

Sl. No.	Group	Query	Reply
1	Eligibility	For how many posts is a candidate eligible to apply? Or Based on my qualification, I am eligible for more than one post. Can I apply for all of them?	A candidate can apply for multiple posts in case he is eligible. Based on his/her eligibility the posts shall be displayed on the online application site. The candidate will have to select the posts in order of preference. The same shall be utilised for issue of offer of appointment in case of his selection. Only one offer of appointment shall be given to the selected candidate based on his/her choice of preference indicated in the online application
2	Eligibility	Is a qualification acquired through distance learning/ correspondence acceptable for applying for a position in ONGC?	Candidates possessing qualifications acquired through the distance learning mode/ correspondence can apply provided their qualifications are recognised by the relevant statutory bodies for employment to posts and services under the Central Government.
3	Eligibility	I am in my final year/ semester. Am I eligible to apply?	No. Candidates possessing the prescribed essential qualification as on the <b>LAST</b> date of application i.e. <b>24.01.2019</b> can only apply. Candidates will have to submit relevant proof at the time of uploading of documents/ skill test (in case shortlisted) that they have acquired their qualification as on <b>24.01.2019</b> .
4	Eligibility	My College/ Institution/ University does not give the percentage of marks. It only awards Letter Grades/CGPA/OGPA/DGPA etc. How should I fill the percentage of marks in the online application column?	Kindly obtain a certificate/ proof of conversion from your College/ Institution/ University on the conversion formula to be adopted for converting Letter Grades/ CGPA/ OGPA/ DGPA to percentage and convert your Letter Grades/ CGPA/ OGPA/ DGPA to percentage of marks as per this formula. This certificate/ proof of conversion needs to be submitted at the time of uploading of documents/ skill test.
5	Eligibility	I am a Physically Challenged person. Can I apply under Unreserved category for posts which have not been reserved for PWD candidates?	A PWD candidate can apply for posts which have been <b>identified</b> for the specific type of disability in the advertisement even though these posts have not been reserved for them. Age relaxations to the extent available as admissible for PWD candidates shall also be available to them. However, the benefit of reservation shall be given only to those PwD candidates for whom the posts have been reserved as per the Disability.
6	Eligibility	I have a B.Tech in Mechanical Engineering. Am I eligible to apply for the posts of Assistant Technician (Mechanical) Or I have an Engineering degree in the relevant discipline. Am I Eligible to apply for a post where the qualification required is a Diploma	Candidates must possess the minimum essential qualification(s) mentioned in the advertisement. Possession of any higher qualification without possessing the essential qualification shall not be acceptable. Candidates will be eligible to apply in case they possess a higher qualification in <b>ADDITION</b> to the minimum essential qualification prescribed in the advertisement e.g. a candidate with just a B.Tech (Mechanical) will not be eligible. However, he shall be eligible in case he possesses a 3 year Diploma in Mechanical Engineering along with a B.Tech (Mechanical).

