



ओएनजीसी मंगलूर पेट्रोकेमिकल्स लिमिटेड

(मंगलूर रिफाइनरी एण्ड पेट्रोकेमिकल्स लिमिटेड की सहायक कंपनी)

ONGC Mangalore Petrochemicals Limited

(A Subsidiary of Mangalore Refinery and Petrochemicals Limited)

CIN NO : U40107KA2006GOI041258 - MSEZ, Permude, Mangalore – 574 509

Advertisement No. 04/2018

Date of opening of online application portal : **25/10/2018**

Last date for submission of online applications : **24/11/2018**

Engagement of Graduate/Technician Apprentice Trainee as per the Apprentices Act, 1961/ Apprentices Amendment Act, 1973 (as amended from time to time)

ONGC Mangalore Petrochemicals Limited (OMPL) is promoted by Oil and Natural Gas Corporation Limited (ONGC) and Mangalore Refinery and Petrochemicals Limited (OMPL) to produce about 913.70 KTPA of Paraxylene and about 283.10 KTPA of Benzene. OMPL is a subsidiary of MRPL. The Company is likely to be scheduled as required by Department of Public Enterprises, Government of India.

OMPL invites applications from Engineering graduates/Diploma holders passed out in the year 2016, 2017 and 2018 for engagement as Graduate Apprentice Trainee /Technician Apprentice Trainee for a period of one year as per the provisions of the Apprentices Act 1961/ Apprentices Amendment Act, 1973(as amended from time to time). Apprentices are required for the following subject fields:

Table 1

Graduate Apprentice Training			
Discipline	No. of Training Slots	Qualification	Stipend
Chemical Engineering	2	Degree in Engineering in the respective discipline	Rs. 4,984 /- per month (inclusive of all)
Electrical and Electronics Engineering	3		
Electronics & Communication Engineering	1		
Mechanical Engineering	1		

Technician Apprenticeship Training			
Discipline	No. of Training Slots	Qualification	Stipend
Chemical Engineering	2	Diploma in Engineering in the respective discipline	Rs. 3,542 /- per month (inclusive of all)
Electrical and Electronics Engineering	2		
Electronics and Instrumentation Engineering	1		

The number of training slots mentioned above is tentative and may increase or decrease at the discretion of Management.

I. RESERVATION OF TRAINING POSITIONS FOR RESERVED CATEGORIES

Table 2

Graduate Apprentice Training				
Discipline	No. of training slots	Reserved for the Category		
		SC	OBC	UR
Chemical Engineering	2		1	1
Electrical and Electronics Engineering	3	1	1	1
Electronics & Communication Engineering	1			1
Mechanical Engineering	1			1
Technician Apprenticeship Training				
Discipline	No. of training slots	Reserved for the Category		
		OBC	UR	
Diploma in Chemical Engineering	2		2	
Diploma in Electrical and Electronics Engineering	2	1	1	
Diploma in Electronics and Instrumentation Engineering	1		1	

Abbreviations Used: UR-Un reserved, OBC- Other Backward Class (Non-creamy layer), SC-Scheduled Caste.

- The above posts are also suitable for Persons with Disability (PWD) category (Orthopedically Handicapped/Hearing Handicapped / Visually Handicapped -Low Vision) category having minimum disability of 40% as per rules.
- Only those candidates who have OBC (Non-creamy layer) certificate in the format prescribed by the Central Government (format available at OMPL website) can apply for post reserved for OBC. Other candidate in OBC category who does not fall in the Central list of OBCs can apply only for Un-reserved (UR) category posts and the candidates have to write the category as "UR" in the

online application form. The candidates need to furnish their OBC certificate as per the format prescribed by Government of India and it must be issued in the financial year 2018-19 or later (issued after 01/04/2018).

- c) Caste Certificate and PWD Certificate: OBC/SC/ST/PWD candidates will have to upload scanned copy of their relevant caste /Disability certificates.
- d) The prescribed format of OBC/SC/ST/PWD certificate is available at current opening section in ompl.co.in.

