# OIL AND NATURAL GAS CORPORATION LTD

Green Hills, Tel Bhawan, Dehradun

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Azadi Ka Amrit Mahotsav

## Recruitment of Graduate Trainees in Engineering and Geo-Sciences Disciplines at E1 level through GATE-2022

### Advt. No. 6/2022 (R&P)

ONGC has always been at the forefront of technology deployment to ensure energy security of the nation. We are thus on a lookout for young, energetic and promising talent for our hi-tech installations, institutes, laboratories and other work centres in India and abroad.

Interested candidates who have qualified in GATE-2022 exam need to apply online for recruitment to the below mentioned posts at para 2.1.

**1. Pay scales, Emoluments & Other Financial Benefits**

| S.No. | Post Level | Basic Pay Scale (₹) | Allowances |
|---|---|---|---|
| 1 | E1 | 60,000 - 1,80,000/- | Besides Basic Pay and annual increment @ 3%, the employee is entitled to allowances @ 35% of Basic Pay under Cafeteria Approach, Dearness Allowance, HRA/Company Accommodation, Contributory Provident Fund, Conveyance Maintenance, Leave Encashment, Substantial Performance Related Pay (PRP), Medical Facility for self and dependents, Gratuity, Post Retirement Benefit Scheme and Composite Social Security Scheme etc. as per Company rules. |

**2. Details of Posts and Minimum Eligibility Criteria**

**2.1 Essential Qualification & GATE Subject with Code**

| S.No. | Name of Post | Essential Qualification | GATE Subject | Nos. of Vacancies | | | | | | Identified Suitable for Benchmark Disabilities | Reservation for Categories of Benchmark Disabilities | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | UR | OBC | SC | ST | EWS | Total | | A | B | C | D/E | Totol |
| 1(a) | AEE (Cementing)-Mechanical | Graduate Degree in Mechanical Engineering with minimum 60% marks | Mechanical Engineering (ME) | 6 (1**) | 3 (2**) | 1 | 1 | 2 | 13 (3**) | Category C (AAV, LC) | | | 1 (1^) | | **1 (C - 1^)** |
| 1(b) | AE (Cementing)-Petroleum | Graduate Degree in Petroleum Engineering with minimum 60% marks | Petroleum Engineering (PE) | 2 (1**) | 1 | 0 | 1 | 0 | 4 (1**) | Category C (AAV, LC) | | | | | |
| 2 | AEE (Civil) | Graduate Degree in Civil Engineering with minimum 60% marks | Civil Engineering (CE) | 13 (5**) | 7 (1**) | 5 (1**) | 2 (1**) | 2 | 29 (8**) | Category B (D, HH); Category C (OA, OL, AAV, DW, LC); Category D (SLD, MI); Category E (Combination of B to D) | | 4 (4^) | | 3 (3^) | **7 (B - 4^, D/E - 3^)** |
| 3 | AEE (Drilling)-Mechanical | Graduate Degree in Mechanical Engineering with minimum 60% marks | Mechanical Engineering (ME) | 49 (7**) | 35 (4**) | 19 (5**) | 7 (1**) | 11 | 121 (17**) | Category C (AAV, LC) | | | 5 (5^) | | **5 (C - 5^)** |
| 4 | AEE (Drilling)-Petroleum | Graduate Degree in Petroleum Engineering with minimum 60% marks | Petroleum Engineering (PE) | 8 | 6 | 3 | 1 | 2 | 20 | Category C (AAV, LC) | | | | | |
| 5 | AEE (Electrical)µ | Graduate Degree in Electrical Engineering with minimum 60% marks. | Electrical Engineering (EE) | 44 (17**) | 30 (10**) | 16 (5**) | 3 (2**) | 8 (1**) | 101 (35**) | Category B (D, HH); Category C (OL, CP, AAV, LC, DW); Category D (ASD(M), SLD, MI); Category E (Combination of B to D) | | 16 (9^) (7*) | 1 (1^) | 9 (8^) | **26 [(B - 9^, 7*), C - 1^, D/E - 8^)** |
| 6 | AEE (Electronics) | Graduate Degree in Electronics Engineering with minimum 60% marks | Electronics & Communication Engineering (EC) | 9 (1**) | 4 | 5 (1**) | 2 | 2 | 22 (2**) | Category B (D, HH); Category C (OL, CP, AAV, DW, LC); Category D (ASD(M), SLD, MI); Category E (Combination of B to D) | | 1 (1^) | | | **1 (B - 1^)** |
| | | Graduate Degree in Telecom Engineering with minimum 60% marks | | | | | | | | | | | | | |
| | | Graduate Degree in E&T Engineering with minimum 60% marks | | | | | | | | | | | | | |
| | | Post Graduate Degree in Physics with Electronics with minimum 60% marks | Physics (PH) | | | | | | | | | | | | |
| 7 | AEE (Instrumentation) | Graduate Degree in Instrumentation Engineering with minimum 60% marks | Instrumentation Engineering (IN) | 21 (7**) | 13 (5**) | 8 (2**) | 5 (2**) | 6 (2**) | 53 (18**) | Category A (LV); Category B (HH); Category C (OA, BA, OL, BL,AAV, LC, DW); Category D (ASD(M), SLD, MI); Category E (Combination of A to D) | 11 (11^) | 11 (3^) (8*) | | 5 (4^) | **27 [A - 11^, B - 11(3^ , 8*), D/E - 4^)** |

