of test city will be done on first come first serve basis. Therefore candidates are advised in their own interest to apply early to get their choice of test city. However, ONGC reserves the right to change any of the above mentioned test cities at its discretion and also add or reduce the number of test cities/centres.

4. How to Apply

- 4.1. Eligible interested candidates would be required to apply Online ONLY through the link '**Online Application for Recruitment of Graduate Trainees (GTs) in Engineering & Geo-Sciences disciplines through GATE-2015 & Support disciplines through CBT**' on ONGC's website www.ongcindia.com. No other mode, repeat no other mode of application shall be accepted.
- 4.2. Candidates can apply for only one post even though they may be eligible for more than one post.
- 4.3. Where there are no posts for Reserved category, candidates belonging to reserved category can apply for Unreserved Posts.
- 4.4. Before registering/submitted their online applications on the website the candidates should possess the following:

S. No.	Requirement for registration of GATE-2015 based Engineering & Geo-Sciences discipline posts	Requirement for registration of CBT based support discipline posts
a.	GATE Registration Number & Enrollment ID	Not Applicable
b.	Valid E-mail ID	Valid E-mail ID
c.	Registration Fee is not applicable	Challan form downloaded and duly filled with the applicable fee deposited and acknowledged by the concerned branch of SBI.
d.	Scanned copies of recent passport size colour photograph of the candidate with white background along with signature of the candidate in a white paper just below the photograph (not more than 70 KB size).	Scanned copies of recent passport size colour photograph of the candidate with white background along with signature of the candidate in a white paper just below the photograph (not more than 70 KB size).
e.	Mobile Number	Mobile Number

- 4.5. The candidate can access the online application form at www.ongcindia.com. The online registration site would be open from **10:00 hours on 21.03.2015 to 18:00 hours on 10.04.2015**.
- 4.6. No changes shall be allowed once the candidate has saved and submitted his application.
- 4.7. All correspondence with the registered candidates shall be done through the registered E-mail only. **The candidates are required to keep the registered E-mail active at least for one year.**
- 4.8. All information regarding examination schedule/ admit card/ interview call letters etc. shall be available on the website of ONGC - www.ongcindia.com. **No separate admit cards/ Interview call letters shall be sent to the candidate by post.**
- 4.9. The responsibility of downloading and printing of admit card/ interview call letter shall be that of the candidate.

4.10. Registration Fee:

- a) **There is no registration fee for the candidates applying for GATE-2015 based Engineering & Geo-Sciences posts.**

- b) The registration fee for different category of candidates applying for CBT based support posts is as under:

S.No.	Category	Amount
1.	General & OBC	₹750/-
2.	SC, ST & PWD	₹150/-

- c) Registration fee is non-refundable.
- d) Registration Fee can be deposited at any branch of State Bank of India through the challan in ONGC Power Jyoti A/C No. 30827318409 of SBI, Tel Bhavan, Dehradun.
- e) Applicants can download the Bank Challan Form from the www.ongcindia.com.
- f) Departmental candidates from ONGC would also be required to deposit the applicable registration fee for CBT posts through the challan form. However, the same would be reimbursable.

5. Important Dates

S.No.	Process	Date
1.	Online Registration for GATE-2015 based posts & CBT based posts opens on	21.03.2015
2.	Online Registration ends on	10.04.2015
3.	All India Computer Based Test (tentative)	10.05.2015

6. General Instructions:

- a) All applicants must fulfil the essential requirements of the post and other conditions stipulated in this advertisement for CBT based posts given at Sl. No. 2 above and advt. No. 5/2014 (R&P) for GATE-2015 based posts.
- b) Screening and selection will be based on the details provided by the candidate; hence, it is necessary that applicants should furnish only accurate, full and correct information.
- c) Furnishing of wrong / false information will be a disqualification and ONGC will not be responsible for any consequence of furnishing of such wrong/false information.
- d) Candidature of the registered candidate is liable to be rejected at any stage of recruitment process or after recruitment or joining if any information provided by the candidate is found false or is not found in conformity with eligibility criteria mentioned in the advertisement.
- e) The Print out of registration slip should not be tampered with. In case of any overwriting or tampering of Registration slip, the candidature of the candidate shall be rejected. The candidates called for interview against GATE-2015 based posts shall bring GATE-2015 registration slip also along with ONGC Online Registration Slip.
- f) Candidates of both GATE & CBT based posts should retain the copy of their ONGC Registration Slip, Admit Card and Interview Call letter for future reference.
- g) Candidates in Employment of Public Sector undertaking/ Govt. service will be required to produce No Objection Certificate at the time of interview.
- h) Court of Jurisdiction for any dispute will be New Delhi.
- i) The admission of candidates at all the stages of selection process will be purely provisional subject to satisfying the prescribed eligibility conditions. Mere issue of unique ID for online application/Admit card for CBT/interview call letter to the candidate will not imply that his/her candidature has been finally cleared by ONGC. ONGC takes up verification of eligibility conditions with reference to original documents only after the candidate has qualified for Interview.
- j) Appointment of selected candidates will be subject to their passing the Company's Medical Examination as per standards laid down under ONGC's Medical Examination of Employees Rules, 1996. Details of the rules are available on ONGC's website, www.ongcindia.com. However, for the benefit of the candidates a few salient points are being mentioned below. **[Candidates applying with GATE-2015 scores may also refer Advt. 5/2014 (R&P)]:**

S.No.	Medical Condition	Remarks
1	Complete or partial colour blindness	Acceptable only for the posts of HR Executive and Finance and Accounts Officer. Disqualification for all others.
2	Total amount of Myopia (including the cylinder) limited to - 4.00 D and Total amount of Hypermetropia (including the cylinder) limited to + 4.00 D	Acceptable for all advertised posts
3	For Candidates of more than 20 years of age, the Total amount of Myopia limited to -6.00 D and Total amount of Hypermetropia limited to +6.00 D (provided there are no degenerative changes in the vitreous or retina and where the disease is not likely to progress)	Acceptable only for the posts of Finance & Accounts Officer, Fire Officer, HR Executive, Medical Officer, Security Officer. Disqualification for AEE(Environment)
4	Congenital Night blindness	Not acceptable for any posts

Correction with contact lenses and intraocular implants is not a bar for employment provided the prescribed standards are fulfilled

The physically challenged persons shall not be subjected to usual medical examination by the Appointing Authority immediately after appointment, but their appointment shall be based on the report of Medical Board attached to the Vocational Rehabilitation Centres for physically challenged persons or on the report of the Medical Board attached to the Special Employment Exchange for physically challenged persons. In case this is not possible, ONGC's Medical Board may do the medical examination.

- k. The selected candidates are liable to be posted anywhere in India or abroad.
- l. For more information about the Company, you may visit our website www.ongcindia.com.
- m. Candidates can go through the "Frequently Asked Questions (FAQs)" at online application site.**
- n. Canvassing in any form or influencing the officials related to the selection / recruitment process would result in immediate disqualification of the candidate. The decision of the management of ONGC will be final and binding on all candidates.
- o. Candidates are also advised not to respond to unscrupulous advertisements appearing in any newspaper. For authenticity of any advertisement the candidate may check on ONGC's website www.ongcindia.com.

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