



ऑयल इंडिया लिमिटेड

(भारत सरकार का उद्यम)

**Oil India Limited**

(A Government of India Enterprise)

**ENGAGEMENT ON CONTRACTUAL BASIS**

**(ADVT. NO. HRAQ/CONT-WP-B/21-08)**

**Updated vide corrigendum notification no.**

**HRAQ/CONT-WP-B/21-09**

Oil India Limited, a Navratna Public Sector Undertaking is the pioneer and second largest national upstream Oil and Gas Company with a pan India presence and growing global footprint. OIL is set to conquer newer horizons of all-round growth and excellence. It is engaged in exploration, production and transportation of crude oil, natural gas and production of LPG with its Field Headquarters (FHQ) at Duliajan, Dibrugarh, Assam. OIL has operations in Assam, Arunachal Pradesh, Andhra Pradesh, Odisha, Rajasthan, Mizoram and offices in Kolkata, Guwahati, Noida. OIL also has crude oil transportation pipelines from Assam to Barauni in Bihar. In overseas OIL has presence in USA, Russia, Libya, Nigeria, Gabon, Venezuela, Israel, Bangladesh and Mozambique.

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.

| Sl. No.  | Contractual Engagement Requirement                      | Eligibility Criteria  |  |          | Contractual Emolument per month (₹) |     |         |    |    |         |    |    |       |    |    |  |  |
|----------|---|---|--|----------|-------------------------------------|-----|---------|----|----|---------|----|----|-------|----|----|--|--|
|          |   | Qualification & Experience  | Age Limit (years)*   |          |                                     |     |         |    |    |         |    |    |       |    |    |  |  |
| 01       | Contractual Assistant Welder<br><b>01 no.</b>           | <ul style="list-style-type: none"> <li>Passed class 10 from Government Recognized Education Board.</li> <li>Trade certificate in Welder trade from Government Recognized Institute.</li> <li>Must have minimum 02(Two) years of post-qualification work experience in welding jobs and gas cutting related jobs / portable grinding machine jobs in Govt./Semi-Govt/PSU/Public Limited Organizations. The candidate should be well conversant with welding positions of metal arc welding process as per AWS (American Welding Society).</li> </ul> | <table border="1"> <thead> <tr> <th>Category</th> <th>Min</th> <th>Max</th> </tr> </thead> <tbody> <tr> <td>General</td> <td>18</td> <td>30</td> </tr> <tr> <td>OBC-NCL</td> <td>18</td> <td>33</td> </tr> <tr> <td>SC/ST</td> <td>18</td> <td>35</td> </tr> </tbody> </table> | Category | Min                                 | Max | General | 18 | 30 | OBC-NCL | 18 | 33 | SC/ST | 18 | 35 |  | <ul style="list-style-type: none"> <li><b>Fixed Emolument:</b><br/>₹16,640.00 (Rupees Sixteen Thousand Six Hundred and Forty) only per month based on attendance including paid leave, holiday, if any.</li> <li><b>Variable Emolument:</b><br/>₹640.00 (Rupees Six Hundred and Forty) only per day for each working day.</li> </ul> |
