

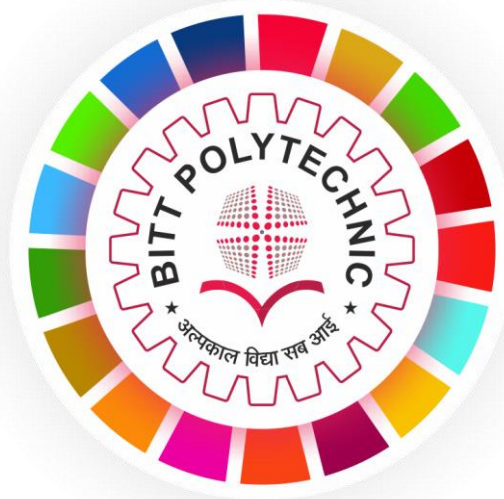
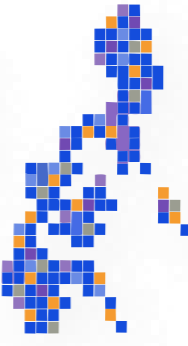
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(Approved by AICTE, New Delhi & Affiliated to Jharkhand University of Technology, Ranchi)

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मानवता की सेवा, सभी के लिए सर्वश्रेष्ठ शिक्षा



UNIT OF BITT

हमारे सभी विद्यार्थियों एवं सहयोगियों को
हमारी 27 वर्षों की गौरवशाली यात्रा का हिस्सा
बनने के लिए धन्यवाद.

आपका विश्वास ही हमारी निरंतर सफलता की प्रेरणा है।

सर्वश्रेष्ठ पॉलीटेक्निक संस्थान, सर्वोत्तम पढ़ाओ, सर्वोत्तम बनाओ।

DEPARTMENT OF TRAINING, PLACEMENT, CONSULTING,
INNOVATION & RESEARCH (DTPCIR)

BITT-G/NOTICE/2022-23/ 10327

Dated: 30/04/2022

NOTICE

All the students of diploma on (EE, ECE, CSE, ME & CE) branches of sessions 2018-21, 2017-20, 2016-19, 2015-18, 2014-17, 2013-16 are hereby informed that **“OIL AND NATURAL GAS CORPORATION LIMITED (ONGC)”** is shortly going to do online/ offline /recruitment/ Apprenticeship/ placement program.



OIL AND NATURAL GAS CORPORATION LIMITED (ONGC)

ONGC has a unique distinction of being a company with in-house service capabilities in all areas of Exploration and Production of oil & gas and related oil-field services. Winner of the Best Employer award, this public sector enterprise has a dedicated team of around 28,500 professionals who toil round the clock in challenging locations.

ONGC Videsh Limited, a Miniratna Schedule “A” Central Public Sector Enterprise (CPSE) of the Government of India under the administrative control of the Ministry of Petroleum & Natural Gas, is the wholly owned subsidiary and overseas arm of Oil and Natural Gas Corporation Limited (ONGC), the flagship national oil company (NOC) of India. The primary business of ONGC Videsh is to prospect for oil and gas acreages outside India, including exploration, development and production of oil and gas. ONGC Videsh owns Participating Interests in 35 oil and gas assets in 15 countries and produced about 30.3% of oil and 23.7% of oil and natural gas of India’s domestic production. In terms of reserves and production, ONGC Videsh is the second largest petroleum company of India, next only to its parent ONGC.

ONGC subsidiary Mangalore Refinery and Petrochemicals Limited (MRPL) is a schedule ‘A’ Miniratna, Central Public Sector Enterprise (CPSE) under the Ministry of Petroleum & Natural Gas. The 15.0MMTPA (Million Metric Ton per annum) Refinery has got a versatile design with complex secondary processing units and a high flexibility to process Crudes of various API, delivering a variety of quality products. MRPL, with its parent company Oil and Natural Gas Corporation Limited (ONGC), owns and operates ONGC Mangalore Petrochemicals Limited (OMPL), a petrochemical unit capable of producing 0.905 MMTPA of Para Xylene and 0.273 MMTPA of Benzene.