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7	Eligibility	Can I apply to posts which have been identified for PWD category?	A Candidate can apply for multiple posts for which he/she is eligible. The posts identified for PWD category indicates that candidates belonging to PWD category can also apply for these posts. However the benefit of reservation shall be given to those PWD candidates for which the posts have been reserved as per the disability. All PWD candidates shall however be eligible for age relaxations for the identified posts as per the govt guidelines on the subject.
8	Eligibility	On calculation of my percentage, it is observed that it is in repeating decimal e.g. 55.798. How should I mention it on the website	Percentages in repeating decimal should be rounded off to maximum two digits after the decimal point e.g. 55.798 may be rounded off to 55.80
9	Eligibility	I am a domicile of Tripura. I have applied for a Domicile certificate but the same has not been issued as yet. Am I eligible to apply?	Yes, you are eligible to apply. However, you must possess a valid Domicile Certificate at the time of Physical/ Skill Tests / Uploading of documents as part of this recruitment process, without which your candidature is liable to be rejected.
10	Eligibility	I possess all the requisite qualifications except the desired experience required. I will be fulfilling the desired experience criteria after closing date of application. Can I still apply?	No. A candidate must meet the experience criteria as on the last date of application. In case the experience criteria is not fulfilled as on the said date, the candidate is not eligible to apply.
11	Eligibility	I am a departmental candidate of ONGC, I did not possess domicile certificate of Gujarat? Am I eligible to apply for posts advertised for Dehradun?	Departmental candidates are eligible to apply for any work-centre subject to fulfilling other eligibility criteria
12	Eligibility	I have both Diploma and ITI qualification and eligible to apply for both A-I and A-II level post(s). Can I apply for both level of post(s)?	A candidate may apply for posts in both the levels but will have to register separately for two positions. It is however important to note that CBT of both levels may be conducted simultaneously and the candidate may have to appear in only one level.
13	Process	What are the modes of applying?	All applicants have to <b>register online only</b> and fill in their details in the online application form. <b>No CV/ manual applications shall be accepted.</b> A registration slip will be generated on successful registration. Take a printout of this registration slip and keep it in a safe place. An e-mail and an SMS will also be sent to the registered e-mail id as well as to the mobile phone no. intimating that the application of the candidate has been registered. The candidate can also view his/ her data by logging in with a combination of his Registration ID and date of birth. After logging in he/she can also take a print out of his registration slip.

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14	Process	What is the fee amount that I am required to pay?	<p>Fee details are mentioned in the detailed advertisement. Please read the advertisement carefully.</p> <p>Gen/OBC: Rs. 370/- . This includes Registration fee (Fee- Rs 299.20/- plus Bank charges- Rs 60/- plus GST- Rs 10.80/- on Bank charges)</p> <p>SC/ST/PWD/Ex-Servicemen candidates are not required to pay any fee</p> <p>The candidature of applicants submitting fee of lesser amount or depositing fee through any mode other than the prescribed method, will be summarily rejected.</p>
15	Process	Do I need to submit my fee before applying?	<p>Candidates will have to fill the online application form first. Thereafter a challan slip shall be generated. Candidates will have to print this challan slip to deposit the required fee in ONGC's Power Jyoti a/c No 30827318409 of SBI, Tel Bhavan, Dehradun. The bank shall provide a Journal no to the candidate once the transaction has been made in the bank. The candidate will have to submit payment details like Journal etc. at 'Enter Chalan Details' tab by logging in to weblink using his Registration number and password.</p>
16	Process	I belong to SC/ST/OBC category. Can I apply for posts for which there is no vacancy under the reserved category e.g. under SC category there is no vacancy for the post of JAT(Electrical).	<p>A candidate can apply for any of the post(s) for which he/ she is eligible. In case there is no vacancy for him in either of the reserved category he can still apply provided he meets the eligibility criteria prescribed for General Category. <b>However, no relaxation in age shall be provided to him for such posts.</b> Also he shall be considered for skill test/ final selection as per the General Category merit and not as per SC or ST or OBC category merit.</p>
17	Process	Do I need an email address for filling in an on-line application?	<p>Possessing a valid e-mail id is a must before filling the online application form. It will also be useful for receiving e-mail updates/alerts relating to the recruitment process from ONGC. The candidate should make sure that he/ she fills in the correct e-mail id (without any typographical errors) and the id is active for at least the next 1 year. ONGC shall not be responsible for any mails bouncing back or mails being sent to spam folder etc.</p>
18	Process	My current residential address is temporary and is likely to change, so which address should I provide?	<p>The candidate may provide his temporary address for the time being. However, the candidate should make sure that he/ she has provided his correct permanent address, a correct e-mail id and a correct landline/ mobile no as well in order to avoid any loss in receiving official communication.</p>