| Category | Min   | Max   |  |          |                                     |     |         |    |    |         |    |    |       |    |    |  |  |
| General  | 18  | 30  |  |          |                                     |     |         |    |    |         |    |    |       |    |    |  |  |
| OBC-NCL  | 18  | 33  |  |          |                                     |     |         |    |    |         |    |    |       |    |    |  |  |
| SC/ST    | 18  | 35  |  |          |                                     |     |         |    |    |         |    |    |       |    |    |  |  |
| 02       | Contractual Assistant Fitter<br><b>02 nos.</b>          | <ul style="list-style-type: none"> <li>Passed Class 10 from Government Recognized Education Board.</li> <li>Trade certificate in Fitter trade from Government Recognized Institute.</li> <li>Must have minimum 02 (Two) years post qualification work experience in maintenance of Centrifugal pump sets/Iron Removal (IR) filters/Fabrication of pipeline jobs/Water Supply set up/ maintenance of mechanical workshop setup or Installation in Govt. / Semi Govt./ PSU / Public Limited Organizations.</li> </ul>                                 | <table border="1"> <thead> <tr> <th>Category</th> <th>Min</th> <th>Max</th> </tr> </thead> <tbody> <tr> <td>General</td> <td>18</td> <td>30</td> </tr> <tr> <td>OBC-NCL</td> <td>18</td> <td>33</td> </tr> <tr> <td>SC/ST</td> <td>18</td> <td>35</td> </tr> </tbody> </table> | Category | Min                                 | Max | General | 18 | 30 | OBC-NCL | 18 | 33 | SC/ST | 18 | 35 |  |  |
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| SC/ST    | 18  | 35  |  |          |                                     |     |         |    |    |         |    |    |       |    |    |  |  |
| 03       | Contractual Assistant Diesel Mechanic<br><b>05 nos.</b> | <ul style="list-style-type: none"> <li>Passed Class 10 from Government Recognized Education Board.</li> <li>Trade certificate in Diesel Mechanic trade from Government Recognized Institute.</li> <li>Must have minimum 02 (Two) years post qualification work experience in maintenance of diesel or gas engines/ reciprocating or centrifugal pump sets/ reciprocating or screw air compressors in Oil and Gas Industry.</li> </ul>   | <table border="1"> <thead> <tr> <th>Category</th> <th>Min</th> <th>Max</th> </tr> </thead> <tbody> <tr> <td>General</td> <td>18</td> <td>30</td> </tr> <tr> <td>OBC-NCL</td> <td>18</td> <td>33</td> </tr> <tr> <td>SC/ST</td> <td>18</td> <td>35</td> </tr> </tbody> </table> | Category | Min                                 | Max | General | 18 | 30 | OBC-NCL | 18 | 33 | SC/ST | 18 | 35 |  |  |
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| SC/ST    | 18  | 35  |  |          |                                     |     |         |    |    |         |    |    |       |    |    |  |  |