| S.No. | Name of Post | Essential Qualification | GATE Subject | Nos. of Vacancies | | | | | | Identified Suitable for Benchmark Disabilities | Reservation for Categories of Benchmark Disabilities | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | UR | OBC | SC | ST | EWS | Total | | A | B | C | D/E | Totol |
| 8 | AEE (Mechanical) | Graduate Degree in Mechanical Engineering with minimum 60% marks | Mechanical Engineering (ME) | 43 (8**) | 24 (3**) | 12 (3**) | 13 (2**) | 11 (1**) | **103 (17**)** | Category B (D, HH); Category C (OA, OL, CP, AAV, DW); Category D (SLD, MI); Category E (Combination of B to D) | | 5 (5^) | 1 (1^) | 9 (7^) | **15 (B - 5^, C - 1^, D/E - 7^)** |
| 9(a) | AEE (Production) - Mechanical | Graduate Degree in Mechanical Engineering with minimum 60% marks | Mechanical Engineering (ME) | 20 (8**) | 8 | 6 (1**) | 2 | 3 | **39 (9**)** | Category C (AAV, DW, LC) | | | 2 (2^) | | **2 (C - 2^)** |
| 9(b) | AEE (Production - Chemical) | Graduate Degree in Chemical Engineering with minimum 60% marks | Chemical Engineering (CH) | 26 (3**) | 17 (1**) | 8 | 3 | 6 | **60 (4**)** | Category C (AAV, DW, LC) | | | 4 (4^) | | **4 (C - 4^)** |
| 9(c) | AEE (Production) - Petroleum | Graduate Degree in Petroleum Engineering / Applied Petroleum Engineering with minimum 60% marks | Petroleum Engineering (PE) | 14 (2**) | 8 | 5 | 2 | 3 | **32 (2**)** | Category C (AAV, DW, LC) | | | 2 (2^) | | **2 (C - 2^)** |
| 10 | AEE (Environment) | Engineering Graduate in Environment Engineering / Environment Science with minimum 60% marks OR Graduate in Engineering discipline with minimum 60% marks with M.Tech./ME in Environment Engineering/Environment Science | Environmen-tal Science & Engineering (ES) | 5 | 4 | 1 | 0 | 1 | **11** | Category C (AAV, LC) | | | | | |
| 11 | AEE (Reservoir)@ | Post Graduate Degree in Geophysics with minimum 60% marks (Must have Mathematics/Physics at B.Sc. Level) | Geology & Geophysics (Part A and Section 2 of Part B) (GG) | 14 (3**) | 8 | 4 | 4 (3**) | 3 | **33 (6**)** | Category A (LV); Category C (AAV, DW, LC); Category E (Combination of A and C) | 2 (2^) | | | 3 (2^) | **5 (A - 2^, D/E - 2^)** |
| | | Post Graduate Degree in Geology with minimum 60% marks (Must have Mathematics/Physics at B.Sc. Level) | Geology & Geophysics (Part A and Section 1 of Part B) (GG) | | | | | | | | | | | | |
| | | Post Graduate Degree in Chemistry with minimum 60% marks (Must have Mathematics/Physics at B.Sc. Level) | Chemistry (CY) | | | | | | | | | | | | |
| | | Post Graduate Degree in Mathematics with minimum 60% marks (Must have Mathematics / Physics at B.Sc. Level) | Mathematics (MA) | | | | | | | | | | | | |
| | | Post Graduate Degree in Physics with minimum 60% marks (Must have Mathematics/Physics at B.Sc. Level) | Physics (PH) | | | | | | | | | | | | |
| | | Post Graduate Degree in Petroleum Technology with minimum 60% marks (Must have Mathematics / Physics at B.Sc. Level) | Petroleum Engineering (PE) | | | | | | | | | | | | |
| | | Graduate Degree in Chemical Engineering with minimum 60% marks | Chemical Engineering (CH) | | | | | | | | | | | | |
| | | Graduate Degree in Petroleum Engineering / Applied Petroleum Engineering with minimum 60% marks | Petroleum Engineering (PE) | | | | | | | | | | | | |
| 12 | Chemist | Post Graduate in Chemistry with minimum 60% marks | Chemistry (CY) | 16 (4**) | 10 (1**) | 5 | 4 (2**) | 4 (1**) | **39 (8**)** | Category B (HH); Category C (OA, OL, BL, OAL, AAV, DW); Category D (SLD,MI); CategoryE (Combination of B to D) | | 5 (5^) | 1 (1*) | 4 (3^) | **10 (B - 5^, D/E - 3^)** |
| 13 | Geologist | Post Graduate Degree in Geology with minimum 60% marks | Geology & Geophysics (Part A and Section 1 of Part B) (GG) | 23 (4**) | 16 (3**) | 8 (1**) | 3 | 5 (1**) | **55 (9**)** | Category B (D,HH); Category C (OA, OL, CP, AAV, DW, LC); Category D (SLD, MI); Category E (Combination of Category B to D) | | 22 (4^) (18*) | 6 (6*) | 6 (5^) | **34 [(B - 18*, 4^), C - 6*, D/E - 5^]** |
| | | M.Sc. or M.Tech. in Petroleum Geoscience with minimum 60% marks | | | | | | | | | | | | | |
| | | M.Sc. or M.Tech. in Petroleum Geology with minimum 60% marks | | | | | | | | | | | | | |
| | | M.Tech. in Geological Technology with minimum 60% marks | | | | | | | | | | | | | |