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19	Process	Are there any file size restrictions when uploading my documents online?	Yes. The scanned copy of the photograph should be between 20-50kb and the scanned copy of the signature should be between 10-20kb. Also the scanned copies should necessarily be in either jpeg or jpg format. Please also ensure that a recent passport size colour photograph with a white background is uploaded
20	Process	I am unable to upload the scanned copy of the photograph/ signature	Check if the file type is .jpg or .jpeg. Any other file type will not be accepted. Also check if the file size is of the desired memory range. Please also note that the file name should necessarily be in small alphabets i.e. PHOTO.JPG is not acceptable but photo.jpg will be acceptable
21	Process	What documents should I keep for future reference?	The candidate should keep a copy of his/ her registration slip, bank challan, admit card and skill test call letter (if applicable) till the end of the recruitment process. <b>No documents are to be sent to ONGC unless specifically requested.</b>
22	Process	Do I need to send the print out of registration slip to ONGC ?	<b>No documents are to be sent to ONGC.</b> However, the candidate is strongly advised to keep a printout of his/ her registration slip for future reference.
23	Process	I am working with a Central / State Govt / PSU. Do I need to apply through proper channel / produce NOC ?	Candidates working with a Central/ State Govt / PSU are required to produce NOC at the time of skill test/ uploading of documents <b>failing which they shall not be considered.</b>
24	Process	I'm a departmental candidate. Do I still need to submit the registration fee?	Yes, departmental candidates would also be required to deposit the applicable registration fee through bank challan. However, the same would be reimbursable.
25	Process	Can I edit my information after submitting?	Once the application has been finally submitted, no part of the application form can be edited. Candidates are advised to maintain accuracy of information while applying and recheck before finally submitting the online application.
26	Process	I have by mistake entered incorrect data in my application. I need to correct it.	Data once entered cannot be edited. Care should therefore be taken that only correct information is entered in the application form. In case of any grave error in the application form the candidate will need to apply afresh.
27	Process	I am unable to choose a post of my choice.	Based on your age, essential qualification and other details the system is designed to give the posts for which you are eligible. In case it is not displaying the post of your choice, you have either entered incorrect data or you are not eligible for that particular post. Hence kindly fill in correct details and check the advertisement for eligibility.

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28	Process	What should I do if there is lot of delay in accessing the online application page?	The delay in accessing the Page depends upon various factors like Internet Speed, large number of applicants trying to register the application at the same time etc. Therefore if you are not able to get the page for registration promptly, please retry after some time or during off-peak hours.
29	Process	What is the procedure to pay the fee for the examination?	Print the challan form generated after filling up the application form and then pay the requisite amount at any Branch of SBI.
30	Process	Do I need to preserve copy of application fee challan?	Yes, You must preserve a copy of challan, which may be required to be produced in future to ONGC.
31	Process	Is there any other bank in addition to SBI where fee can be deposited by cash?	No, the fee may be deposited in any branch of State Bank of India.
32	Process	Is there any other form/challan to pay fee by cash apart from the challan?	No. An applicant must make use of the challan generated by the system. The Bank(SBI) will not accept the fee (in cash) by any form or challan.
33	Process	I found mistake in entry of Bank payment details after submission of my application. What should I do ?	You are required to submit copy of challan issued by bank for payment in cash mode / Bank statements showing debit of Fee Amount for other authorized mode as documentary proof for payment of Fee, in case asked.
34	Process	I have taken the print of challan by clicking on the "Print" option. I have to deposit the cash in a branch of SBI through this challan. How will I re-enter the system to submit my transaction details of the fee if I log out of the system now?	A candidate, after having obtained the <b>Journal number</b> , should again log in by making use of the Registration number & Password generated at the time of submission of basic details of application & thereafter enter the relevant particulars in the remaining columns at challan details tab. The Registration ID is also available on the challan.
35	Process	I registered my particulars on the website. However I did not receive any SMS/ E-mail of confirmation Or I have submitted the application. However I have not received any message for successful registration of my application	Please ensure that you have submitted the correct Mobile No/ E-mail in the registration process. SMSes may sometimes be delayed due to network congestion. For E-mail please check if the mail has been sent to your Spam/ Junk mail folder