| 04       | Contractual Electrical Supervisor<br><br><b>05 nos.</b>     | <ul style="list-style-type: none"> <li>Passed Class 10 from Government Recognized Education Board.</li> <li>Passed 03 (Three) years Diploma in Electrical Engineering discipline from Government Recognized Polytechnic.</li> <li>Must possess valid Electrical Supervisory Certificate of Competency with authorization for Part- 1, 2, 3, 4 &amp; 8(Mining) issued by Electrical Licensing Board, Government of Assam.</li> <li>Must have minimum 03(Three) years post qualification relevant work experience in Drilling / Workover Rig with expertise in carrying out fault-finding analysis, rectification of fault, operation and maintenance of all the electrical equipment of Drilling/ Workover Rig.</li> </ul> | <table border="1"> <thead> <tr> <th>Category</th> <th>Min</th> <th>Max</th> </tr> </thead> <tbody> <tr> <td>General</td> <td>18</td> <td>35</td> </tr> <tr> <td>OBC-NCL</td> <td>18</td> <td>38</td> </tr> <tr> <td>SC/ST</td> <td>18</td> <td>40</td> </tr> </tbody> </table> | Category | Min | Max | General | 18 | 35 | OBC-NCL | 18 | 38 | SC/ST | 18 | 40 | <ul style="list-style-type: none"> <li><b>Fixed emolument:</b><br/>₹19,500.00 (Rupees Nineteen Thousand and Five Hundred) only per month based on attendance including paid leave, holiday, if any.</li> <li><b>Variable emolument:</b><br/>₹750.00 (Rupees Seven Hundred and fifty) only per day for each working day.</li> </ul> |
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| SC/ST    | 18  | 40  |  |          |     |     |         |    |    |         |    |    |       |    |    |  |
| 05       | Contractual Gas Logger<br><br><b>08 nos.</b>                | <ul style="list-style-type: none"> <li>Passed 10+2 in Science Stream from Government Recognized Education Board/University.</li> <li>Must have minimum 01(One) year post qualification relevant work experience in gas logging.</li> </ul>  | <table border="1"> <thead> <tr> <th>Category</th> <th>Min</th> <th>Max</th> </tr> </thead> <tbody> <tr> <td>General</td> <td>18</td> <td>35</td> </tr> <tr> <td>OBC-NCL</td> <td>18</td> <td>38</td> </tr> <tr> <td>SC/ST</td> <td>18</td> <td>40</td> </tr> </tbody> </table> | Category | Min | Max | General | 18 | 35 | OBC-NCL | 18 | 38 | SC/ST | 18 | 40 | <ul style="list-style-type: none"> <li><b>Fixed Emolument:</b><br/>₹16,640.00 (Rupees Sixteen Thousand Six Hundred and Forty) only per month based on attendance including paid leave, holiday, if any.</li> </ul>   |
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| SC/ST    | 18  | 40  |  |          |     |     |         |    |    |         |    |    |       |    |    |  |
| 06       | Contractual Assistant Rig Electrician<br><br><b>10 nos.</b> | <ul style="list-style-type: none"> <li>Passed Class 10 from Government Recognized Education Board.</li> <li>Passed 02 (two) years course of Electrician trade from Government Recognized Institute.</li> <li>Must possess valid Electrical Workman's Permit with authorization for Part/Class-I &amp; II issued by Electrical Licensing Board, Government of Assam.</li> <li>Must have minimum 02(Two) years post qualification relevant work experience of operation and maintenance of electrical equipment in Drilling / WorkoverRig with proper knowledge and skills in reading circuits, communicating, detecting and rectifying faults.</li> </ul>  | <table border="1"> <thead> <tr> <th>Category</th> <th>Min</th> <th>Max</th> </tr> </thead> <tbody> <tr> <td>General</td> <td>18</td> <td>35</td> </tr> <tr> <td>OBC-NCL</td> <td>18</td> <td>38</td> </tr> <tr> <td>SC/ST</td> <td>18</td> <td>40</td> </tr> </tbody> </table> | Category | Min | Max | General | 18 | 35 | OBC-NCL | 18 | 38 | SC/ST | 18 | 40 | <ul style="list-style-type: none"> <li><b>Variable Emolument:</b><br/>₹640.00 (Rupees Six Hundred and Forty) only per day for each working day.</li> </ul>   |
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| SC/ST    | 18  | 40  |  |          |     |     |         |    |    |         |    |    |       |    |    |  |

