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Marketing Division

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Southern Region

## All India Open Recruitment of Experienced Non-Executive Personnel in Workmen category

Advt. No. IOCL/MKTG/SR/REC/2022

Dated: 9<sup>th</sup> July 2022

### Detailed Advertisement

Indian Oil Corporation Ltd. (IOCL) is a diversified, Integrated Energy Major with presence in Oil, Gas, Petrochemicals and Alternative Energy sources. Empowered with the 'Maharatna' status, the organization renders overriding prominence to the energy needs of the country and aspires to be 'The Energy of India' and 'A Globally Admired Company'. Indian Oil Corporation Ltd. has been featuring year after year among India's Best Companies to Work with and has been recognized as a Best Employer among Nation-Builders. Delivering Energy at the Doorstep and Services at a click, IndianOil has recorded an all-time high Profit after Tax of Rs.21,836 Crore in FY 2020-21 and is on path to an even greater glory.

- On-line registration of application commences from 9<sup>th</sup> July 2022 at 10:00 hrs and closes on 29<sup>th</sup> July 2022 at 22:00 hrs
- The link to the on-line registration of the application has been hosted on the website <https://www.iocl.com/PeopleCareers/job.aspx>
- Tentative Date of Written Test is 21<sup>st</sup> August 2022
- Tentative Date of uploading the result of shortlisted candidates of the Written Test for Document Verification and Skill / Proficiency / Physical Test (Driving Test) is 6<sup>th</sup> September 2022
- Tentative Date for Document Verification & SPPT (Driving Test) for shortlisted candidates is from 20<sup>th</sup> to 24<sup>th</sup> September 2022
- Tentative Date for uploading Final Result is 14<sup>th</sup> October 2022

Indian Oil Corporation Limited, the largest commercial undertaking in India and a Fortune "Global 500" company requires result oriented experienced personnel with initiative and enterprise for its various locations in the Southern States of Telangana, Karnataka, Tamil Nadu & Puducherry as per the details given below:

On-line Applications are invited from bright, young and energetic persons of Indian Nationality for selection to the following posts in the pay scale of Rs. 23,000 – 78,000/-.

#### A. Number of Posts & Reservations:

Post Code	Name of the Post	State	Total	UR	EWS	SC	ST	OBC (NCL)	ExSM*
101	Junior Operator (Aviation) Gr. I	Telangana	5	3	0	1	0	1	1*
102	Junior Operator (Aviation) Gr. I	Karnataka	6	4	0	0	1	1	1*
103	Junior Operator (Aviation) Gr. I	Tamil Nadu & Puducherry	28	16	2	2	0	7+1#	7*
#1(One) OBC Backlog vacancy in Tamil Nadu & Puducherry									
*Prescribed reservations for Ex-Servicemen will be applied on horizontal basis as per Govt. guidelines									
<b>The above advertised posts are not identified for Persons with Benchmark Disability (PwBD)</b>									
UR-Un-Reserved, EWS-Economically Weaker Section, SC- Scheduled Caste, ST-Scheduled Tribe, OBC(NCL)-Other Backward Class-NonCreamy Layer, PwBD- Persons with Benchmark Disability, ExSM- Ex-Servicemen									

Note:

1. Number of vacancies indicated above is tentative and may increase or decrease in the relevant categories at the absolute discretion of the management and in compliance with the Presidential Directives on reservation at the time of appointment.
2. Positions are operated with work arrangements in one, two or three shifts. Incumbents may be required to perform duties in any of the work arrangements depending upon work exigencies.
3. Reservation for Ex- Servicemen (ExSM) shall be applied on Horizontal basis.
4. Candidates recruited under vacancies reserved for EWS/SC/ST/OBC(NON-CREAMY LAYER) / ExSM category will be posted in the respective State for which vacancies have been specified. However, the employees of the Corporation are liable to be posted anywhere in India in line with Business requirement of the Corporation and as per policy prevailing from time to time.

#### B. Qualification & Experience Criteria:

Post Code	Name of the Post	Qualification (Government recognized Full Time Regular Course from Education Boards in India)	Experience
101,102 and 103	Junior Operator (Aviation) Gr.I	Higher Secondary (Class XII) with minimum of 45% marks in aggregate for General, EWS & OBC candidates and 40% incase of SC/ST candidates against reserved positions with valid Heavy Vehicle Driving License issued by the Regional Transport Authority.	Minimum one year work Experience in Heavy Vehicle driving (excluding training) i.e.one year experience after acquiring HMV License.