| S.No. | Name of Post | Essential Qualification | GATE Subject | Nos. of Vacancies | | | | | | Identified Suitable for Benchmark Disabilities | Reservation for Categories of Benchmark Disabilities | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | UR | OBC | SC | ST | EWS | Total | | A | B | C | D/E | Totol |
| 14 | Geophysicist (Surface) | Post Graduate Degree in Geophysics with minimum 60% marks<br>M.Tech. in Geophysical Technology with minimum 60% marks | Geology & Geophysics (Part A and Section 2 of Part B) (GG) | 24 (4**) | 14 (1**) | 9 (1**) | 3 | 4 | **54 (6**)** | Category C (AAV, DW, LC) | | | 6 (6^) | | **6 (C - 6^)** |
| | | Post Graduate Degree in Physics with Electronics with minimum 60% marks | Physics (PH) | | | | | | | | | | | | |
| 15 | Geophysicist (Wells) | Post Graduate Degree in Geophysics with minimum 60% marks<br>M.Tech. in Geophysical Technology with minimum 60% marks | Geology & Geophysics (Part A and Section 2 of Part B) (GG) | 13 (5**) | 6 (1**) | 3 | 0 | 2 | **24 (6**)** | Category C (AAV, LC) | | | 3 (3^) | | **3 (C - 3^)** |
| | | Post Graduate Degree in Physics with Electronics with minimum 60% marks | Physics (PH) | | | | | | | | | | | | |
| 16 | Programming Officer | Graduate Degree in Computer Engineering with minimum 60% marks<br>Graduate Engineering Degree in Information Technology with minimum 60% marks<br>Post Graduate in Computer Applications (MCA) with minimum 60% marks<br>Post Graduate in Computer Science with minimum 60% marks<br>'B' level diploma as defined by Dept. of Electronics, GOI | Computer Science & Information Technology (CS) | 6 | 1 | 3 | 1 | 2 | **13** | Category A (B,LV); Category B (D,HH); Category C (OA, BA, OL, BL, OAL, CP, AAV, DW, LC); Category D (ASD(M), SLD, MI); Category E (Combination of A to D) | | | | | |
| 17 | Materials Management Officer | Graduate Degree in Any Engineering with minimum 60% marks | ME/EE/IN/ PE/CH/CE/ EC/CS/ES | 13 (1**) | 8 | 6 (1**) | 2 | 3 | **32 (2**)** | Category A (LV); Category B (D, HH); Category C (OA, OL, AAV, DW, LC, CP); Category D (SLD, MI); Category E (Combination of A to D) | | | | 3 (2^) | **3 (D/E - 2^)** |
| 18 | Transport Officer | Graduate Degree in Mechanical Engineering with minimum 60% marks<br>Graduate Degree in Auto Engineering with minimum 60% marks | Mechanical Engineering (ME) | 6 (2**) | 2 | 2 | 1 (1**) | 2 | **13 (3**)** | Category B (D, HH); Category C (OL, CP, AAV, DW, LC); Category E (Combination of B and C) | | 1 (1^) | | 1 (1^) | **2 (B - 1^, D/E - 1^)** |
| **Total** | | | | **375 (83**)** | **225 (32**)** | **129 (21**)** | **60 (14**)** | **82 (6**)** | **871 (156**)** | | **13** | **65** | **32** | **43** | **153** |