ONGC subsidiary HPCL is a Maharatna CPSE. HPCL has the second largest share of product pipelines in India with a pipeline network of more than 3370 kms for transportation of petroleum products and a vast marketing network consisting of 14 Zonal offices in major cities and 133 Regional Offices facilitated by a Supply & Distribution infrastructure comprising Terminals, Pipeline networks, Aviation Service Stations, LPG Bottling Plants, Inland Relay Depots & Retail Outlets, Lube and LPG Distributorships. Consistent excellent performance has been made possible by highly motivated workforce of over 9,500 employees working all over India at its various refining and marketing locations.

JOB DETAIL:

Job Role: Diploma apprentice

Educational Qualification: Diploma of (EE, ECE, CSE, ME & CE) branches

Diploma passing year: sessions 2018-21, 2017-20, 2016-19, 2015-18.

Stipend: Rs. 8000/-

Vacancy: Multiple

Location: PAN India

Last date of online registration is 15/05/2022.

RECRUITMENT PROCESS:

Online/ offline / Apprentices/recruitment/ placement program

DOCUMENTS REQUIRED (In Joining):

1. PAN Card
2. AADHAR Card
3. 10th /12thMark sheet
4. Board Certificate
5. Diploma Semester wise Mark sheet and Certificate.

NOTE:

- a. The interested students should fill their details at available Link: <https://docs.google.com/forms/d/1mFKelHdzl6BwQ0z2pgelrKzYJUzCs3IL4qghUiuTaLw/edit> on or before 15/05/2022 up to 06:00 PM, for attending the online placement program.
- b. The above notice has been shared from the authentic source like advertisements/print media/newspaper/ journals/recruiters/ public/ private sectors. The aim of the institute is to make an advanced level awareness of the vacancies in public as well as private sectors for recruitments/ placements of diploma students as per company's recruitment policies. The students have to complete the registration process on visiting the company website (career section) Or fill up the recruiter's formson their links as well as they have to fill the college registration form in complete manner as per companynorms/HR policies. The recruitment/ placement programs are based on online/ offline tests and interviews conducted by authorized officials. The placements/joining will be only offered to those students who will qualify all the process. The college is helping hand for students and taking best possible efforts for their brighter future. Remember, there is no any shortcuts / easy way to have direct placements. The college is not fully responsible to the students who will not able to get selected in thedesired company.

BITT HELP-DESK:

BITT Special Student's Care: In Case of any issue, for any Observation/Suggestion/Grievances/Feedback, Please WhatsApp on 9931080111 / Call 9470193650 Or Email at: rkbitt@gmail.com (From 11.30 AM to 02.30 PM & Days: MONDAY - FRIDAY Only). We are committed for best academic support to our students.

(NOTE - All students are advised to make only WhatsApp messages on BITT helpline WhatsApp No.- 9931080111. Students may send their feedbacks/suggestions/complaints through WhatsApp only. No any call will be entertained on this no. in any cases.)

BIRSA INSTITUTE OF TECHNOLOGY (TRUST)- BITT: Indeed, it is pride moment for all of us that The BITT Group of Institution is Celebrating it's 27 Glorious Years in field of Technical Education, Scholarship & Serving the Nation in the excellent Way. BITT Polytechnic - **मानवता की सेवा, सभी के लिए सर्वश्रेष्ठ शिक्षा** (Approved by AICTE, NEW DELHI & Affiliated to Jharkhand University of Technology) - **सर्वश्रेष्ठ पॉलिटेक्निक संस्थान, सर्वोत्तम पढ़ाओ, सर्वोत्तम बनाओ** We firmly believe in "Student Centric Approach. So, Be Proactive, Not Reactive". Your cooperation is highly solicited in this regard.

COVID Guidelines: the college has no responsibility in case any of the student, visitors (visiting office) get corona infected the college is following all the COVID protocols keeping the spread of CORONA.

Stay Safe & Healthy

With Best Wishes,
BITTP

For admission/Scholarship/Placement/Start-up/Entrepreneurship/Notices/Any details, Visit URL given as:
<http://www.bittpolytechnic.com>

Co-ordinator, DTPCIR

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आपने कथियर को सफलता के
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#StayHomeStaySafe



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Service for Mankind

हिन्दी, इंग्लिश, कंप्यूटर एवं डिजिटल शिक्षा सभी के लिए। बेटी बचाओ-बेटी पढ़ाओ, लड़का-लड़की एक समान। वृक्ष लगाओ-जीवन बचाओ, नशा मुक्त-स्वस्थ भारत, रेन वाटर हार्वेस्टिंग, सौर ऊर्जा, स्टार्ट अप, पीएम ई-विद्या, डिजिटल इंडिया, आत्मनिर्भर डिजिटल बीआईटीटी, इंटरनशाला, लड़कियों के लिए विद्या लक्ष्मी स्कॉलरशिप, अंतरराष्ट्रीय कार्यशाला, झारखंड स्किल डेवलपमेंट मिशन, कौशल एवं कुशल रोजगार, कल्याणकारी छात्रवृत्ति योजनायें।