#### C. Important Instructions:

1. A candidate is allowed to apply for a post under **one** State only. In case of receipt of application for more than one State, all the applications will be summarily rejected.
2. Qualification for the purpose of this clause would mean the qualification based on which candidature is offered or considered as claimed by a candidate. Prescribed qualification shall be strictly adhered to.
3. Candidates should have passed the qualifying examinations as indicated above in **regular full-time course**. The prescribed qualification should be from a recognized Board of Education in India. **The required qualification acquired through Part-time / Correspondence / Distance Learning / Open School mode shall render the candidate ineligible.**
4. The criteria for full time regular course shall not be insisted upon in case of Ex-Servicemen, provided they possess a requisite equivalent qualification that has been acquired during the service period and is recognized by respective Defence service / MHRD, Government of India for the purpose of Employment and have secured the prescribed minimum percentage of marks.
5. Ex-servicemen claiming equivalence in qualification shall be required to produce a copy of equivalence certificate by the concerned Ministry.
6. Ex-servicemen candidates who, in addition to induction level qualification prescribed for the notified post, possess additional / higher qualification certificate issued by the Armed Forces during service with them, will be considered for appearing in Written Test and further selection process provided they give a declaration to the effect that he/she will not make any claim for availing any benefit on the basis of additional / higher qualification certificate issued to him by the Armed Forces.
7. No claim of possession of a qualification equivalent to a prescribed qualification shall be entertained, except for Ex-Servicemen.
8. Candidates possessing higher qualification other than the prescribed induction qualification shall not be considered for the above notified posts and should not apply as their candidature shall not be considered.
9. Candidates who are pursuing higher qualification on the date of final submission of online application but have acquired / completed the same subsequently at the time of SPPT (Driving Test), shall not be eligible for selection and shall not be allowed to appear for SPPT (Driving Test).
10. The candidature of the applicant would be **provisional** and subject to subsequent verification of certificates / testimonials, Medical fitness as per Corporation guidelines etc.
11. Suppression of information regarding possession or pursuing higher qualification shall render a candidate ineligible for consideration at any stage of selection and termination at any time during employment, if recruited.
12. Candidates who are registered with Local Employment Exchange(s) / District Sainik Resettlement Board and meeting the prescribed eligibility criteria, whose names are sponsored against this notification, are advised to apply through On-line mode only, failing which their candidature will not be considered.
13. Candidates are hereby informed that any Corrigendum/ Addendum etc., with regard to this advertisement will be made available on (<https://www.iocl.com/PeopleCareers/job.aspx>) ONLY. Candidates are advised to refer to the above website periodically for updates. All future correspondence with respect to the advertised posts will be made only through (<https://www.iocl.com/PeopleCareers/job.aspx>).

#### D. Selection Methodology:

1. The selection methodology will comprise of Written Test and Skill Proficiency Physical Test (Driving Test) which will be of qualifying nature. The written test will assess the candidates on the following parameters: -

Name of the Post	Parameters	No. of Questions
Junior Operator (Aviation) - Gr.I	Generic aptitude including quantitative aptitude	40
	Reasoning abilities	40
	Basic English Language skills	20
	Total	100