µ Candidates Selected for the post of AEE(Electrical) will be required to produce Certificate of Competency as Electrical Supervisor (CCES) within 2 years of joining ONGC.
@ Out of 33 vacancies, 15 vacancies (UR – 06, OBC – 04, SC – 02, ST – 01 & EWS – 02) [PwBD (Category D/E – 01] vacancy of AEE (Reservoir) are exclusively earmarked for Graduate in Petroleum/Applied Petroleum engineering.
**Carried forward (unfilled/not attempted due to non-availability of PwBD candidates) vacancies of 2/2021(R&P) & 3/2021(R&P) recruitment exercise
^Carried forward reserved vacancies for PwBD of advt. No. 2/2021(R&P) & 3/2021(R&P). If the suitable candidates from respective benchmark disabilities are not available then PwBD candidate of other benchmark disabilities may be considered by interchange of category among identified suitable benchmark disabilities and if no suitable PwBD person even by interchange of benchmark disabilities is available, the carried forward vacancies will be filled up with other than a person with benchmark disabilities.
*Carried forward Reservations for PwBD of advt. No. 3/2019(R&P) i.e. filled by other than PwBD. If the suitable candidates from respective benchmark disabilities are not available then PwBD candidate of other benchmark disabilities may be considered by interchange of category among identified suitable benchmark disabilities and if no suitable PwBD person even by interchange of benchmark disabilities is available, the carried forward reservations will be filled up by other than a person with benchmark disabilities.
**Abbreviations Used: Category A =** Blindness and Low Vision; **Category B =** Deaf and Hard of Hearing; **Category C =** Locomotor disability including Cerebal Palsy, Leprosy Cured, Dwarfism, acid attack victim and muscular dystrophy; **Category D** = Autism, intellectual disability, specific learning disability and mental illness; **Category E =** Multiple disabilities from amongst persons under Categories (A) to (D) including deaf-blindness; B=Blind, LV= Low Vision, D=Deaf, HH= Hard of Hearing, OA = One Arm, OL = One Leg, OAL = One Arm and One Leg, BL = Both Legs, BA = Both Arms, Dw = Dwarfism, LC = Leprosy Cured, AAV = Acid Attack Victims, MDy = Muscular Dystrophy, CP = Cerebral Palsy, ID = Intellectual Disability, ASD = Autism Spectrum Disorder (M = Mild, MoD = Moderate), SLD = Specific Learning Disability, MI = Mental Illness, MD = Multiple Disabilities.
**Note:**