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OIL AND NATURAL GAS CORPORATION LIMITED

Advt. No: ONGC/APPR/1/2022/

Date of Notification: 27.04.2022

Last Date of receipt of applications: 15.05.2022

ENGAGEMENT OF APPRENTICES UNDER THE APPRENTICES ACT, 1961

Oil and Natural Gas Corporation Limited (ONGC), which is India's flagship energy major and a 'Maharatna' Central Public Sector Enterprise engaged in Exploration and Production of Oil & Gas in India and abroad, as a measure of Skill Building initiative for the Nation, proposes to engage apprentices from its operational areas at its location across 20 work centres.

Applications are invited from candidates meeting the following qualifications for engagement as Apprentices under Apprentices Act 1961 (as amended from time to time) in the trade/disciplines mentioned below:

A. LOCATION and TENTATIVE NO. OF NUMBER OF SEATS:-

Note: A candidate is to choose and can apply for one trade at one work centre/Location only.

NORTHERN SECTOR

Work Centre	Sl.No	Trade	No. of Seats
Dehradun	1	Accounts Executive	20
	2	Office Assistant	20
	3	Computer Operator and Programming Assistant	20
	4	Secretarial Assistant	20
	5	Electrician	10
	6	Electronics Mechanic	10
	7	Fitter	10
	8	Laboratory Assistant (Chemical Plant)	10
	9	Mechanic Diesel	10
	10	Machinist	10
	11	Medical Laboratory Technician (Cardiology and Physiology)	02
	12	Medical Laboratory Technician (Pathology)	02
	13	Medical Laboratory Technician (Radiology)	02
	14	Welder	03
	15	Information and communication technology System Maintenance	10
Sub Total			159
Delhi	1	Accounts Executive	12
	2	Office Assistant	20
	3	Secretarial Assistant	06
	4	Computer Operator and Programming Assistant	02
Sub Total			40
Jodhpur	1	Accounts Executive	05
	2	Office Assistant	05
Sub Total			10
Northern Sector Total			209

MUMBAI SECTOR

Work Centre	Sl.No	Trade	No. of Seats
Mumbai	1	Accounts Executive	20
	2	Office Assistant	50
	3	Computer Operator and Programming Assistant	35
	4	Electrician	30
	5	Electronics Mechanic	10
	6	Instrument Mechanic	10
	7	Information and communication technology System Maintenance	15
	8	Laboratory Assistant (Chemical Plant)	5
	9	Mechanic Diesel	10
	10	Refrigeration and Air Conditioning Mechanic	5
	11	Secretarial Assistant	10
Sub Total			200
Goa	1	Accounts Executive	03
	2	Office Assistant	07
	3	Computer Operator and Programming Assistant	02
	4	Electrician	01
	5	Laboratory Assistant (Chemical Plant)	01
	6	Draughtsman (Civil)	01
Sub Total			15
Hazira	1	Accounts Executive	05
	2	Office Assistant	07
	3	Computer Operator and Programming Assistant	08
	4	Electrician	05
	5	Electronics Mechanic	04
	6	Fitter	28
	7	Instrument Mechanic	06
	8	Laboratory Assistant (Chemical Plant)	02
	9	Mechanic Diesel	04
	10	Welder	05
Sub Total			74
Mumbai Sector Total			305

WESTERN SECTOR

Work Centre	Sl.No	Trade	No. of Seats
Cambay	1	Accounts Executive	10
	2	Office Assistant	20
	3	Computer Operator and Programming Assistant	06
	4	Draughtsman (Civil)	04
	5	Electrician	09
	6	Electronics Mechanic	05
	7	Fitter	13
	8	Instrument Mechanic	02
	9	Laboratory Assistant (Chemical Plant)	02
	10	Machinist	03
	11	Mechanic Diesel	09
	12	Welder	03
	13	Electrical	03
	14	Mechanical	07
Sub Total			96
Vadodara	1	Secretarial Assistant	15
	2	Computer Operator and Programming Assistant (COPA)	22