| 07       | Contractual Chemical Assistant<br><b>10 nos.</b>      | <ul style="list-style-type: none"> <li>Passed B.Sc. with Chemistry as one of the subjects from Government recognized University.</li> <li>Must have minimum 01 year post qualification work experience in chemical activities-fields/lab in Upstream Oil &amp; Gas Industry.</li> </ul>  | <table border="1"> <thead> <tr> <th>Category</th> <th>Min</th> <th>Max</th> </tr> </thead> <tbody> <tr> <td>General</td> <td>18</td> <td>40</td> </tr> <tr> <td>OBC-NCL</td> <td>18</td> <td>43</td> </tr> <tr> <td>SC/ST</td> <td>18</td> <td>45</td> </tr> </tbody> </table> | Category | Min | Max | General | 18 | 40 | OBC-NCL | 18 | 43 | SC/ST | 18 | 45 | <ul style="list-style-type: none"> <li><b>Fixed emolument:</b><br/>₹19,500.00 (Rupees Nineteen Thousand and Five Hundred) only per month based on attendance including paid leave, holiday, if any.</li> <li><b>Variable emolument:</b><br/>₹750.00 (Rupees Seven Hundred and fifty) only per day for each working day.</li> </ul>   |
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| General  | 18  | 40   |  |          |     |     |         |    |    |         |    |    |       |    |    |  |
| OBC-NCL  | 18  | 43   |  |          |     |     |         |    |    |         |    |    |       |    |    |  |
| SC/ST    | 18  | 45   |  |          |     |     |         |    |    |         |    |    |       |    |    |  |
| 08       | Contractual Assistant Mechanic-Pump<br><b>17 nos.</b> | <ul style="list-style-type: none"> <li>Passed Class 10 from Government Recognized Education Board.</li> <li>Trade certificate in Mechanic Diesel / Fitter trade from Government Recognized Institute.</li> <li>Must have minimum 02(Two) years post qualification relevant work experience as Assistant Mechanic (Pump). Should have knowledge of operation and maintenance of centrifugal and reciprocating pumps.</li> </ul> | <table border="1"> <thead> <tr> <th>Category</th> <th>Min</th> <th>Max</th> </tr> </thead> <tbody> <tr> <td>General</td> <td>18</td> <td>35</td> </tr> <tr> <td>OBC-NCL</td> <td>18</td> <td>38</td> </tr> <tr> <td>SC/ST</td> <td>18</td> <td>40</td> </tr> </tbody> </table> | Category | Min | Max | General | 18 | 35 | OBC-NCL | 18 | 38 | SC/ST | 18 | 40 | <ul style="list-style-type: none"> <li><b>Fixed Emolument:</b><br/>₹16,640.00 (Rupees Sixteen Thousand Six Hundred and Forty) only per month based on attendance including paid leave, holiday, if any.</li> <li><b>Variable Emolument:</b><br/>₹640.00 (Rupees Six Hundred and Forty) only per day for each working day.</li> </ul> |
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| SC/ST    | 18  | 40   |  |          |     |     |         |    |    |         |    |    |       |    |    |  |
| 09       | Contractual Drilling Rigmans<br><b>26 nos.</b>        | <ul style="list-style-type: none"> <li>Passed Class 10 from Government Recognized Education Board.</li> <li>Trade certificate in any trade from Government Recognized Institute.</li> <li>Must have minimum 04(Four) years post qualification relevant drilling rig work experience as topman/floorman in drilling rigs.</li> </ul>  | <table border="1"> <thead> <tr> <th>Category</th> <th>Min</th> <th>Max</th> </tr> </thead> <tbody> <tr> <td>General</td> <td>18</td> <td>35</td> </tr> <tr> <td>OBC-NCL</td> <td>18</td> <td>38</td> </tr> <tr> <td>SC/ST</td> <td>18</td> <td>40</td> </tr> </tbody> </table> | Category | Min | Max | General | 18 | 35 | OBC-NCL | 18 | 38 | SC/ST | 18 | 40 | <ul style="list-style-type: none"> <li><b>Variable Emolument:</b><br/>₹640.00 (Rupees Six Hundred and Forty) only per day for each working day.</li> </ul>   |
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| SC/ST    | 18  | 40   |  |          |     |     |         |    |    |         |    |    |       |    |    |  |
| 10       | Contractual Assistant Mechanic-ICE<br><b>31 nos.</b>  | <ul style="list-style-type: none"> <li>Passed Class 10 from Government Recognized Education Board.</li> <li>Trade certificate in Mechanic Diesel trade from Government Recognized Institute.</li> <li>Must have minimum 02 (Two) years post qualification relevant work experience. Should have knowledge on operation of ICE engines.</li> </ul>  | <table border="1"> <thead> <tr> <th>Category</th> <th>Min</th> <th>Max</th> </tr> </thead> <tbody> <tr> <td>General</td> <td>18</td> <td>35</td> </tr> <tr> <td>OBC-NCL</td> <td>18</td> <td>38</td> </tr> <tr> <td>SC/ST</td> <td>18</td> <td>40</td> </tr> </tbody> </table> | Category | Min | Max | General | 18 | 35 | OBC-NCL | 18 | 38 | SC/ST | 18 | 40 | <ul style="list-style-type: none"> <li><b>Variable Emolument:</b><br/>₹640.00 (Rupees Six Hundred and Forty) only per day for each working day.</li> </ul>   |
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| SC/ST    | 18  | 40   |  |          |     |     |         |    |    |         |    |    |       |    |    |  |