II. ELIGIBILITY REQUIREMENTS

- a) Candidates who have passed the qualifying examination in the year 2016, 2017 and 2018 only need to apply.
- b) Candidates who have completed and possess the essential qualification as on last date of submission of online application are only eligible to apply. Candidates who are appearing at the qualifying exam/awaiting result of qualifying exam/who do not have mark sheets and degree/diploma certificate (either provisional or final) are NOT ELIGIBLE for applying.
- c) Candidates who have been engaged previously as apprentice/are undergoing apprenticeship training at OMPL or elsewhere under the Apprentices Act, 1961/ Apprentices Amendment Act, 1973(as amended from time to time) are not eligible to apply.
- d) Candidates who have got more than one year of work experience are not eligible to apply.
- e) Candidates applying against Un-reserved training positions should have minimum 55% aggregate marks in the qualifying examination (Engineering Degree/Diploma). Candidates applying against training positions reserved for OBC (Non-Creamy Layer) should have minimum 45% aggregate marks in the qualifying examination (Engineering Degree/Diploma). Candidates belonging to Scheduled Caste (SC)/Scheduled Tribe (ST)/Persons with Disability (PWD) category should have minimum 40% aggregate marks in the qualifying examination (Engineering Degree/Diploma).
- f) In case CGPA/OGPA/Grade is awarded by university, the equivalent percentage will be derived based on the formula provided by the University for converting the grade to percentage. If no formula is prescribed by the University, the equivalence in percentage of marks will be established by multiplying the CGPA/OGPA/Grade by a factor of 10 subject to the condition that the candidate has to submit documentary proof that the University does not have any formula for conversion of CGPA/OGPA/Grade to percentage. Relaxation in percentage of marks in the qualifying examination for SC/ST category is applicable only to the posts reserved for SC/ST as the case may be.
- g) Percentage of marks should be aggregate of all years/semesters i.e., total marks obtained over total maximum marks of all years/semesters without giving any weightage to any particular year/semester, irrespective of the method used by the University/Institution. Aggregate percentage of marks should not be rounded off (for example 54.99 % not be rounded off as 55 %)

- h) All the qualifications specified above should be recognized by Board of Technical Education / UGC/AICTE.

NOTE:

- a) CANDIDATES ARE REQUIRED TO SUBMIT THE ONLINE APPLICATION FORM ONLY ONCE. In case of multiple applications the candidature shall be summarily rejected.
- b) No printed / hard copy of the filled Application Form or any other supporting documents is to be sent before short-listing based on Written Test unless asked to submit specifically.

III. SELECTION PROCESS:

The first stage of short-listing of candidates will be done based on the percentage of marks obtained by the candidates in the base qualification of Engineering/Diploma. The candidates will be listed in the descending order of their marks obtained in base qualification. The top candidates listed will be called for written test in the ratio of 1:25 (i.e. 1 Post: 25 candidates in each category of SC/ST/OBC/UR in the order of merit).

In case multiple candidates are having same percentage of marks in base qualification, the candidate who has passed the qualifying examination (Engineering/Diploma) earlier shall be considered (irrespective of month of passing, the candidates who passes in the same year shall be considered at par).

If the tie still persists then date of birth will be considered i.e. the candidate who is elder shall be considered.

- a) The selection process shall consist of written test. The candidates shall be considered for engagement based on the marks scored in written test and subject to meeting the advertised specifications, verification of documents/any other criteria prescribed by OMPL etc.

WRITTEN TEST (Duration- 90 Minutes)

The WRITTEN TEST will comprise of 50 objective questions with Multiple Choice from the concerned discipline/domain/subject for 50 marks

Note:-

1. All questions carry equal 1 mark. There will be no negative marking.
 2. The Question Papers for Written Test will be in English.
- b) OMPL reserves the right to introduce additional phase of written examination / screening Test in compelling circumstances for screened candidates on the basis of performance in written test and decision regarding calling such number of candidates shall be decided by OMPL only.
- c) The company shall not reimburse any expenses incurred by the candidate on account of travelling, boarding, lodging for attending written test.

IV. GENERAL INFORMATION / INSTRUCTIONS:

- a) The list of shortlisted candidates for written test shall be published in ompl.co.in 15 days prior to the written test. The Admit Card for the Written Test indicating the time and venue of examination for each candidate will be sent via registered Email id, 15 days prior to the date of examination. Candidates, who are not received the admit card by Email, should contact at email ID omplhr@omplindia.com. Candidates can appear in the examination with any one of Admit card, either received by mail or downloaded from website. Intimation about shortlisted candidate will be posted on website for which candidate may keep in touch through website. A candidate has to appear in all the phases of the process to be eligible for the selection. The candidates are advised to keep in touch through the Website.
- b) Examination will consist of Objective Type Multiple Choice Questions only. OMR Answer Sheets will be provided for Objective Type Multiple Choice Question paper. OMR Answer Sheet to be filled in with Blue / Black Ball Point Pen only as per instructions given in OMR Answer Sheet. Candidates are required to mark their Name, Date of Birth, Roll Number, Registered Application Number, and Question Booklet Number etc. correctly on the OMR Answer sheets by darkening the appropriate ovals / boxes. Candidates are also required to sign their names in running hand on the Answer Sheets. Answer Sheets not bearing the Candidate's Name, Roll Number, Signature etc. in the space meant for the purpose will not be evaluated and awarded Zero mark. OMR Answer Sheets are read by machine and, therefore, failure to comply with any of the instructions will result in award of Zero marks. Candidates in their own interest should strictly follow the Instructions given on the Question Booklet/ OMR Answer sheet. No representation regarding non-compliance of instructions will be entertained.
- c) It is mandatory for all the candidates to upload their Photograph and Signatures as specified without any exception.
- d) The written test shall be conducted at Mangalore only. However OMPL reserved the right to add any written test centre. No change in centre of examination will be allowed under any circumstances. OMPL reserves the right to cancel any Centre and ask the candidates of that Centre to appear from another Centre. OMPL also reserves the right to divert candidates of any Centre to some other Centre to take the examination. In this scenario also No TA will be paid to the candidate.
- e) RESOLUTION OF TIE CASES: In case of a tie in a particular discipline, the tie will be resolved as under: Candidate who has scored higher aggregate percentage of marks in the qualifying examination (Engineering/Diploma) will be considered. If tie still persists, the candidate who have passed the qualifying examination (Engineering/Diploma) earlier shall be considered (irrespective of month of passing, the candidates who passes in the same year shall be considered at