	3	Draughtsman (Civil)	02
	4	Electrician	15
	5	Electronics Mechanic	10
	6	Fitter	10
	7	Instrument Mechanic	10
	8	Information & Communication Technology System Maintenance	15
	9	Laboratory Assistant (Chemical Plant)	10
	10	Machinist	10
	11	Mechanic (Motor Vehicle)	10
	12	Mechanic Diesel	15
	13	Refrigeration and Air Conditioning Mechanic	3
	14	Welder	10
		Sub Total	157
Ankleshwar	1	Accounts Executive	10
	2	Office Assistant	21
	3	Computer Operator and Programming Assistant (COPA)	10
	4	Secretarial Assistant	20
	5	Draughtsman (Civil)	15
	6	Electrician	50
	7	Electronics Mechanic	15
	8	Fitter	55
	9	Instrument Mechanic	25
	10	Information & Communication Technology System Maintenance	15
	11	Laboratory Assistant (Chemical Plant)	15
	12	Machinist	10
	13	Mechanic (Motor Vehicle)	40
	14	Mechanic Diesel	50
	15	Welder	20
	16	Civil	07
	17	Computer Science	07
	18	Electronics &Telecommunication	07
	19	Electrical	15
	20	Electronics	06
	21	Mechanical	25
		Sub Total	438
Ahmedabad	1	Accounts Executive	10
	2	Office Assistant	25
	3	Computer Operator and Programming Assistant (COPA)	15
	4	Draughtsman (Civil)	15
	5	Electrician	50
	6	Electronics Mechanic	15
	7	Fitter	55
	8	Instrument Mechanic	25
	9	Information & Communication Technology System Maintenance	15
	10	Laboratory Assistant (Chemical Plant)	15
	11	Machinist	08
	12	Mechanic (Motor Vehicle)	40
	13	Mechanic Diesel	40
	14	Welder	20
	15	Civil	03
	16	Computer Science	02
	17	Electronics &Telecommunication	08

	18	Electrical	08
	19	Electronics	05
	20	Mechanical	13
Sub Total			387
Mehsana	1	Accounts Executive	5
	2	Office Assistant	20
	3	Computer Operator and Programming Assistant (COPA)	10
	4	Draughtsman (Civil)	14
	5	Electrician	50
	6	Electronics Mechanic	15
	7	Fitter	55
	8	Instrument Mechanic	20
	9	Information & Communication Technology System Maintenance	30
	10	Laboratory Assistant (Chemical Plant)	15
	11	Machinist	07
	12	Mechanic (Motor Vehicle)	18
	13	Mechanic Diesel	40
	14	Welder	15
	15	Computer Science	05
	16	Electronics & Telecommunication	05
	17	Electrical	05
	18	Electronics	05
	19	Mechanical	22
Sub Total			356
Western Sector Total			1434

EASTERN SECTOR

Work Centre	Sl.No	Trade	No. of Seats
Jorhat	1	Accounts Executive	12
	2	Office Assistant	12
	3	Electrician	12
	4	Fitter	20
	5	Instrument Mechanic	12
	6	Laboratory Assistant (Chemical Plant)	6
	7	Mechanic (Motor Vehicle)	12
	8	Mechanic Diesel	12
	9	Welder	12
Sub Total			110
Silchar	1	Accounts Executive	2
	2	Office Assistant	3
	3	Secretarial Assistant (ITI)	8
	4	Computer Operator and Programming Assistant (COPA)	3
	5	Draughtsman (Civil)	4
	6	Electrician	6
	7	Fitter	8
	8	Instrument Mechanic	1
	9	Machinist	2
	10	Mechanic Diesel	8
	11	Welder	6
Sub Total			51
Nazira & Sivasagar	1	Accounts Executive	14
	2	Office Assistant	110

	3	Computer Operator and Programming Assistant (COPA)	40
	4	Draughtsman (Civil)	04
	5	Electrician	40
	6	Electronics Mechanic	10
	7	Fitter	60
	8	Instrument Mechanic	10
	9	Information & Communication Technology System Maintenance	15
	11	Laboratory Assistant (Chemical Plant)	05
	12	Machinist	10
	13	Mechanic (Motor Vehicle)	02
	14	Electronics & Telecommunication	05
	15	Mechanic Diesel	50
	16	Surveyor	4
	17	Welder	22
	18	Civil	34
	19	Electrical	65
	20	Instrumentation	10
	21	Computer Science	08
	22	Mechanical	65
Sub Total			583
Eastern Sector Total			744