- Written Test shall be of Objective Type Multiple Choice Questions (MCQ's) consisting of 4 options with one correct option. Candidate have to choose the correct option in the OMR sheet provided during the Written Test.
- There shall be 100 questions in the Written Test and total marks shall be 100. Each correct answer shall carry 1 mark and there shall be no negative marking for wrong answers.
- Duration of Written Test shall be of **90 minutes**.
- For qualifying in the written test, overall cut-off marks would be 50% for General / EWS / OBC (Non Creamy Layer) Candidates and sectional cut-off marks would be 40%. Candidates should secure both the overall and sectional cut-off marks in written test for further consideration.
- The minimum qualifying overall cut-off marks and sectional cut-off marks in the written test will be relaxed by 5% for candidates belonging to SC/ST categories considered against reserved positions.
- Obtaining minimum qualifying marks in the written test does not confer any right or claim by the candidate for being shortlisted for further consideration or the final selection, as the same is related to number of positions, ratio applied and relative performance in the respective categories.
- Shortlisted candidates, in the ratio of 1:2 (two candidates for one post, with due cognizance to number of reserved posts) subject to securing minimum qualifying marks in the written test, will be required to undergo SPPT (Driving Test). The SPPT(Driving Test) shall be conducted by a duly constituted committee.
- In case of tie of marks in the written test for the last position on the Shortlist for SPPT(Driving Test) all such candidates shall be called for the SPPT(Driving Test), even if the total number exceeds the prescribed ratio. If such a situation arises anywhere before the last position while drawing a list, the last name / last few names, in proportion to the prescribed ratio, will get eliminated.
- In SPPT (Driving Test), the technical skill / proficiency / physical ability to handle / operate the vehicle/equipment's of the respective discipline of the shortlisted candidates shall be assessed.
- Category-wise Merit list shall be drawn on the basis of marks obtained in the written test, from and out of the said short-list, only for such candidates declared FIT in SPPT (Driving Test).
- In case of tie of marks for the last position on the Merit List, the candidate with prior date of birth (senior by age) shall find a place in the Merit list. However, the name of the junior shall also be retained in the said Merit List, as the last name. If such a situation arises anywhere before the last position while drawing a list, the last name / last few names in the list, in proportion to the prescribed ratio, will get eliminated.
- Candidates qualifying in SPPT (Driving Test) but not finding place in Merit List can be retained in the waitlist against candidates not joining from Merit List.
- Ex-Servicemen candidates, if found suitable, will be considered against reserved vacancy irrespective of their position in Merit list (in order of merit within the category) on horizontal reservation policy.
- The candidature of the applicant would be provisional and subject to subsequent verification of certificates / testimonials, experience, Medical fitness as per Corporation guidelines etc. At any stage of selection process, if it is found that the candidate has furnished false or incorrect information, the candidature / appointment of the candidate will be cancelled.
- Filling-up of vacancies is solely at the discretion of the management based on suitability of candidates and no claim will arise for appointment, if some of these vacancies are not filled due to unsuitability of available candidates or insufficiency in number of candidates.
- The decision of the Management will be final and binding on all candidates on all matters relating to eligibility, acceptance or rejection of the application, mode of selection, cancellation of the selection process either in part or full, etc. No correspondence will be entertained in this regard.

E. Reservation for SC/ST/OBC (Non–Creamy Layer)/ExSM and EWS:

- Reservation of Posts for SC/ST/OBC (Non–Creamy Layer) ExSM and EWS candidates and relaxations thereof will be in terms of numbers indicated above / as per Govt. Guidelines. Reservation for EWS candidates shall be as per Government Guidelines in this regard vide Department of Public Enterprises’ O.M. 20(10)/99-DPE-GM-Part 2019-FTS-1517 dtd 25.01.2019 and Department of Personnel & Training’s O.M. No. 36039/1/2019-Estt(Res) dated 31.01.2019 will be in terms of numbers indicated above.
- EWS/SC/ST/OBC (Non–Creamy Layer) candidates can be considered under General standard of merit against the un-reserved posts provided no relaxation in age, qualification, etc. is availed of / extended to them.
- For claiming the benefit of OBC (Non–Creamy Layer) category, the candidate should submit a latest caste certificate (not more than six months old on the date of joining) in the proforma prescribed by Govt. of India, which would, among others specifically mention that the candidate does not belong to the persons / sections (creamy layer) as mentioned in column 3 of the schedule to the Department of Personnel & Training, Government of India OM No. 36012/22/93- Estt.(SCT) dated 08.09.1993 and modifications issued vide OM No. 36033/1/2013-Estt.(Res.) dated 13-09-2017.
- Candidates belonging to OBC category but falling in creamy layer are not entitled to OBC reservation benefits. Accordingly, such candidates may choose to apply for the positions provided they meet the age criteria applicable to “General” candidates and indicate their category as "General". Indian Oil Corporation Ltd. being a Central Public Sector Undertaking, only those communities that are mentioned in the Central list of OBC as approved by Government of India shall be treated as OBC for the purpose of reservation. Relevant List can be viewed at <http://www.ncbc.nic.in>.
- For claiming the benefit applicable to Economically Weaker Section Category (EWS), candidates have to produce latest Income and Asset Certificate issued by the Competent Authority, in the prescribed format, failing which such candidates would be considered as General category. The Income and Asset Certificate shall be valid for the financial year 2022-23 and shall be prepared on the basis of income and asset verification for the financial year 2021-22.
- Such candidate from Armed Forces, who has been released / retired / discharged from Armed Forces and qualified as an Ex-servicemen is required to submit an undertaking {Form of Undertaking to be given by Candidates Applying for Civil Posts under Ex-Servicemen Category} duly signed by him stating that he has not secured any appointment on the civil side prior to this appointment, along with his application, which is to be produced at the time of attending SPPT (Driving test). The prescribed proforma are available on website <https://www.iocl.com/PeopleCareers/job.aspx>

