



OIL AND NATURAL GAS CORPORATION LIMITED

RECRUITMENT OF GRADUATE TRAINEES-2010

ADVERTISEMENT NO. 2/2010 (R&P)

JOIN US AND BE PART OF ONGC

Oil and Natural Gas Corporation Ltd. (ONGC) is a Fortune-Global 500 Company and the first ever Indian Corporate in Fortune list of 'World's Most Admired Companies 2007'. It ranks 20th among leading global energy majors as per 'Platts' Top 250' Global Energy Company Ranking 2007. It leads all Indian Corporates in Forbes Global 2000 and in Financial Times Global 500. ONGC, through its subsidiary ONGC Videsh Ltd. (OVL), is India's biggest Transnational Corporate with overseas investment of over 10 billion USD in 16 countries.

ONGC is looking for promising, energetic and young Engineers/Geo-scientists, MBAs and CAs with bright academic record to join the organization as Class-I executive (E-1) in the following disciplines- Drilling, Mechanical, Instrumentation, Production, E&T, Civil, Cementing, Chemistry, Geology, Geophysics, Reservoir Finance & Accounts, Programming and Security. The pay scale is in the grade of Rs. 24,900 - 50,500/- with an increment of 3% per year. Besides Basic Pay, the employee is entitled to allowance @ 47% of Basic Pay under Cafeteria Approach, Dearness Allowance, HRA/Company Accommodation, Contributory Provident Fund, Conveyance Maintenance, Substantial Performance Related Pay (PRP), Medical Facility for self and dependents, Gratuity, Self Contributory Post Retirement Benefit Scheme and Composite Social Security Scheme as per Company rules.

The Company offers one of the best compensation packages in cost to company (CTC) terms in the country with opportunity of merit-oriented advancement in a professionally managed organization focused on growth.

A: DETAILS OF DISCIPLINES AND MINIMUM ESSENTIAL QUALIFICATIONS

Sl. No.	Discipline	Posts						Minimum Essential Qualification**
		Total	SC	ST	OBC	PC	GEN	
1.	Drilling	34	09	05	10	-	10	Ist Class Graduate Degree in Mechanical / Petroleum Engineering.
2.	Mechanical	25	06	-	05	-	14	Ist Class Graduate Degree in Mechanical Engineering.
3.	Instrumentation	22	03	02	08	-	09	Ist Class Graduate Degree in Instrumentation Engineering.
4.	Production	38	14	01	15	-	08	Ist Class Graduate Degree in Chemical / Mechanical / Petroleum Engineering.
5.	E&T	28	05	01	09	-	13	Ist Class Graduate Degree in Electronics/ Telecom/ E&T Engineering Or Ist Class Post Graduate Degree in Physics with Electronics.
6.	Civil	33	04	02	10	-	17	Ist Class Graduate Degree in Civil Engineering.
7.	Cementing	21	03	01	05	-	12	Ist Class Graduate Degree in Mechanical / Petroleum Engineering.
8.	Chemistry	28	06	-	07	-	15	Ist Class Graduate Degree in Chemical Engineering or Ist Class Post Graduate Degree in Chemistry.

Sl. No.	Discipline	Posts						Minimum Qualification **	Essential
		Total	SC	ST	OBC	PC	Gen		
9.	Geology	49	08	-	17	-	24	Ist Class Post Graduate Degree in Geology.	
10.	Geophysics (Surface)	42	07	02	09	-	24	Ist Class Post Graduate Degree in Geophysics or Physics with Electronics.	
11.	Geophysics (Wells)	45	11	04	13	-	17	Ist Class Post Graduate Degree in Geophysics or Physics with Electronics.	
12.	Reservoir	35	05	01	12	-	17	Ist Class Post Graduate Degree in Geology/ Chemistry/ Geophysics/ Mathematics/ Physics /Petroleum Technology (Must have Mathematics / Physics at B.Sc. level) or Ist Class Graduate degree in Chemical/Petroleum Engineering.	
13.	Finance & Accounts *	05	01	-	-	*	04	Graduate Degree with ICWA / CA or Ist Class MBA with specialization in Finance.	
14.	Security	05	-	-	01	-	04	Post Graduate Degree with 2 years service with Armed Forces or Central Police Organisation. (Minimum Physical Standards as given below #)	
15.	Programming *	09	01	-	03	*	05	Ist class Graduate Degree in Computer Engineering OR Ist class Post Graduate in Computer Applications (MCA)/ Computer Science OR 'B' level diploma as defined by Deptt of Electronics, GOI.	
Total (Number of posts likely to vary)		419	83	19	124	*	193		

*** 01 post for Person with Disabilities in HH category in Finance & Accounts Discipline and 01 post in HH/OH category in Programming Discipline.**

Minimum Physical Standard requirement for Security discipline (Sl. no 14):

a) Minimum height 168 cms (for tribes/ hillmen-163 cms). Chest-81 cms. With expansion of 5 cms.

b) For persons from state of Assam:

Minimum height -163 cms (for tribes/ hillmen-160 cms)

Chest-79 cms. With expansion of 5 cms.