SOUTHERN SECTOR

Work Centre	Sl.No	Trade	No. of Seats
Chennai	1	Accounts Executive	10
	2	Office Assistant	30
	3	Electrician	5
	4	Electronics Mechanic	5
Sub Total			50
Kakinada	1	Accounts Executive	2
	2	Office Assistant	2
	3	Computer Operator and Programming Assistant (COPA)	12
	4	Draughtsman (Civil)	2
	5	Electrician	12
	6	Electronics Mechanic	4
	7	Fitter	11
	8	Instrument Mechanic	6
	9	Mechanic Diesel	3
	10	Refrigeration and Air Conditioning Mechanic	4
Sub Total			58
Rajahmundry	1	Accounts Executive	10
	2	Office Assistant	40
	3	Computer Operator and Programming Assistant (COPA)	10
	4	Draughtsman (Civil)	14
	5	Electrician	50
	6	Electronics Mechanic	15
	7	Fitter	55
	8	Instrument Mechanic	20
	9	Information & Communication Technology System Maintenance	5
	10	Laboratory Assistant (Chemical Plant)	20
	11	Machinist	7
	12	Mechanic (Motor Vehicle)	4
	13	Mechanic Diesel	40

	14	Refrigeration and Air Conditioning Mechanic	6
	15	Welder	20
	16	Electronics & Telecommunication	7
	17	Electrical	20
	18	Mechanical	10
Sub Total			353
Karaikal	1	Accounts Executive	16
	2	Office Assistant	30
	3	Computer Operator and Programming Assistant (COPA)	5
	4	Draughtsman (Civil)	5
	5	Electrician	20
	6	Electronics Mechanic	5
	7	Fitter	26
	8	Instrument Mechanic	6
	9	Information & Communication Technology System Maintenance	5
	10	Machinist	20
	11	Mechanic (Motor Vehicle)	3
	12	Mechanic Diesel	20
	13	Refrigeration and Air Conditioning Mechanic	7
	16	Welder	15
	17	Civil	5
18	Computer Science	5	
19	Electrical	15	
20	Electronics	5	
21	Mechanical	20	
Sub Total			233
Southern Sector Total			694

CENTRAL SECTOR

Work Centre	Sl.No	Trade	No. of Seats
Agartala	1	Accounts Executive	10
	2	Office Assistant	20
	3	Secretarial Assistant (ITI)	10
	4	Computer Operator and Programming Assistant (COPA)	5
	5	Draughtsman (Civil)	5
	6	Electrician	26
	7	Electronics Mechanic	5
	8	Fitter	30
	9	Instrument Mechanic	10
	10	Mechanic Diesel	15
	11	Mechanic (Motor Vehicle)	15
	12	Surveyor	4
	13	Welder	17
	14	Electrical	2
	15	Electronics	2
	16	Mechanical	2
Sub Total			178
Kolkata	1	Accounts Executive	2
	2	Office Assistant	2
	3	Computer Operator and Programming Assistant (COPA)	3
	4	Electronics & Telecommunication	1
	5	Draughtsman (Civil)	2
	6	Fitter	6

7	Instrument Mechanic	3
8	Mechanic Diesel	5
9	Electronics Mechanic	5
10	Mechanic (Motor Vehicle)	2
11	Civil	2
12	Instrumentation	1
13	Electrical	2
14	Electrician	6
15	Information & Communication Technology System Maintenance	3
16	Mechanical	3
17	Surveyor	2
Sub Total		50
Central Sector Total		228

Note: The trades mentioned and number of seats mentioned above are tentative which may change as per requirement of work centre. The candidates desiring to undergo apprenticeship training with ONGC should apply under a sector, for a particular work centre, for a trade through Online Portal www.ongcapprentices.ongc.co.in which shall open from 27.04.2022 1100 Hrs till 15.05.2022 1800 hrs.

B. AGE CRITERIA

Minimum 18 years and maximum 24 years as on 15.05.2022. That is, the Date of Birth of the Candidate/Applicant should be between 15.05.1998 and 15.05.2004.