a. The courses offered by Institutes / Universities through the regular mode should be approved / recognized by the relevant statutory bodies for employment to posts and services under the central Government like Association of Indian Universities (AIU)/ UGC/AICTE etc. Candidates who have obtained their qualification through Distance Learning/part time mode are also eligible to apply provided their qualification is recognized by the relevant statutory bodies for employment to posts and services of the central government.
b. Qualifications mentioned in the table above are sacrosanct. No equivalent Qualification will be accepted e.g. AMIE will not be considered where qualification is Graduate degree in Engineering.
c. Calculation of percentage of marks in the qualifying degree is as per University / Institution rules.
d. Wherever CGPA/ OGPA/ CPI/ DGPA or letter grade in degree is awarded, equivalent % of marks should be indicated in the online application as per norms adopted by concerned University/ Institute. Please also obtain a certificate to this effect from the University/ Institute, which shall be required to be submitted at the time of document verification. If university/Institute does not have the provision for conversion of CGPA/ OGPA/ CPI/ DGPA or letter grade into percentage then minimum 6 on 10 point scale will be considered as 60%.

e. The candidates who are in the final year will also be considered for this recruitment exercise provided they have obtained minimum required percentage of marks or more in essential Qualification on the last date of online application process.

f. Where the posts specified in this advertisement are not reserved for a category (ies), a reserved category candidate can also apply provided she/ he fulfills the criteria specified for Unreserved Category. She/ He shall be treated at par with unreserved category candidates in selection process for such posts.

g. For the post of AEE (Electronics), Geophysics (Surface) and Geophysics (Wells), one of the qualifications prescribed is a Post Graduate degree in Physics with Electronics. The candidate must possess the degree of Post Graduate in Physics with Electronics. Any variation in name from the prescribed nomenclature will not be acceptable. Qualification of BE / B.Tech. in Chemical Sciences and Technology will not be acceptable for the post of AEE (Production) – Chemical. Qualification of Post graduate in Pharmaceutical Chemistry will not be acceptable for the post of Chemist. Qualification of Graduate in any Engineering with M.Tech. / ME in Civil Engineering or Graduate in any Engineering with M.Tech. / ME in Civil Engineering (Specialization: Environmental Engineering) will not be acceptable for the post of AEE(Environment).

h. For the post of Materials Management Officer, candidates from Engineering qualifications in any discipline like Manufacturing engineering, Production engineering etc. can also apply for this post. However, these candidates should have appeared in one of the engineering subjects of GATE as mentioned at Para 2.1.

i. Candidates seeking reservation under EWS will have to possess / submit at the time of document verification, an Income and Asset Certificate issued by a competent authority. The prescribed format and the competent authority have been mentioned in DOPT Office Memorandum No. 36039/1/2019 – Estt (Res) dated 31.01.2019. A copy of the same can also be downloaded from the online application site.

j. In case any vacancy earmarked for EWS cannot be filled up due to non-availability of a suitable candidate belonging to EWS, such vacancies shall not be carried forward to the next recruitment exercise as backlog and the vacancy will be filled by other than EWS candidates, if available.