F. Other Concessions / Relaxations to SC&ST

- The minimum prescribed qualification marks will be relaxed by 5% for candidates belonging to SC/ST categories considered against reserved positions.
- The minimum qualifying overall cut-off marks and sectional cut-off marks in the written test will be relaxed by 5% for candidates belonging to SC/ST categories considered against reserved positions.
- SC/ST candidates called for Written Test and SPPT (Driving Test) will be reimbursed single II class rail fare from the nearest railway station of the mailing address to the place of Written Test and SPPT (Driving Test), if shortlisted and back by the shortest route on production of ticket, provided the distance is not less than 30 Km. Candidates are advised to submit their bank details in the format along with Proof of Travel in Originals, Travelling Expenses Claim Form available on IOCL application Page, copy of cancelled Cheque or Passbook, after the completion of Written Test & SPPT (Driving Test) for reimbursement of Travelling expenses. Fare reimbursement shall be made through on-line payment system.
- SC/ST candidates are exempted from payment of application fee.

G. Minimum & Maximum Age Limit and Relaxations to SC/ST/OBC (Non–Creamy Layer) and ExSM

- Minimum 18 years and Maximum age shall be 26 years for General & EWS category candidates.
- Mark sheet issued by a Board of Secondary Education for passing Matriculation (Class X) Examination shall be the only acceptable document in support of age. However, where date of birth is not mentioned in the Matriculation (Class X) Mark sheet of a Board, the date of birth may be verified from Admit Card/Passing Certificate of the Board.
- Relaxation in upper age limit upto 5 years for SC/ST and 3 years for OBC(Non–Creamy Layer) candidates considered against reserved positions.
- Relaxation in upper age limit by 5 years, in addition to all other age relaxations given to SC / ST/OBC (Non-creamy Layer) as per Government norms, 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.
- Reservation for Ex Servicemen will be applied on horizontal basis, across all categories, as per Govt. i.e., in case of ExSM, Period of actual military service will be deducted from his actual age and if the resultant age does not exceed the maximum age limit by more than three years, he shall be considered to be fulfilling the age criteria.
- ExSM candidates belonging to SC/ST/OBC (NCL) categories shall be eligible for grant of cumulative age relaxation under the respective categories.
- The criteria for full time regular course is not mandatory for Ex-Servicemen, provided they possess a requisite equivalent qualification that has been acquired during the service period and is recognized by respective Defence service/MHRD, Government of India for the purpose of Employment and have secured the prescribed minimum percentage of marks.
- Ex-Servicemen candidates are exempted from payment of application fee.

H. Date of reckoning Eligibility criteria:

The date for the purpose of possession of Qualification, Experience and meeting Age criteria shall be **30<sup>th</sup> June 2022**.

I. Pay & Perks:

Besides Basic Pay and Industrial pattern of DA, other allowances / benefits include HRA, Medical Facilities, Productivity / Performance Related Pay, Gratuity, Contributory Provident Fund, Employees’ Pension Scheme, Group Savings Linked Insurance, Group Personal Accident Insurance, Leave Encashment, Leave Travel Concession / LFA, Contributory Superannuation Benefit Fund Scheme, House Building Advance, Conveyance Advance / Maintenance Reimbursement, Children Education Allowance etc., as per Corporation rules.

J. Pre-Employment Medical and Physical Fitness:

Candidates are advised to ensure that they are medically fit as per IndianOil's pre-employment medical standard. Candidates are advised to go through the "Guidelines and Criteria for Physical Fitness for Pre-employment medical examination" and satisfy themselves of meeting the fitness criteria before they commence the application process. The guidelines shall be made available in the link provided in our Corporate Website <https://www.iocl.com/PeopleCareers/job.aspx> for On-line application.

K. Application Fee:

- General, EWS and OBC candidates are required to pay Rs.150/- (Rs. One hundred and fifty only) as Application Fee plus additional Bank charges as applicable, only through on-line **ePayOne Portal** Payment Gateway provided in the On-line Application Portal. No other mode of receipt of payment shall be accepted. **Please read the detailed step wise illustration given in the On-line application portal for payment of application fee.**
- Fees, once paid, will not be refunded under any circumstances.
- Candidate has to ensure that the online payment of application fee has been made successfully in **ePayOne Portal** and note the details after making payment. IOCL shall not be responsible for any unsuccessful payments.