Concession & Relaxation:

- I. Upper age is relaxed by 5 years for SC/ST candidates and 3 years for OBC candidates for the trades reserved for them.
- II. Candidates belonging to PwBD categories shall be given age relaxation upto 10 years (upto 15 years for SC/ST and upto 13 years for OBC (Non-Creamy Layer) Candidates)

C. QUALIFICATION & ELIGIBILITY CRITERIA

SI.	TRADE/DISCIPLINE	QUALIFICATION REQUIREMENT
1	Accounts Executive	Bachelor's degree (Graduation) in Commerce (B.Com) from a Govt. recognized institute/University
2	Office Assistant	Bachelor's degree (Graduation) in B.A. or B.B.A from a Govt. recognized institute/ University.
3	Secretarial Assistant	ITI in trade Stenography (English) /Secretarial practice
4	Computer Operator and Programming Assistant (COPA)	ITI in COPA Trade
5	Draughtsman (Civil).	ITI in Draughtsman (Civil) Trade
6	Electrician	ITI in Electrician Trade
7	Electronics Mechanic	ITI in Electronics Mechanic
8	Fitter	ITI in Fitter
9	Instrument Mechanic	ITI in Instrument Mechanic
10	Information & Communication Technology System Maintenance (ICTSM)	ITI in ICTSM
11	Laboratory Assistant (Chemical Plant)	B.Sc with PCM or PCB ITI in Lab. Asst (Chemical Plant) trade
12	Machinist	ITI in Machinist Trade
13	Mechanic (Motor Vehicle)	ITI in Mechanic Motor Vehicle trade
14	Mechanic Diesel	ITI in Mechanic Diesel trade
15	Medical Laboratory Technician (Cardiology and Physiology)	ITI in Medical Laboratory Technician (Cardiology and Physiology)
16	Medical Laboratory Technician (Pathology)	ITI in Medical Laboratory Technician (Pathology)
17	Medical Laboratory Technician (Radiology)	ITI in Medical Laboratory Technician (Radiology)
18	Refrigeration and Air Conditioning Mechanic.	ITI in Refrigeration and Air Conditioning Mechanic trade
19	Surveyor	ITI in Surveyor Trade
20	Welder	ITI in the trade of Welder (Gas & Electric)
21	Civil	Diploma in the respective disciplines of Engineering from a Govt. recognized Institute/ University.
22	Computer Science	
23	Electronics & Telecommunication	
24	Electrical	
25	Electronics	
26	Instrumentation	
27	Mechanical	

Note: Please apply only if you have these essential minimum qualification, fulfilling all the parameters. Qualifications acquired through distance learning shall also be accepted provided they have been recognized by the relevant statutory bodies. Trade Certificate should be from respective ITIs/ Technical Institutions recognized by State Board of Technical Education (SBTE)/National Council for Vocational Training (NCVT). For posts where Trade Certificate in Electrician trade is the prescribed qualification, a Trade Certificate in Wireman trade shall not be acceptable. The candidate with B.A / B.Com / B.B.A must possess qualifications recognized by the relevant statutory bodies like UGC/ AICTE etc.

Duration of training is 12 months for all trades mentioned above.

D. STIPEND

- I. The apprentices are eligible for monthly stipend as per Apprentices Act, during their period of engagement as follows:

Category of Apprentice	Qualification	Stipend amount per month (Rupees)
Graduate Apprentice	B.A / B.Com / B.Sc / B.B.A	9,000/-
Trade Apprentices	1 year ITI	7,700/-
	2 year ITI	8,050/-
Diploma Apprentices	Diploma	8,000/-

- II. The trainee is not eligible for any TA-DA/Boarding or Lodging expenses incurred during the period of training. ONGC will not provide any financial assistance towards transportation.

E. SELECTION

Selections for engagement of Apprentices would be based on the basis of marks obtained in the qualifying examination and Merit drawn. In case of a similar number in merit, a person with higher age would be considered. No canvassing or influencing would be acceptable at any time and may render for non-consideration.

Reservation of positions will be followed as per Government of India Policy on SC/ST/OBC/PWD categories, as applicable for the engagement of Apprentices under The Apprentices Act, 1961 as amended.