**2.2 Age Limit (with age relaxation)as on 31.07.2022**

| Category | Age limit for all posts except AEE (Drilling / Cementing) (Years) | For AEE (Drilling / Cementing) (Years) |
|---|---|---|
| Unreserved / EWS | 30 | 28 |
| OBC | 33 | 31 |
| SC / ST | 35 | 33 |
| PwBD | 40 | 38 |
| | (Further relaxed by 3 years for OBC and 5 years for SC/ST) | |
| Ex-Servicemen (ECO / SSCO) (Gen, EWS, OBC, SC & ST) | 35 | 33 |
| | Refer Notification No. 39016/10/79 – Estt(C) dated 15.12.1979, 36034/1/2006 – Estt(Res) dated 04.10.2012, OM. 36034/2/2013 – Estt(Res) dated 08.04.2013 | |
| Departmental Candidate | Relaxation in Age will be granted to the extent of their service rendered in ONGC in addition to age relaxation of social category / PwBD | |

**Note:**

i. Candidates seeking reservation as SC/ST/OBC, will have to possess/ submit at the time of document verification, caste certificate, in the prescribed proforma meant for appointment to posts under the Government of India from the designated authority indicating clearly the candidate's caste, the Act/Order under which the caste is recognized as SC/ST/OBC and the Village/Town the candidates are ordinarily resident of.

ii. Candidates seeking reservation as PwBD will have to possess/submit at the time of document verification the benchmark disability certificate only in the prescribed proforma as per Form V/VI/VII (Rule 18(1) of Rights of Persons with Disabilities Rules, 2017).

iii. Prescribed format of the caste certificate for SC/ST/OBC & disability certificate for PwBD for employment in government undertaking is down-loadable from the online application site.

iv. OBC candidates must ensure that they possess the latest Non-Creamy layer certificate issued by Government authority in latest format. A certificate containing any variation in the caste name will not be accepted.

v. No change in the category, already indicated by a candidate in his/her online application form for this exercise, will ordinarily be allowed.

**3. The posts of AEE (Production), AEE (Drilling) and AEE (Cementing) are further divided with the specific qualifications and candidates possessing the specific qualification can only apply against those posts.**

**4. SELECTION PROCESS:**

**a. GATE – 2022:** The desirous and eligible candidates having the essential qualification for the advertised posts should have appeared in Graduate Aptitude Test in Engineering (GATE) 2022 as indicated above in para 2.1 "Essential Qualification & GATE subject with code under" Eligibility Criteria and declared qualified by the GATE – 2022 authority.

**b. The GATE – 2022 Normalized Marks (Raw marks if exam is held in one session)** in the subject mentioned against the posts of ONGC will be considered by ONGC for shortlisting the candidates in 1:5 ratio for further selection process of Personal Interview as per the criteria decided by the Management. While shortlisting in the ratio of 1:5 in the respective categories, multiple candidates scoring minimum cut-off marks will also be shortlisted.

**c.** The final selection of the candidate will be on the basis of the parameters - Educational Qualification; Performance in the GATE - 2022 and Performance in the Personal Interview. Following weightages shall be assigned to the parameters:

| Parameters | Marks |
|---|---|
| Weightage of marks in GATE – 2022 | 60 |
| Qualification | 25 (20 marks for essential qualification and 05 marks for in line Ph.D.*) |
| Interview | 15 |
| **Total** | **100** |

*if completed & documentary proof produced on the date of document verification.

**d.** In order to be empanelled, candidates are required to qualify in the GATE - 2022 and thereafter again in the personal interview separately in addition to fulfilling qualification criteria. To qualify in the Interview, General, EWS and OBC candidates are required to score minimum 60% marks i.e. 09 marks out of 15 & SC/ST/PWBD candidates are required to score a minimum of 40% marks i.e. 06 marks out of 15 marks in Interview.

**5. Finalization of Merit List**

**a.** Candidates who qualify in the interview shall be empanelled in the Merit List.

**b.** Offer of appointment shall be issued to the candidates based on their relative rank in the Merit List prepared on the weighted sum total of marks scored by the candidate in Qualification, GATE – 2022 marks and interview.

**c.** In case of a tie in the total marks scored between two candidates, candidate who gets more marks in performance (Weightage of marks in GATE 2022) is considered senior and if equal marks are scored in performance, the one older in age is considered senior for release of name.

**d.** Departmental candidates shall be given first consideration in matters of selection.

**e.** Only marks obtained in **GATE – 2022** is valid for the recruitment exercise in ONGC under this advertisement. Marks from GATE – 2021 or from any previous GATE examination is not valid.