** Kindly refer to point (C) on next page.

B. SPECIAL RECRUITMENT DRIVE (SRD) FOR SC/ST:

Sl. No.	Discipline	Posts		Total	Minimum Essential Qualification**
		SC	ST		
1.	Drilling	05	01	06	Ist Class Graduate Degree in Mechanical / Petroleum Engineering.
2.	Mechanical	06	01	07	Ist Class Graduate Degree in Mechanical Engineering.
3.	Instrumentation	01	-	01	Ist Class Graduate Degree in Instrumentation Engineering.
4.	Production	06	01	07	Ist Class Graduate Degree in Chemical / Mechanical / Petroleum Engineering.
5.	E&T	01	02	03	Ist Class Graduate Degree in Electronics/ Telecom/ E&T Engineering Or Ist Class Post Graduate Degree in Physics with Electronics.
6.	Civil	01	01	02	Ist Class Graduate Degree in Civil Engineering.
7.	Cementing	01	-	01	Ist Class Graduate Degree in Mechanical / Petroleum Engineering.
8.	Chemistry	02	02	04	Ist Class Graduate Degree in Chemical Engineering or Ist Class Post Graduate Degree in Chemistry.
9.	Geology	01	02	03	Ist Class Post Graduate Degree in Geology.
10.	Geophysics (Surface)	01	01	02	Ist Class Post Graduate Degree in Geophysics or Physics with Electronics.
11.	Geophysics (Wells)	02	01	03	Ist Class Post Graduate Degree in Geophysics or Physics with Electronics.
12.	Reservoir	01	-	01	Ist Class Post Graduate Degree in Geology/ Chemistry/ Geophysics/ Mathematics/ Physics /Petroleum Technology (Must have Mathematics / Physics at B.Sc. level) or Ist Class Graduate degree in Chemical/Petroleum Engineering.
Total		28	12	40	

** Kindly refer to point (C) on next page.

C: ADDITIONAL REQUIREMENT:

The minimum percentage of marks in the qualifying examination/ degree is as under (Excluding Security discipline)		
Subjects	Minimum %age of marks required	
	Gen/OBC	SC/ST/PC/Departmental
1. Engg/ Science subjects	I class with minimum 65% marks	I class with minimum 60% marks
2. MBA (Finance)	I class with minimum 65% marks	I class with minimum 60% marks
3. ICWA / CA	Pass	Pass
Wherever CGPA/ OGPA or letter grade in degree is awarded, equivalent % of marks should be indicated in the online application as per norms adopted by Univ/ Instt. Please also obtain a certificate to this effect from the Univ. Instt, which shall be required at the time of interview.		

AGE LIMIT: As on **May 21, 2010** for all posts except Drilling and Cementing: **1.Gen.**-30 Years, **2. OBC (Non- Creamy Layer)** - 33 Years **3. SC/ST**- 35 Years and **4. PC** – 40 Years for Gen, 43 years for OBC & 45 years for SC/ST category.

For Drilling and Cementing: As on **May 21, 2010** **1. Gen.** - 28 Years, **2. OBC (Non Creamy Layer)** - 31 Years and **3. SC/ST** - 33 Years.

D: SELECTION PROCESS

(a) Eligible candidates will be required to appear for Written test (Objective as well as Subjective Type) consisting of two papers namely (i) General Awareness (ii) Subject / Specialization concerned. (b) The candidates who qualify in the written test shall be called for psychometric test and interview as per merit and criteria decided by the Management. (c) The written test is tentatively scheduled on **June 20, 2010**. *(The exact date of the test shall be communicated to the candidates through admit card and will also be available on ONGC website www.ongcindia.com).* (d) Screening and selection will be based on the details provided, hence it is necessary that only accurate, full and correct information is furnished by the applicants. Furnishing of wrong / false information will be a disqualification and ONGC will **NOT** be responsible for any consequence of furnishing of such wrong/false information. Departmental candidates must ensure filling their own CPF Number of ONGC in the appropriate column on the Online form, failing which they shall not repeat **SHALL NOT** be screened/ considered as departmental candidates.

E: HOW TO APPLY

Eligible applicants would be required to apply Online (on the Internet) only through the link 'Apply Online' on ONGC's website: www.ongcindia.com. No other mode of application shall be accepted.