F. GENERAL CONDITIONS

- I. Candidates are advised to carefully read the full advertisement for details of eligibility criteria and selection modalities before submission of application.
- II. The candidates should NOT have undergone Apprenticeship earlier or pursuing Apprenticeship Training as per the Apprentices Act, 1961, as amended from time to time.
- III. Candidates, who had training or job experience for a period of one year or more after the attainment of prescribed qualifications, shall NOT be eligible for being engaged as Technician Apprentice.
- IV. Only for Technician Apprentices (for trades mentioned in Sl. No. 21-27) : - The applicant for the position should NOT have completed three years after passing of the qualifying examination as on the cut-off date of eligibility i.e. 15.05.2022. In case the date of Declaration of result is not mentioned in the Mark Sheet, the candidate must submit a certificate mentioning the date of publication of result from the Principal of the Polytechnic/ College / Institute from where the candidate pursued his Diploma course at the time of verification of documents.
- V. **ONGC shall have no obligation to offer regular employment to Apprentices during and/or after the completion of the apprenticeship period. After successful completion of Apprenticeship period, candidates shall be relieved from the respective work area.**
- VI. Any corrigendum/addendum etc. or updates with regard to this advertisement shall be made available on our website www.ongcindia.com and www.ongcapprentices.ongc.co.in only. Candidates are thus advised to periodically visit our above websites as all future correspondence and latest information shall be available only on our website.
- VII. **Candidates can apply for one Trade Code ONLY. Candidates applying for more than one Trade Code will not be considered for any post and their applications will be summarily rejected. Further, only one mobile number and one email ID can be used for applying for the training. The same mobile number and email ID cannot be used by any other candidate for filling online application for this notification.**
- VIII. The candidature of the applicant would be provisional and subject to subsequent verification of certificates. In case it is detected at any stage of engagement or thereafter,

that a candidate does not fulfil the eligibility norms and/or that he/she has furnished any incorrect/doctored/false information/certificate/documents or has suppressed any material fact(s), his/her candidature will stand cancelled. If any of these shortcomings is/are detected even after engagement, his/her engagement is liable to be terminated.

- IX. Engagement of selected candidates is subject to his/her being declared medically fit as per the requirement of the Apprentices Act, 1961. All such engagement will also be subject to all relevant Rules/policies/guidelines of the Corporation.
- X. The decision of Management will be final and binding on all candidates on all matters relating to eligibility, acceptance or rejection of the applications, mode of selection, cancellation of the selection process either in part or full, higher qualification etc. No correspondence will be entertained in this regard. Filling up of the seats is solely at the discretion of the management based on suitability of candidates and no claim will arise for engagement, if some of these seats are not filled due to unsuitability / insufficient number of candidates.
- XI. Applications/Registration which are incomplete or not fulfilling the eligibility criteria shall not be considered "Eligible" and treated as "Rejected".
- XII. Canvassing of any kind shall disqualify the candidate.
- XIII. The service terms and conditions of the apprentices shall be governed by The Apprentices Act, 1961 and Rules 1992 as amended from time to time

G. REQUIREMENT BEFORE FILLING ON-LINE APPLICATION FORM

- I. **Please check if you are eligible to apply for the seats based on the qualification criteria as mentioned in Para C and if you belong to the eligible districts as mentioned in Annexure 1.**
- II. Before applying for above apprentices positions, candidates have to first register themselves in online portals of the following agencies of Govt. of India:
 - (a) For Trade – Accounts Executive and Office Assistant: With National Skill Development Council (NSDC) at <https://apprenticeshipindia.org/> for Trade Accounts Executive and Office Assistant. (Trades mentioned in Sl. No 1 & 2)
 - (b) For other Trade Apprentices: With Ministry of Skill Development & Entrepreneurship (MSDE) at <https://apprenticeshipindia.org/> (Trades mentioned in Sl. No 3-20)
 - (c) For Technician Apprentices: With the concerned Regional Board of Apprenticeship Training (BOAT) in their portal National Apprenticeship Training Scheme (NATS) under Ministry of Human Resource Development. The link <https://portal.mhrdnats.gov.in/boat/commonRedirect/registermenunew!registermenunew.action> (Trades mentioned in Sl. No 21 -27)
- III. **After successful registration with the above agencies, a registration number will be generated and the candidate has to mention this registration number while applying for apprentices positions in ONGC website www.ongcapprentices.ongc.co.in**
- IV. It may be noted that in case candidate does not pre-register themselves online with concerned BOAT/ NSDC and subsequently after selection as apprentice in ONGC, their registration of contract as apprentice does not happen with BOAT/ NSDC/RDSDEs due to any reason, the candidate himself shall be responsible for the same and shall not be considered for engaging as apprentice. In such case, candidature of the applicant will stand cancelled and offer shall be issued to next candidate from the panel.
- V. The candidate must have an active email ID and Mobile Number which must be valid for at least next one year. All future communication including Corrigendum/Addendum with

regard to this advertisement with candidate will take place only through www.ongcindia.com / e-mail / SMS Alerts.