L. General Instructions:

- Only Indian Nationals are eligible to apply.
- The candidates must have an active E-mail id and Mobile Number, which must remain valid for at least next one year. All future communication with the candidates will take place through registered Email id only.
- Candidates are advised to carefully read the full advertisement for details of Educational Qualification and other eligibility criteria before submission of on-line application.
- The candidates should have the relevant documents like percentage of marks obtained in the qualifying examination, caste / sub-caste / category certificate, date of issue, name of issuing authority, state of origin, etc. readily available with them for ease of completion of the On-line application process.
- The OBC candidates who belong to “Creamy Layer” are not entitled for concession admissible to OBC(Non Creamy Layer) candidates and such candidates will have to indicate their category as Unreserved (UR).
- Candidates employed in Government / Government Departments / PSUs / Autonomous Bodies will be required to submit ‘NO OBJECTION CERTIFICATE’ at the time of document verification, failing which the candidate will not be allowed to appear for SPPT (Driving Test). Such candidates, if offered an appointment, shall be required to submit proper ‘RELEASE ORDER’ from their employer at the time of joining, without which they will not be allowed to join the post.
- Candidates need to apply only under one State as the written test for all the States will be conducted on the same date and at the same time in all the test centers.**
- Candidates not found to be meeting the prescribed eligibility criteria shall be rejected at any stage of the selection process.
- Mere issuance of Written test/SPPT (Driving test) call letter or reference for medical examination will not imply final selection of candidate, which may please be noted.
- Candidates will be required to carry original valid Photo ID Proof issued by the Government for Written Test and SPPT (Driving Test). The original Photo ID shall be checked and verified during the Tests. A self-attested photocopy of the same shall also be collected along with the admit card after the Written Test and SPPT (Driving Test). Candidates are advised to retain a copy of the Admit card / call letter for future reference. Valid Photo ID proof like Aadhar Card, PAN Card, driving license, Voter ID card, Passport etc. shall be accepted. Candidates without valid Photo ID shall not be allowed to appear for the Written Test and Driving Test.
- Short-listed candidates have to bring all original certificates / testimonials / mark sheets along with a latest passport size photograph and self-attested copies of certificates / mark sheets for checking the date of verification of documents. **Only candidates who are meeting all the eligibility criteria upon document verification shall be permitted for SPPT (Driving Test).**
- Candidates can apply for one Post Code ONLY. Further, only one mobile number and one email ID can be used for applying for the post. The same mobile number and email ID cannot be used by any other candidate for filling online application for this notification.**
- All queries pertaining to recruitment including selection process may be addressed to Recruitment Team only through **mktsrorecruit@indianoil.in**
- IOCL will not be responsible for any loss / non-delivery of email / any other communication sent, due to invalid / wrong email id / contact details furnished by the candidate.
- Management reserves the right to restrict the number of candidates to be called for Written Test / SPPT (Driving Test), reject the application without assigning any reasons or change the number of posts.
- Selected candidates shall have All-India transfer liability. All positions involve working in three shift duties on round the clock basis in plant area. Selected candidates may also be posted in any of the subsidiaries / Joint Ventures or any department of Government of India.
- Reimbursement of 2nd class rail fare by the shortest route to examination center for outstation SC / ST candidates appearing for Written Test / Driving Test shall be made, provided the distance travelled is not less than 30 kms each way. Candidates travelling from the place other than the mailing address will not be paid Travelling Allowance.
- Any request for change in Category General / SC / ST / OBC (Non-Creamy Layer) / EWS / ExSM once filled in the online application form will not be considered and accordingly concession / relaxation applicable will not be extended.
- The reserved category candidates are required to submit the latest Caste certificate/s in prescribed format applicable for appointment to posts under Government of India & issued by the competent authority at the time of verification of documents, in support of their claim.
- In addition, the OBC (Non Creamy Layer) candidates will be required to submit a latest valid caste certificate (not more than six months old on the date of joining) in the prescribed format applicable for purpose of reservation in appointment to posts under Government of India / Central Government Public Sector Undertaking as contained in DoPT Memo no. 36012/22/93-Estt(SCT) dt. 15.11.93 from a competent authority.
- Further, the OBC (Non-Creamy layer) candidates will have to give a self-undertaking, at the time of document verification in terms of DOPT memo No. 36012/22/93-Estt (SCT) dt. 8.9.93, if called for, indicating that they belong to OBC (Non-Creamy Layer).
- All the candidates are requested to remain updated for the Written Test and SPPT (Driving Test) date and Venue etc., by visiting IOCL website **https://www.iocl.com/PeopleCareers/job.aspx** regularly.
- In the event of non-receipt of Application fee from candidates for reasons whatsoever, his candidature will stand cancelled and no further communication on the same will be entertained.
- Furnishing of wrong / false information will lead to disqualification and IOCL will not be responsible for any of the consequences of furnishing such wrong / false information. Since all the applications will be screened without documentary evidence, the candidates must satisfy themselves of the suitability for the position to which they are applying. If at any stage during the recruitment and selection process, it is found that a candidate has furnished false or wrong information or is found ineligible with respect to any of the eligibility parameters, his candidature will be rejected.
- Admit card for written test downloaded from the website is required to be produced at the time of **Written Test mandatorily.**
- IOCL reserves the right to raise minimum eligibility standards and to increase/decrease the number of vacancies. IOCL also reserves the right to cancel / restrict / curtail / enlarge the recruitment process and / or the selection process there under without any further notice and without assigning any reason.
- Wherever CGPA/OGPA or letter grade is mentioned in the qualifying certificate, equivalent percentage of marks should be indicated in the application form as per norms adopted by Board of Education. Please also obtain a certificate to this effect from Board of Education which shall be required at the time of document verification.
- In case any dispute arises on account of interpretation of Advertisement in versions other than English, English version will prevail.
- The question paper for the written test will be in English, Hindi, Tamil, Telugu, and Kannada. If there is any variation between the English and Hindi, Tamil, Telugu and Kannada version of a question, English version is to be treated as authentic.
- Request for change of center for written examination shall not be entertained.**
- Any further corrigendum/addendum would be uploaded only on our website **https://www.iocl.com/PeopleCareers/job.aspx** The court of jurisdiction for any dispute will be High Court of Madras, Chennai.