**f.** Appointment of selected candidates will be **subject to their passing the company's Medical Examination as per standards laid down under ONGC Medical Examination** of Employees Rules, 1996. Details of the rules are available on ONGC's Website at **www.ongcindia.com.**

**6. How to Apply:**

**a.** Eligible & Interested Candidates need to visit www.ongcindia.com to register their application online. The registration site shall remain open from 22.09.2022 to 12.10.2022. No other mode, repeat no other mode, of application shall be accepted.

**b.** Candidates can apply for maximum three (03) posts as per their qualification. The candidate will have to give choice of posts in order of preference. No change in the order of preference will be considered later. Only one offer of appointment shall be given to the selected candidate based on his / her choice of preference indicated in the online application, if selected for more than one post.

c. If there is no vacancy in a post for reserved category, candidates belonging to reserved category can still apply for unreserved posts. However age relaxation will not be extended to them.

d. Before registering/submitting their online applications on the website the candidates should keep the following ready:

i. GATE – 2022 Registration ID.

ii. Mobile number & E-mail ID (as filled in GATE – 2022 application) in which the OTP will be sent for completing the registration process.

iii. Scanned copy of recent passport size color photograph of the candidate with white background containing signature of the candidate on a small white sheet pasted just below the photograph (Not more than 70 KB size).

iv. Qualification Certificates

v. Caste / PWBD / EWS certificate to fill details regarding community, state & district, if belonging to SC/ST/OBC / EWS / PWBD category.

e. All correspondence with the registered candidates shall be done through their registered e-mail and mobile phone only. The candidates are required to keep the registered e-mail and mobile phone active at least for one year from the date of registration.

f. The candidates shortlisted for interview are required to upload the scanned copies of certificates at the time of interview in online application site for downloading the interview Call Letter.

g. All information regarding candidates shortlisted for interviews, uploading the scanned certificates etc. shall be available on the website of ONGC – www.ongcindia.com. No separate Interview call letters shall be sent to the candidates by post.

h. The sole responsibility of uploading the scanned copies of certificates and downloading and printing of interview call letter shall be that of the candidate.

i. No changes shall be allowed once the candidate has submitted his/her online application.

j. Registration Charges : The registration charges for different category of candidates is as under :

| S.No. | Category | Registration Charges(Rs.) |
|---|---|---|
| 1 | GEN/EWS/OBC | 300/-* |
| 2 | SC/ST/PwBD | No charges |

*The Registration charges exclude the convenience fee / Bank's Commission plus GST.

- Registration fee is non-refundable.
- Registration Fee has to be deposited online.
- Departmental candidates from ONGC would also be required to deposit the applicable registration fee. However, the same would be reimbursable.

k. Candidates are advised to submit only one application. In case of multiple applications from a candidate the latest one shall be considered as final and older applications shall be rejected.

l. All the candidates attending Personal Interview who have travelled from out of the city where interview is conducted, will be reimbursed single second class to & fro rail fare (inclusive of sleeper charges / reservation charges if paid) by shortest route or actual fare paid whichever is less. Based on the prevailing pandemic situation, the Interview may be conducted virtually. In case the interview is conducted virtually, the mode of interview (Skype/ Cisco Webex / Google meet / Whatsapp/Zoom/ Microsoft Teams etc.) will be intimated to all the shortlisted candidates in advance. In this case, no TA will be paid to the candidates.

