



OIL AND NATURAL GAS CORPORATION LTD.  
HAZIRA PLANT

Notification for engagement of Apprentices under Apprentices Act, 1961  
at ONGC, Hazira Plant, Surat.

Oil and Natural Gas Corporation Limited (ONGC), a “Maharatna” Public Sector Enterprise which is India’s flagship energy major, engaged in Exploration and Production of Oil and Gas in India and abroad, proposed to engage Apprentices under Apprentices Act 1961 for training at Hazirra Plant located at Surat, (Gujarat).

2. Applications are invited from eligible candidates in the following designated trades for engagement as Apprentices under Apprenticeship Act 1961 read in conjunction with Apprenticeship Rules 1992 and Apprentices Amendment Act 2014:

Sl.No.	Apprenticeship Trade	Vacancies	Duration of training	Eligibility/qualification
1	Boiler Attendant	4	1 year	ITI in Boiler Trade
2	Lab. Assistant (Chemistry)	4	1 year	Passed 10 <sup>th</sup> class under 10+2 system of education with Science(Physics & Chemistry) and Maths as subjects or its equivalent with ITI in relevant Trade or passed BSc. with Physics and Chemistry as subjects. Group No.18-Chemical Trades Group,Sr.no.3 as given at dget.gov.in
3	Electronics Mechanic	2	1 year	ITI in Electronics Trade
4	Electrician	6	1 year	ITI in Electrical Trade
5	Secretarial Assistant	6	1 1/2 years	10+2 Passed(candidates with 3 years Degree in Arts/Commerce/Science preferred).
6	Instrument Mech.	4	1 year	ITI in Instrument Trade
8	Fitter	7	1 year	ITI in Fitter Trade
9	Machinist	1	1 year	ITI in Machinist Trade
10	Machinist ( Grinder)	1	1 year	ITI in Machinist (Grinder) Trade
11	Mechanic(M.V)	1	1 year	ITI in Mechanic(M.V.) Trade
12	Mechanic(Diesel)	2	2 years	ITI in Mechanic Diesel Trade
13	Tractor Mechanic	1	2 years	ITI in Tractor Mechanic Trade
14	Turner	1	1 year	ITI in Turner Trade
15	Welder	1	1 year	ITI in Welder Trade

3. RESERVATION OF VACANCIES : Government guidelines on Reservations will be followed.

4. ELIGIBILITY CONDITIONS:

- A. QUALIFICATIONS: Prescribed qualification as mentioned above.
- B. AGE : The candidate should have attained the age of 18 years and should not have attained the age of 21 years as on 1.3.2017.
- C. MINIMUM PHYSICAL STANDARDS: As prescribed in the Apprenticeship Rule 1992, clause 4 and amendments thereof if any.
- D. PREVIOUS TRAINING: Candidates who have already undergone or are currently undergoing apprenticeship under Apprenticeship Act 1961 in any Government or Public Sector or Private Industrial organization are not eligible to apply.
- E. The applicant should not have completed three years after passing of the qualifying exam as on 1.3.2017.

5. STIPEND : Monthly stipend will be paid as per the prescribed rates governed by Apprenticeship Act.

6. SELECTION PROCEDURE: Shortlisting of candidates will be done based on the percentage of marks obtained in the basic prescribed qualifications as applicable to the respective trade.

7. TRAVEL EXPENSES: No travel expenses or transport facility are admissible.

8. BOARDING/LODGING: No boarding or lodging expenses are admissible.

9. HOW TO APPLY : The Vacancies wrt ONGC Hazira Plant have been highlighted in the <https://ongcindia.com>. Interested & eligible candidates willing to take ITI trade apprentice training at ONGC Hazira Plant are first required to register in the web portal <http://apprenticeship.gov.in> for enrolment as apprentices. The application will not be accepted without registration in the above mentioned web portal.

The candidates have to apply for the respective trade through the establishment **User ID E12162403059, the establishment ID for ONGC, Hazira Plant, Surat, Gujarat for one trade only.**

Besides the above candidates are required to download the application format(Annexure-1)available in ONGC website i.e. [www.ongcindia.com](http://www.ongcindia.com) and forward their filled-in application along with the following documents duly self-attested:

- a. Passports photos – 5 nos.
- b. SSC/Matriculation Marksheet.
- c. ITI Marksheet if applicable
- d. Degree certificate with marksheet, if applicable
- e. Proof of Date of Birth
- f. Community Certificate if applicable
- g. Certificate of Physical Disability, if applicable

- h. Required certificate as proof for ward of Armed forces personnel(Serving, Ex-servicemen etc)
- i. Character certificate signed by Gazetted Officer.
- j. ADHAR card(Compulsory)
- k. ADHAR linked bank account.

**Medical fitness certificate: Candidates will have to submitted medical fitness Certificate** obtained from a Medical Officer not below the rank of Assistant Surgeon(Gazetted).

10. The filled in application along with documents as mentioned above may be sent /deposited at the following address:

The Dy. General Manager (HR)-I/C HR/ER,  
OIL and Natural Gas Corporation Ltd.,  
Hazira Plant,P.O. ONGC Nagar,  
Surat Gujarat ,PIN No.394518

LAST DATE: Candidates should ensure that their applications reach the above address on or before 1800 hrs on 10.3.2017.

NOTE: ONGC reserves right to accept or reject any applications without showing any cause/reasons what so ever. In a particular trade, if suitable candidates are not available, at the sole discretion of ONGC, (as per rules) other trades can be accepted/ engaged. It shall not be obligatory on the part of ONGC, Hazira Plant to employ Apprentice Trainees on completion of training nor shall it be obligatory on the part of the apprentice to accept an employment under the employer. The selected candidates will be governed by the terms and conditions as per Apprenticeship Act of 1961 and further amendments made therein.

Last date for online application towards the above training slots 05.03.2017.

DGM(HR)-I/C HR/ER  
ONGC Hazira Plant,Surat

**Annexure-I**

Application for engagement of Apprentices for the Trade of \_\_\_\_\_ in Oil and Natural Gas Corporation Limited, ONGC Hazira Plant, Surat

To,  
The Dy. General Manager (HR)-I/C HR/ER,  
OIL and Natural Gas Corporation Ltd.,  
Hazira Plant,P.O. ONGC Nagar,  
Surat Gujarat ,PIN No.394518

Sir,

In response to your Advertisement No. \_\_\_\_\_ dated \_\_\_\_\_, I hereby apply for the trade of \_\_\_\_\_ as apprentice in your organization with the following details:

1	Name in block letters	
2	Enrolment/registration no as indicated in web portal <a href="http://apprenticeship.gov.in">http://apprenticeship.gov.in</a>	
3	Fathers Name	
4.	Correspondence Address	
5	Date of birth as on 10.3.2017	
6	Whether SC/ST/OBC/GEN	
7	Whether persons with disabilities(PWD)/ward of Armed personnel	
8	Educational qualifications	a) Exam Passed: b) Board/Council/University: c) Year of passing: d) Total Marks obtained: e) Grade/Division/Percentage: f) Undergone ITI of how many years specify:
9	Email id (Active mail)	
10	Mobile phone(Active Mobile No)for further contact	

I hereby declare that all the particulars given in this application are true and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being declared or found before or after selection, my candidature will be cancelled. I also understand that it is purely an Apprenticeship Training and ONGC shall have no obligation to offer employment on the grounds of completion of Apprenticeship Training.

Full Signature of applicant

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

Place: \_\_\_\_\_