M. How to Apply: On-Line Application Form

- Before applying on-line, a candidate must have an active email ID and a mobile phone number which must remain valid for at-least twelve-month period for future communication (including issue of call letters).
- The candidate should have the relevant documents/certificates pertaining to age, qualification, caste, experience, and scanned copy of latest passport photograph and signature in Jpg/PDF format (**size not less than 20 Kb and not exceeding 50 KB**) ready before applying on-line. The photo and signature in digital form will be required to be uploaded.
- Candidates meeting the prescribed eligibility criteria for a post, may visit the website and apply on-line on IOCL website, which will remain open **from 9<sup>th</sup> July 2022 @ 10:00 hrs.to 29<sup>th</sup> July 2022@ 22:00 hrs.**
- Candidates are advised to carry a copy of the application with originals & self-authenticated copies of all testimonials and produce the same at the time of Driving Test for verification.
- Further information regarding written examination, call letters, results, etc. shall be made available through this website/ over email. Candidates are, therefore, advised to keep visiting the Website regularly.
- Canvassing in any form is liable to render the candidate ineligible. Queries, if any, may be addressed to the following e-mail id **mktsrorecruit@indianoil.in** & Contact No. **044 –28339172/9219.**

Important dates for Candidates

Date of opening of Portal for receipt of On-line Applications	9 <sup>th</sup> July 2022 @ 10:00 hrs.
Last date for submission of On-line Applications	29 <sup>th</sup> July 2022 @ 22:00 hrs.
Tentative date for Written Test	21 <sup>st</sup> August 2022
Tentative date of uploading the result of shortlisted candidates of the Written Test	6 <sup>th</sup> September 2022
Tentative date for verification of documents and SPPT (Driving Test)	20 <sup>th</sup> to 24 <sup>th</sup> September 2022
Tentative date for uploading Final Result	14 <sup>th</sup> October 2022

Note : For upload, each document should be self-attested and in Jpg / Pdf format of not less than 20 Kb and not exceeding 50 Kb size (20 Kb to 50 Kb Size).

1	Proof of Date of Birth – X <sup>th</sup> Std / SSLC / Matriculation certificate / Marksheet mentioning Date of Birth, School leaving certificate
2	Certificate of prescribed Educational Qualification (HSC) Marksheet
3	Valid Heavy Motor Vehicle (HMV) Driving License
4	Experience Certificate
5	Attested copy of EWS/SC/ST/OBC-NCL certificate in prescribed format issued by Competent Authority, if applicable
6	Copy of Service Book, Discharge Certificate for Ex-servicemen
7	Recent colour passport size photograph.
8	Signature in black ink

Canvassing in any form is liable to render a Candidate Ineligible.  
Be Aware of Frauds : Recruitment in IndianOil is undertaken only through Employment Exchange / Press Notifications.