par). If the tie still persists then the candidate older in age will get preference. Mere submission of application and fulfilling the eligibility conditions gives no right to any person for appearing in Written Test etc.

- f) Qualifying in the Written Test for the post without fulfillment of eligibility conditions will not confer any claim to the candidate for final selection.
- g) Candidates should comply with additional instructions of OMPL, if any.
- h) No correspondence will be entertained about the outcome of the application, at any stage.
- i) Candidate must ensure to have fulfilled all the eligibility criteria specified in the advertisement as on last date of submission of online application. Candidates should satisfy themselves that they fulfill the required qualification and other eligibility criteria, before applying for the post. In case it is found that the information furnished by a candidate is defective in any manner or has been deliberately suppressed, the candidature will be summarily rejected as and when it comes to the notice of the Management. The candidates are advised to satisfy themselves fully about the correctness of the information furnished. The candidature would be rejected if found ineligible at any stage.
- j) Issue of Admit Card for the Written Test does not confer any right of acceptance of candidature and should not be construed as an acknowledgment of fulfilling the eligibility criteria.
- k) Before registering/submitting applications on the website, the candidates should follow the instructions given in advertisement/website and possess the following:-
 1. Valid E-Mail ID and Mobile No:- The E-Mail ID and Mobile No. entered in the Online Application Form should remain valid / active until the process is completed. No change in the Email ID and Mobile No. will be allowed once submitted. The candidate himself/herself will be responsible for wrong or expired E-Mail ID & Mobile No.
 2. PHOTOGRAPH:- One recent color passport size photograph preferably with white background, not more than three months old is to be SCANNED AND UPLOADED in the space earmarked in the online application Form. Size of the file for photograph should be between 20kb-100kb.
 3. SIGNATURE:- Signature (in Blue/Black ink) against white background is to be SCANNED and UPLOADED in the space earmarked in the Online Application Form and as per the guidelines given on website. Candidates must ensure that the signatures are identical throughout the process at all stages and/or places. If any variation is found between the signatures, the candidature is liable to be cancelled. Candidate is advised to confirm his/her uploaded signature is clearly visible/identifiable at the appropriate place. Size of file should be between 20kb-100kb.

4. Caste Certificate and PWD Certificate: OBC/SC/ST/PWD candidates will have to upload scanned copy of their relevant caste /Disability certificates. The size of these scanned copies should be less than 1 MB and in pdf files only.
 5. Degree/diploma Certificate : candidates will have to upload scanned copy of their degree/diploma Certificate. The size of this scanned copy should be less than 1 MB and in pdf files only.
- l) In case of any clarification during process, please email at omplhr@omplindia.com . No other form of communication shall be entertained. However, pendency of any such query will not effect in extension of scheduled dates of the process.
- m) The decision of the Company in all matters relating to the conduct of examination and preparation of merit list will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.

V. OTHER TERMS AND CONDITIONS

- a) The engagement as apprentice will be purely for training for one year only and it will be terminated on completion of one year. The engagement as Apprentice is only temporary and shall not lead to absorption in the company. OMPL does not give any commitment on providing permanent/temporary employment to apprentices on successful completion of training period.
- b) The place of engagement as apprentice will be ONGC Mangalore Petrochemicals Limited (OMPL), Mangalore.
- c) Candidates selected as Apprentice shall be paid monthly stipend as mentioned in the above Table. No other payment shall be made to the apprentice. The apprentices engaged shall have to make their own arrangement for stay/transport etc. during the period of engagement at OMPL.
- d) The number of training slots mentioned above and the reservation for various categories are provisional and may increase /decrease at the discretion of Management and in compliance with Presidential Directives on reservation at the time of engagement. Depending on the requirement, the Management reserves the right to curtail/enlarge the number of training slots or cancel/restrict the engagement process, if need so arises, without any further notice and without assigning any reasons thereof.
- e) The engagement will be governed by the Apprentices Act, 1961/Apprentices Amendment Act, 1973(as amended from time to time).
- f) The candidates may note that the engagement as Apprentice is subject to registration from Board of Apprenticeship Training, Chennai.