1. Before registering/submitting their applications on the website the candidates should possess the following:
 - a) Valid E-mail ID.
 - b) A facility to take Printout of the Challan form and Registration Slip.
2. The candidate can access the online application form at **www.ongcindia.com**. The online registration site would be **open from 1000 hours on April 30, 2010 to 2000 hours on May 21, 2010.**
3. All correspondence with candidates shall be done through E-mail only. All information regarding examination schedule/admit card/interview call letters etc. shall be provided through E-mail. Responsibility of receiving, downloading and printing of admit card/ call letter shall be that of the candidate. ONGC will not be responsible for any loss of E-mail sent, due to invalid/wrong E-mail ID provided by the candidate or delivery of Emails to spam/bulk mail folder etc.
4. Online Application and Payment methodology of non refundable registration fee of Rs. 500/- for General / OBC Candidates and Rs. 100/- for SC/ST/Physically Challenged candidates, will be available on online application site. Non refundable registration Fee is to be deposited in ONGC Powerjyoti A/C Number **30827318409** of SBI. Payment is to be made as per the designated process only.
5. Fee is non-refundable. No other mode of payment would be accepted. Instruments like Demand Draft/ Banker Cheques/ IPO, online transfer of money into ONGC account etc received towards payment of non refundable registration fee will NOT be returned to applicants.
6. Departmental candidates would also be required to deposit the applicable registration fee. However, the same would be reimbursable.
7. Candidate is to send the envelope containing the original registration slip, recent photograph (size 3.5 x 4.5 cms with white background) affixed and signed, signature in the space provided along with ONGC's copy of the challan with bank seal and a self attested copy of Caste/ Disability certificate (for reserved category only) superscribed with GT-2010 (Discipline) & GEN/OBC/SC/ST/PC/Departmental as the case may be, by **ORDINARY POST** (since post box do not accept registered posts) to **PO Box No. 453, Basavanagudi, Head Post Office, Bangalore-560 004** so as to reach latest by **May 28, 2010**. ONGC will not be responsible for any postal delay/loss.
8. Departmental candidates have to send an attested copy of their Identity Card along with other documents to the designated PO Box.

Details of filling of online application and payment method will be available on the web site.

F: Written Test Centers

The written test will be conducted at following cities:

- | | | | |
|--------------|------------|------------|-------------|
| 1. Ahmedabad | 2. Chennai | 3. Delhi | 4. Guwahati |
| 5. Hyderabad | 6. Kochi | 7. Kolkata | 8. Mumbai |
| 9. Ranchi. | | | |

Candidates have to choose one of these cities as Test Centre and no change will be allowed subsequently. However, ONGC reserves the right to change any of the above mentioned test cities at its discretion.

G: GENERAL INSTRUCTIONS

(a) The courses offered by Autonomous Institutions should be equivalent to the relevant courses approved/recognized by Association of Indian Universities (AIU)/UGC/AICTE. (b) Final year/ semester students who expect their results on or before the interviews, likely to be held in **July 2010**, may also apply for the posts. (c) Reservation for Physically Challenged (PC) as per PWD Act, 1995. (d) Before applying the candidate should ensure that he/she fulfills the eligibility criteria and other norms mentioned in the advertisement. (e) No manual/ paper application will be entertained. (f) Candidature of the registered candidate is liable to be rejected at any stage of recruitment process or after recruitment or joining if any information provided by the candidate is found false or is not found in conformity with eligibility criteria mentioned in the advertisement. (g) Eligible SC/ST/PC candidates called for written test will be reimbursed second class rail / bus fare by the shortest route, on production of railway ticket / number or bus ticket (candidates opting for examination city other than the city nearest from mailing address will not be paid TA). (h) Requests for change of mailing address, examination centre / category / discipline as declared in the application, will not be entertained. However, ONGC reserves the right to cancel or add any centre depending on the response in that area/centre. (i) Registration slip should not have any enclosure except the Challan copy and SC/ST/PC certificate/ Copy of ID card (for departmental candidates) as applicable. (j) The Print out of registration slip should be untampered (No Photocopies are allowed). In case of any overwriting or tampering of Registration slip, the candidature of the candidate shall be rejected. (k) Candidates should retain the copy of their Challan and Registration Slip for future reference. (l) The candidates are required to deposit the applicable non refundable registration fee, as indicated in payment methodology on web site, at any branch of **State Bank of India**. Candidature of candidates making

deposition of sub denomination fee or depositing fee through any mode other than prescribed method, submitting photocopies of Registration Slip/ Challan Slip or any other discrepancy will be rejected. (m) Candidates in employment of Public Sector undertaking/ Govt. service will be required to produce No Objection Certificate at the time of interview. (n) Court of Jurisdiction for any dispute will be New Delhi. (o) Departmental candidates will be allowed relaxation in age as per existing rules. (p) An application once made will NOT be allowed to be withdrawn and the fee once paid will NOT be refunded on any account nor can it be held in reserve for any other examination or selection process.

H: NOTE

1. The number of posts indicated above may vary based on further assessment of requirement.
2. Appointment of selected candidates will be subject to their passing the Company's Medical Examination as per standards laid down under ONGC's Medical & Health Policy.
3. The selected candidates are liable to be posted anywhere in India or abroad in any of the ONGC group of Companies or Business Associates.
4. For more information about the Company you may visit our website www.ongcindia.com.

I: IMPORTANT DATES

a)	Registration start Date	April 30, 2010, 1000 hrs.
b)	Last date for registration	May 21, 2010, 2000 hrs.
c)	Last date for receiving registration slip with enclosures	May 28, 2010, 1700 hrs.
d)	All India Written Test	June 20, 2010

J: IMPORTANT NOTICE TO ALL CANDIDATES

Any sort of canvassing or influencing the officials related to the selection/recruitment process would result in immediate disqualification of the candidate. In case of any dispute, the decision of the management of ONGC will be final & binding on all candidates.
