



**BHARAT PETROLEUM CORPORATION LTD.**  
 (A Government of India Enterprise)  
 Kochi Refinery, Post Bag No.2, Ambalamugal  
 Kochi - 682 302, Kerala.

ADV.NO: KR.HR.HRD.03.NMGT.RECT

Date: 07.05.2018

## RECRUITMENT NOTIFICATION FOR THE POST OF GENERAL WORKMAN-B (TRAINEE) AT KOCHI REFINERY

BPCL, a Fortune 500 Company and a leading Maharatna Public Sector Enterprise with all India presence, engaged in Exploration of Oil & Gas, Refining, Marketing and Distribution of Petroleum Products, invites applications from young, energetic and bright Indian male candidates meeting the following eligibility criteria and other parameters for the anticipated posts mentioned below in Kochi Refinery.

### 1. POSTS AND RESERVATIONS:

Name of Post	Grade & Pay Scale	Anticipated posts	No. of Posts reserved Category - Wise		
			SC	OBC (NCL)	UR
General Workman-B (Trainee)-Chemical	Grade I - ` 11500-20000	30	3	8	19
General Workman-B (Trainee)-Mechanical	Grade I - ` 11500-20000	12	1	3	8
General Workman-B (Trainee)-Instrumentation	Grade I - ` 11500-20000	2	-	-	2
1 post each is reserved for Orthopedically and Hearing Handicapped candidates (PwBD) meeting the minimum eligibility criteria.					

#### **Note:**

Number of posts and reservations mentioned above are indicative and may increase or decrease at the absolute discretion of the Corporation. **UR-Un Reserved, SC-Scheduled Caste, OBC (NCL) - Other Backward Class (Non-Creamy Layer), PwBD – Person with benchmark disability.**

Although the posts notified are for Kochi Refinery, the Corporation reserves the right to offer initial posting/subsequent transfer post appointment to any other location of BPCL, based on the business requirement from time to time.



## 2. PAY & BENEFITS:

The selected candidates will be placed in Grade I in the pay scale of ` 11500-20000. In addition to Basic Pay, the appointed candidates will also be entitled for other benefits/allowances as applicable.

## 3. AGE LIMIT (as on 01.05.2018):

- Minimum 18 years and maximum 30 years as on 01.05.2018 for General candidates, upper age relaxable by 5 years for SC and 3 years for OBC(NCL) candidates against the indicative reserved posts.
- PwBDs with degree of disability not less than 40% will be given age relaxation up to 10 years (up to 15 years for PwBDs belonging to SC/ST category and up to 13 years for PwBDs belonging to OBC category).
- Candidates domiciled in Jammu & Kashmir between 01.01.1980 and 31.12.1989 will be given age relaxation up to 5 years.
- Age relaxation for Ex-servicemen would be as per applicable Govt. guidelines.

## 4. EDUCATIONAL QUALIFICATION / WORK EXPERIENCE

Name of Post	Qualification	Post Qualification Experience
General Workman-B (Trainee) - CHEMICAL	First Class Diploma in Chemical Engineering/Technology (Full time course approved by AICTE) with 60% marks from a recognized Indian University/ Institute.	Should have minimum one year post qualification experience in a Refining/ Petroleum/ Power/ Lube/ Petrochemical/ Fertilizer Industry OR One year apprenticeship training (post qualification) under the Apprentices Act, 1961 in a Refining/ Petroleum/ Power/ Lube/ Petrochemical/ Fertilizer Industry.
General Workman-B (Trainee) - MECHANICAL	First Class Diploma in Mechanical Engineering (Full time course approved by AICTE) with 60% marks from a recognized Indian University/ Institute.	
General Workman-B (Trainee) - INSTRUMENTATION	First Class Diploma in Instrument Technology OR Instrumentation & Control OR Electronics & Instrumentation Engineering (Full time course approved by AICTE) with 60% marks from a recognized Indian University/ Institute.	
First class with 60% marks in Engineering Diploma is relaxed to 50% marks for SC/OH/HH candidates, wherever reservation is applicable. The date of reckoning of the experience criteria is 01.05.2018.		