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

**Total Reservation: { UR - 47; SC- 09; ST- 15; OBC (NCL) – 33; EWS-11 }**

**Note:**

(i). Reservation and age relaxation in applicable category(s) i.e., SC/ST/OBC(NCL)/EWS/ 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, EWS: Economically Weaker Sections, PwBD: Persons with Benchmark Disabilities, ESM: Ex-Servicemen.

(iii). 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 maybe extendable after requisite interval for subsequent period of 06 (Six) months only depending on the departmental requirement, job performance, conduct, physical fitness etc., as applicable. The total period of above contractual engagement will be maximum 12 (Twelve) months only.

## 2.0 Selection Procedure:

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

| Contractual Engagement                | Date and Time of Registration*         | Date of Walk-in-Practical/ Skill Test cum Personal Assessment(s) | Venue   |
|---------------------------------------|--|--|---|
| Contractual Assistant Welder          | 16/08/2021<br>07:00 A.M. to 11:00 A.M. | 16/08/2021 <sup>#</sup>  | Employee Welfare Office,<br>Nehru Maidan,<br>Oil India Limited,<br>Duliajan |
| Contractual Assistant Fitter          | 18/08/2021<br>07:00 A.M. to 11:00 A.M. | 18/08/2021 <sup>#</sup>  |   |
| Contractual Drilling Rigman           | 19/08/2021<br>07:00 A.M. to 11:00 A.M. | 19/08/2021 <sup>#</sup>  |   |
| Contractual Assistant Diesel Mechanic | 20/08/2021<br>07:00 A.M. to 11:00 A.M. | 20/08/2021 <sup>#</sup>  |   |
| Contractual Electrical Supervisor     | 23/08/2021<br>07:00 A.M. to 11:00 A.M. | 23/08/2021 <sup>#</sup>  |   |
| Contractual Assistant Mechanic- Pump  | 23/08/2021<br>07:00 A.M. to 11:00 A.M. | 23/08/2021 <sup>#</sup>  |   |
| Contractual Gas Logger                | 25/08/2021<br>07:00 A.M. to 11:00 A.M. | 25/08/2021 <sup>#</sup>  |   |
| Contractual Assistant Mechanic-ICE    | 27/08/2021<br>07:00 A.M. to 11:00 A.M. | 27/08/2021 <sup>#</sup>  |   |
| Contractual Assistant Rig Electrician | 30/08/2021<br>07:00 A.M. to 11:00 A.M. | 30/08/2021 <sup>#</sup>  |   |
| Contractual Chemical Assistant        | 02/09/2021<br>07:00 A.M. to 11:00 A.M. | 02/09/2021 <sup>#</sup>  |   |

### Note:

\* **In view of the ongoing scenario of COVID-19 pandemic, candidates will have to compulsorily bring RAT test report with a negative test result for entering the venue. Candidates will have to do the test at their own cost (if any) and the test should be done only on the day before the date of registration for the Walk-in-Practical/ Skill Test cum Personal Assessment(s).**

#. If the total number of candidate(s) registered for the Walk-in-Practical/Skill Test cum Personal Assessment(s) on the above scheduled date(s) is beyond the adequate limit/capacity, please notethat the Walk-in-Practical/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-Practical/Skill Test cum Personal Assessment(s) for the registered candidates may be carriedforward on subsequent days as applicable, which will be informed to the candidate on the date of the registration.

b) On the above scheduled date(s) of registration, the candidate(s) will have to register themselves for the Walk-in-Practical/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 herein above.