**7. Important Dates :**

| S.No. | Activity | Date |
|---|---|---|
| 1 | Start date of online registration of application | 22.09.2022 |
| 2 | Last date of online registration of application | 12.10.2022 |

**8. General Instructions :**

a. All applicants must fulfill the essential requirements of the post and other conditions stipulated in the advertisement. They are advised to satisfy themselves before applying. No enquiry asking for advice as to eligibility will be entertained.

b. Applicants are required to apply online only. No manual/paper application will be entertained.

c. Screening and selection will be based on the details provided by the candidate; hence it is necessary that applicants should furnish only accurate, full and correct information. 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.

d. Candidates should have the **relevant documents** like percentage of marks obtained in the qualifying examination, GATE Score Card; email id and mobile phone readily available with them before they commence the ONLINE application process. This information will be required at the time of filling – in the ONLINE application.

e. 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.

f. Requests for change of mailing address/ category / discipline as declared in the online application, **will not be entertained**.

g. Candidates should retain the copy of their ONGC Registration Slip and Interview Call letter for future reference. Print out of the same should not be tampered with. No documents including copy of Registration slip etc are to be sent to ONGC unless specifically asked for.

h. Candidates in employment of Public Sector undertaking/Govt. service will be required to produce No Objection Certificate (NOC) from their existing employer at the time of document verification/interview. In case the NOC is not produce at the time of interviw, the candidate will have to gived undertaking to submit the NOC within a stipulated time frame from the date of document verification or submit proper release from their existing employer before joning ONGC, in case of selection.

i. ONGC departmental candidates must ensure filling their own CPF Number of ONGC in the appropriate field in the online form, failing which they shall not, repeat **SHALL NOT**, be screened/considered as departmental candidates from ONGC.

j. If more than one application is received from a candidate, **most recent** (current) application will be considered as final.

k. Disputes, if any, are subject to Delhi Jurisdiction only.

l. The candidates applying for the Graduate Trainees (GT) recruitment should ensure that they fulfill all eligibility conditions for the post against which they apply. Their candidautre at all the stages of selection process will be purely provisional subject to satisfying the prescribed eligibility conditions. Mere issue of unique ID for online application/ interview call letter to the candidate will not imply that his/her candidature has been finally cleared by ONGC. ONGC takes up verification of eligibility conditions with reference to original documents only after the candidate has been shortlisted for Interview.

m. Appointment of selected candidates will be subject to their passing the Company's Medical Examination as per standards laid down under ONGC's Medical Examination of Employees Rules, 1996. Details of the rules are available on ONGC's website. However for the benefit of the candidates, a few salient points are being mentioned below

| S.No. | Medical Condition | Remarks |
|---|---|---|
| 1 | Complete or partial colour blindness | Acceptable only for the Post of Materials Management Officer.<br>**Not Acceptable for all others**. |
| 2 | The total amount of Myopia (including the cylinder) shall not exceed-4.00 D and total amount of Hypermetropia (including the cylinder) shall not exceed +4.00 D | Acceptable for all advertised posts. |
| 2 | For Candidates of more than 20 years of age, the Total amount of Myopia limited to - 6.00 D and Total amount of Hypermetropia limited to + 6.00 D (provided there are no degenerative changes in the vitreous or retina and where the disease is not likely to progress) | Acceptable only for the Posts of AEE (Reservoir), Chemist, Geologist, Geophysicist (Surface), Geophysicist (Wells), Materials Management Officer and Programming Officer.<br>**Not Acceptable for all other Posts.** |
| 3 | Congenital Night blindness | Not acceptable for any post |
| Correction with contact lenses and intraocular implants is not a bar for employment provided the prescribed standards are fulfilled. Candidates applying as PWBD will be considered as per Govt. of India directives for reservation as PWBD candidates. | | |

n. The selected candidates are liable to be posted anywhere in India or abroad.

o. For more information about the Company you may visit our website **www.ongcindia.com**.

p. Candidates not found to be meeting the prescribed eligibility criteria shall be rejected at any stage of the selection process or after selection. Any candidate submitting false/ incorrect information shall be **rejected** during any stage of selection process.

q. Canvassing in any form 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 and binding on all candidates.

r. Candidates are also advised not to respond to unscrupulous advertisements appearing in any newspaper. For authenticity of any communication/advertisement in this regard, the candidate must check on ONGC's website **www.ongcindia.com**.

s. It may be noted that ONGC does not seek payments of any kind other than registration fee.

**GM (HR) – Incharge Corporate Recruitment**
**ONGC, Tel Bhavan, Dehradun**

**"ONGC is not responsible for printing errors, if any"**