- VI. The candidate should have scanned copy of colour photograph (Size: between 20-50 KB in JPG Format) ready before applying on-line.
- VII. The candidate must ascertain the correctness of all information before filling in the Online Application Form and its final submission.
- VIII. The candidate shall be wholly/exclusively responsible for the information provided in his/her online application form.
- IX. After successfully applying/registration of Online Application, the candidate must take a print out of the filled-in online application for future reference.

H. HOW TO APPLY

- i. Candidates meeting the above prescribed eligibility criteria should visit our ONGC website **www.ongcapprentices.ongc.co.in** and apply Online from **27.04.2022 till 15.05.2022 by 18:00 hours**.
- ii. Paper based applications will NOT be accepted.
- iii. There are two steps for Registration process. Part-I & Part-II. In Part-I registration, candidate has to fill his/her basic details like name, category etc. and has to create his own password. After successful Part-I registration, with the e-mail ID, candidate has to login again into the system with the password generated by him. Candidates are advised to remember the E-mail and password for future reference/use.
- iv. In Part-II registration, candidate has to upload his scanned photograph and furnish educational qualification, experience details etc. and submit the same. This is the final submission process and after that candidate cannot change the details furnished. Candidates are therefore advised to furnish the details in the portal carefully and check the same before final submission.

I. SELECTION AND JOINING

- i. Selected candidates will be intimated through their registered mail ID.
- ii. The verification of the original documents shall be done prior to joining on a specific date. A registration form will be generated once the candidate is selected. A print out of the same may be taken from the website and brought during document verification.
- iii. The list of documents and originals to be brought for verification shall be intimated to the selected candidates.

J. IMPORTANT DATES

Issue of advertisement and call for applications	27 th April 2022
opening of online application portal at www.ongcapprentices.ongc.co.in	27 th April 2022 11:00 AM
Last date for receiving of applications	15 th May 2022 6:00 PM
Date of Result/Selection	23 rd May 2022

Note: However, in case of insufficient receipt of applications or non-availability of the required number of suitable candidates, ONGC reserves its right to extend the date of application at its own discretion.

For any further query please contact at ongc_skilldev@ongc.co.in

Annexure 1

Sl.	Name of Work Centre	Corresponding States	Corresponding District
1	Dehradun	Uttarakhand	All districts
2	Delhi	National Capital Region	Delhi, Noida, Gurgaon, Ghaziabad and Faridabad
3	Jodhpur	Rajasthan	Jodhpur and Jaisalmer
4	Goa	Goa	North Goa and South Goa
5	Hazira	Gujarat	Surat, Navsari, Tapi, Dang & Valsad
6	Mumbai	Maharashtra	All districts
7	Ahmedabad	Gujarat	Ahmedabad, Gandhinagar, Kheda and Mehsana
8	Ankleshwar	Gujarat	Bharuch, Surat, Narmada, and Vadodara
9	Baroda	Gujarat	All Districts
10	Cambay	Gujarat	Anand and Kheda
11	Mehsana	Gujarat	Mehsana and Patan
12	Jorhat	Assam	Golaghat and Jorhat
13	Nazira & Sivasagar	Assam	Sivasagar and Charaideo
14	Silchar	Assam	Cachar, Hailakandi and Karimganj
15	Chennai	Tamil Nadu & Pondicherry	All districts
16	Kakinada	Andhra Pradesh	All districts
17	Karaikal	Tamil Nadu	Cuddalore, Mayiladuthurai, Nagapattinam, Ariyalur, Tiruvarur, Tanjore, Trichy, Pudukottai and Ramanathapuram
18		Pondicherry	Karaikal
	Rajahmundry	Andhra Pradesh	Krishna, East Godavari, and West Godavari
19	Agartala	Tripura	West Tripura, North Tripura, South Tripura, Dhalai, Gomati, Khowai, Sepahijala and Unakoti
20	Kolkata	West Bengal	All districts
		Odisha	

Note: A candidate is considered to belong to the operational area if he/she is a resident of, or has obtained his / her essential qualification from above mentioned State/District.