- c) Interested candidate(s) should **fill the Personal Bio-Data (given on the last two pages of this advertisement)** and bring it along with the following documents on the above scheduled date(s) for the Walk-in-Practical/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 the concerned Government Recognised Education Board; Document(s)/Certificate(s)/Testimonial(s) of essential qualification, as applicable, valid Electrical Workman's Permit/valid Electrical Supervisory Certificate of Competency from Electrical Licensing Board, Government of Assam, 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 Income and Asset Certificate to be produced by Economically Weaker Sections issued by the 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.
    - No-Objection Certificate from concerned employer, in original, in case the applicant is working in any organisation.
  - d) Before registering for Walk-in-Practical/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-Practical/Skill Test cum Personal Assessment(s). During the process of Walk- in-Practical/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-Practical/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-Practical/Skill Test cum Personal Assessment(s).**
  - e) The process of Walk-in-Practical/Skill Test cum Personal Assessment(s) will proceed as per the list of candidate(s) registered for the same.
  - f) The pass marks of the Walk-in-Practical/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-Practical/Skill Test cum Personal Assessment(s) will be only on the basis of merit as per the marks obtained in the Walk-in-Practical/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-Practical/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-Practical/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-Practical/Skill Test cum Personal Assessment(s)/disqualified at any time during the Walk-in-Practical/Skill Test cum Personal Assessment(s) process.
- (e) Candidates have to make their own arrangements to appear for the Walk-in-Practical/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-Practical/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) The selected candidate(s) will have to submit a character and antecedents verification certificate i.e. Police verification certificate/report from concerned authorities at the time of engagement.
- (l) Candidate(s) working in any organization, if selected, has to submit release letter, in original, from the present employer at the time of engagement.
- (m) The selected candidate(s) will have to arrange accommodation at his/her own cost during the period of the above contractual engagement.
- (n) The selected candidate(s) will be liable to be placed in any location as deemed fit by the competent authority.
- (o) 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.
- (p) 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.
- (q) 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-Practical/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 further 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.**

\*\*\*\*\*

**For office use only:**  
Selection Category:  
\_\_\_\_\_

# OIL INDIA LIMITED

(A Government of India Enterprise)  
DULIAJAN

Recent 3cm x 3cm  
coloured  
photograph

## PERSONAL BIO-DATA (CONTRACTUAL ENGAGEMENT)

Statement of Shri/Smt. \_\_\_\_\_ given at the time of Walk-in-Practical/Skill Test cum  
Personal Assessment held on \_\_\_\_\_ for the contractual engagement requirement of  
\_\_\_\_\_.

1. **Name in Full** (in block letters) : .....
2. **Date of Birth** (DD/MM/YYYY) : ..... 3. **Religion** : .....
4. **Gender** : ..... 5. **Mother Tongue** : .....
6. **Father's Name** : .....
7. **Mother's Name** : .....
8. **Identification Mark** : .....
9. **Caste (SC/ST/OBC/Gen)** : ..... Sub-Caste : .....
10. **Do you belong to Non-Creamy Layer category:** Yes  No  (Please put ✓ as applicable)
11. **Do you belong to Economically Weaker Sections (EWS) category:** Yes  No  (Please put ✓ as applicable)
12. **Marital Status** : **Married**  **Unmarried**  (Please put ✓ as applicable)
13. **Name of Spouse, if married** : .....
14. **Other Recognised Category** : 

|   |  |
|---|--|
| Ex-Servicemen<br>(Mention length of Service in Defence) | Persons with Benchmark Disability<br>(Mention category & percentage of disability) |
|   |  |

15. **(A) Educational Qualification** (acquired as on date):

| Exam Passed | Board/University/Institute | Percentage of Marks | Year of Passing |
|-------------|----------------------------|---------------------|-----------------|
|             |                            |                     |                 |
|             |                            |                     |                 |
|             |                            |                     |                 |
|             |                            |                     |                 |
|             |                            |                     |                 |