VI. HOW TO APPLY

Steps for Applying:

- a) A candidate fulfilling the eligibility criteria shall click on the link "[Engagement of Apprentice: Advt.No.04/2018](#)". No other means/mode of application will be accepted.
- b) Before filling the application online, candidate has to ensure that he/she is fulfilling the advertised specifications by reading the detailed advertisement available on the link "[Detailed advertisement- Advt.No.04/2018](#)"
- c) If the candidate is fulfilling the advertised specifications, then he/she can click the link "[Registration Form for Graduate Apprentice Trainee](#)" for graduate apprentices and "[Registration Form for Technician Apprentice Trainee](#)" for Technician apprentices and fill the details in the respective fields.
- d) Candidate will have to fill the requisite information like Candidate's Name, Gender, Date of Birth, Category, whether Person with Disability, Discipline, Educational Qualification, E-mail Id, Mobile Number, Communication Address, Declaration, etc. On submission of details, Candidate will be prompted to check the filled details and fill/make corrections if any, otherwise to SUBMIT his/her final data.
- e) Photograph and Signature is to be up-loaded as per instructions given on the website in the link "Guidelines for scanning the Photograph, Signature, Caste Certificate and PWD Certificate". There will be 4 separate links for uploading Photograph, Signature, Caste Certificate and PWD Certificate. Click on the respective link "Upload Photograph, Signature, Caste Certificate, and PWD Certificate".

Recent passport size color photograph (within 3 months), preferably with white background, must be used. Size of the file for photograph should be between 20kb-100kb.

For signature the candidate has to sign on white paper with Black Ink pen. If the candidate's signature on the answer script at the time of the examination and at subsequent stages, if applicable, does not match the scanned signature on the Admit Card/Attendance Sheet, the candidature of the candidate will be disqualified. Size of file should be between 20kb-100kb.

Candidates belonging to reserved categories (SC/ST/OBC-Non creamy layer/PWD) has to scan and upload the relevant Certificate issued by the prescribed authority. In case of failure of uploading the relevant certificate/document, the candidature will not be accepted. The prescribed format of SC/ST/OBC-Non creamy layer/PWD certificate is available at current opening section in ompl.co.in. The size of these scanned copies should be less than 1 MB and in pdf files only.

Candidates will have to upload scanned copy of their degree/diploma Certificate. The size of this scanned copy should be less than 1 MB and in pdf files only

Online Application Form will not be Accepted/Registered unless the candidate uploads his/her photograph, signature and certificate/document (if applicable) as specified.

After uploading, Candidates have to preview the uploaded images. Here the candidate is advised to see that, his/her uploaded photograph is clearly visible/identifiable in the appropriate row and the specimen signature is also visible in appropriate space. If for any reason uploaded images are not up to the mark then the candidate can upload these images again by following the same procedure. In no case these spaces should be swapped. If the candidate is satisfied with the uploaded images, he/she may proceed further.

f) Submission of Application:

- The candidate may review all the filled information before clicking on the declaration.
- If a candidate finds that all the filled information are correct then he/she can select the declaration and click on final SUBMIT button given on page, otherwise EDIT the information filled by him/her.

The candidate should cross check all the details filled in the Online Application, before finally submitting the same, as no correction will be possible later.

- Once a candidate clicks on SUBMIT button a Registered Application Form will be generated having unique Registration Number. Candidates are advised to take a print of the Registered Application Form for their records and future reference.
- Candidates will get a Registration Number as confirmation through E-mail. Thus the process for registration of Candidates gets completed. The Registration number along with email id can also be used for downloading the Admit Card 15 days prior to the date of examination which shall also be notified in the designated OMPL website. In case the candidate is not able to take the printout of the Registered Application Form and/or Email indicating Registration Number, the candidate can download / access the same by link "Click here to Print/Reprint Registered Application Form if earlier attempt was not successful (Re-login)" given on the OMPL website.

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SCHEDULE		
1.	Submission of Online Application Form will commence from	25/10/2018 at 10.00 Hrs (IST)
2.	Last Date for Online Application	23/11/2018 till 23:59 Hrs (IST)

Note: Corrigendum or Addendum to this advertisement, if any, shall be published only on the OMPL website. Candidates may keep in touch through the website ompl.co.in for regular updates.

IN ORDER TO AVOID LAST MINUTE RUSH, THE CANDIDATES ARE ADVISED TO APPLY EARLY ENOUGH. OMPL WILL NOT BE RESPONSIBLE FOR NETWORK PROBLEMS OR ANY OTHER PROBLEM IN SUBMISSION OF ONLINE APPLICATION.