**(B) Other Qualification - Licence/Permit etc.** (acquired as on date):

| Licence/Permit etc. | Board/Authority/Institution | Part/Class etc. | Licence/Permit etc. No. | Valid till |
|---------------------|-----------------------------|-----------------|-------------------------|------------|
|                     |                             |                 |                         |            |
|                     |                             |                 |                         |            |

16. **Work Experience:**

| Designation | Employer's Name & Address | Duration |    |
|-------------|---------------------------|----------|----|
|             |                           | From     | To |
|             |                           |          |    |
|             |                           |          |    |

N.B: Self-attested copies enclosed, where applicable

Signature of candidate: \_\_\_\_\_

Date: \_\_\_\_\_



17. **Apprenticeship training, if any:**

| Trade / Discipline | Organization's Name & Address | Duration of Apprenticeship Training |    |
|--------------------|-------------------------------|-------------------------------------|----|
|                    |                               | From                                | To |
|                    |                               |                                     |    |
|                    |                               |                                     |    |

18. **a) Communication/ Mailing/ Present Address:**

Vill/Town/ Place : .....

P.O. : ..... PIN : .....

Police Station : ..... District : .....

State : ..... Contact No. : .....

E-mail ID : .....

**b) Permanent Address:**

Vill/Town/ Place : .....

P.O. : ..... PIN : .....

Police Station : ..... District : .....

State : .....

19. **Address Proof Certificate (Enclosed): (Please put a ✓ tick in the box)**

|                      |                          |                           |                          |                         |                          |
|----------------------|--------------------------|---------------------------|--------------------------|-------------------------|--------------------------|
| Driving Licence      | <input type="checkbox"/> | Voter ID Card             | <input type="checkbox"/> | Bank Pass Book          | <input type="checkbox"/> |
| Indian Passport      | <input type="checkbox"/> | LPG Cylinder Issuing Book | <input type="checkbox"/> | Recent Electricity Bill | <input type="checkbox"/> |
| Recent Landline Bill | <input type="checkbox"/> | Govt. Ration Card         | <input type="checkbox"/> | Aadhaar Card            | <input type="checkbox"/> |

20. **Criminal Cases: (Please put a ✓ tick in the appropriate answer)**

|  | <u>YES</u>               | <u>NO</u>                |
|--|--------------------------|--------------------------|
| a) Is there any criminal case pending before any Court?                    | <input type="checkbox"/> | <input type="checkbox"/> |
| b) Have you ever been arrested?  | <input type="checkbox"/> | <input type="checkbox"/> |
| c) Have you ever been prosecuted?  | <input type="checkbox"/> | <input type="checkbox"/> |
| d) Have you ever been in Jail or Police Custody?                           | <input type="checkbox"/> | <input type="checkbox"/> |
| e) Have you ever been fined by the Government Authority?                   | <input type="checkbox"/> | <input type="checkbox"/> |
| f) Have you ever been convicted by a Court of Law?                         | <input type="checkbox"/> | <input type="checkbox"/> |
| g) Have you ever been debarred from appearing in any examination?          | <input type="checkbox"/> | <input type="checkbox"/> |
| h) Have you ever been rusticated by any Educational authority/Institution? | <input type="checkbox"/> | <input type="checkbox"/> |

21. I, Shri/Smt. \_\_\_\_\_, hereby solemnly declare that the above information is duly filled by me and is true to the best of my knowledge. If any false/incorrect declaration/information has been made/provided by me herein, I will be liable for cancellation/disqualification at any stage of my contractual engagement and for such action as deemed fit in this regard.

\* N.B: Self-attested copies enclosed, where applicable

**Signature:** \_\_\_\_\_  
**Full Name:** \_\_\_\_\_  
**Date:** \_\_\_\_\_