**Note:**

- i. Qualification for the purpose of selection to the advertised post would mean the qualification on which candidature is offered/considered as claimed by the candidate.
- ii. Candidates possessing higher qualification than Diploma in Engineering level qualification such as AMIE / B.E. / B.Tech. or similar/equivalent/other higher qualification, **need not apply**. Bachelor of Science after Diploma in Engineering would not be considered as higher qualification. Suppression of information regarding possession or attainment of higher qualification shall render a candidate ineligible for consideration at any stage of selection and termination of services at any time during employment, if recruited.
- iii. For the post of General Workman-B (Trainee)-Chemical, candidates having Diploma in Engineering in any other discipline viz., Petrochemical, Chemical (Fertilizer), Chemical (Plastic & Polymer), Refinery & Petrochemical, Chemical (Pulp & Paper), Chemical (Rubber & Plastic), Chemical (Oil Tech), Chemical (Polymer Tech) etc., and any other Diploma in Engineering equivalent to Diploma in Chemical Engineering/Technology **are NOT eligible** for consideration.
- iv. For the post of General Workman-B (Trainee)-Mechanical, candidates having Diploma in Engineering in any other discipline viz., Mechanical (Production), Mechanical (Tool & Die Engg.), Mechanical (Medical Lab), Mechanical (Maintenance), Mechanical (Automobile), Mechanical (Foundry Tech), etc., and any other Diploma in Engineering equivalent to Diploma in Mechanical Engineering **are NOT eligible** for consideration.
- v. For the post of General Workman-B (Trainee)-Instrumentation, candidates having Diploma in Engineering in any other discipline and any other Diploma in Engineering **equivalent to** Diploma in Engineering in Instrument Technology or Instrumentation and Control or Electronics & Instrumentation **are NOT eligible** for consideration.
- vi. Specialization/stream nomenclature should be exactly as specified in the Clause 4. No other streams/combination streams or specialization will be considered.
- vii. Candidates who have obtained their Engineering Diploma qualification through the distance learning / part time and/or such mode are **NOT eligible to apply**.
- viii. Candidates currently working in any other Unit/Joint Venture/Subsidiary of Bharat Petroleum Corporation Ltd. **will not be considered**. Candidates who have resigned from the services of Bharat Petroleum Corporation Ltd. OR erstwhile Kochi Refinery are also **NOT eligible** for consideration.



- ix. All the above jobs involves working in rotating shifts (including night shifts). The job requires high level of medical & physical fitness and candidates, if selected/provisionally selected would be required to meet the medical & physical fitness standards as per the Corporation's norms for the post failing which they shall be considered ineligible and not qualifying the criteria.

## 5. SELECTION METHODOLOGY:

**Selection methodology will comprise of the following :**

### **STAGE 1 - Written Test**

- i. Shortlisted candidates based on the merit order percentage marks of Diploma in Engineering, will be called for Written Test. This would however be a matter of sole discretion of the Corporation. The written test will assess the candidates on their technical acumen and generic aptitude including quantitative aptitude, reasoning abilities, general awareness and basic English language skills. For qualifying in the written test, overall cut-off marks and sectional cut-off marks would be decided by the Corporation with due relaxation for SC/PwBD candidates, wherever relaxation is applicable. The cut-off marks may also vary depending on various posts and performance of the candidates. Candidates should meet both the overall and sectional cut-off marks of written test to be eligible to be considered for stage two. The Corporation reserves the right to define the cut-off marks for written test. No queries will be entertained in this regard.
- ii. Written Test will be conducted at Kochi. No request for change in date of test or test centers etc. will be entertained for any reason whatsoever.

### **STAGE 2 - Skill Test**

Candidates qualifying in the written test as per the cut-off marks decided by the Corporation will be called for Skill Test which will be held at Kochi. Skill Test shall be of 'qualifying nature' only. Only candidates qualifying in this test would be reckoned for empanelment. Selected candidates should meet all the notified eligibility conditions and final Selection will be subject to the selected candidates clearing document/certificate verification.





### STAGE 3 - Pre-Employment Medical Test.

Final appointment of candidates will be subject to their meeting Medical Fitness norms & standards as per BPCL Pre-Employment Medical Examination / Medical standards as per Oil Industry Safety Directorate (OISD). The candidature of candidates will be provisional till appointment.

### Medical Standards :

#### Medical Standards:

Candidates provisionally selected by BPCL will have to undergo a pre-employment medical examination before joining. The health of each candidate will be assessed by the Corporation's authorized Medical Officers / nominated hospitals and the appointment will be subject to meeting the medical standards prescribed by the Corporation.

- Myopia & Hypermetropia (vision), if any, should be within permissible limits.
- Colour blindness or squint, partial or full, is not acceptable in any case.
- Night blindness and Glaucoma is also not acceptable.
- Noise induced hearing loss and bilateral hearing loss shall be considered as disqualification.
- Any other major medical ailment will debar a candidate from being eligible for the job.

Candidates selected under PwBD category, except the handicap for which relaxation is acceptable, must be within the stipulated normal range of all other physical standards.

The mentioned medical standards are only indicative and not exhaustive.

The decision on medical fitness by the Corporation's Authorized Medical Officers / nominated hospitals would be final and binding on all candidates. No correspondence or queries in this regard shall be entertained by BPCL.

Details can be accessed through the following website [www.oisd.gov.in](http://www.oisd.gov.in) (please refer Section 10 of OISD Standard 166).

## 6. HOW TO APPLY:

### i. Application form

Eligible candidates may apply online from 28.05.2018 (10:00 hrs) onwards to 11.06.2018(17:00 hrs) through the link available on [www.bharatpetroleum.com>Careers](http://www.bharatpetroleum.com>Careers). Candidates sponsored by Employment exchange also need to apply online through this link only. No other means/mode of application will be accepted. However, Corporation reserves the right to modify the process if required.



#### Note:

- There is no application fee. All applicants should have a valid/active email id which should be kept active till this recruitment process is over. Candidates are advised to keep the details and password of their e-mail id fully confidential and do not disclose the same to any other person. Corporation shall not be responsible for any consequences arising out of candidates disclosing their e-mail id related details to any other person.
- Candidates would also be required to upload passport size photograph of not more than 50 kb of file size while filling the application form and therefore before applying online, candidates are advised to keep the soft copy of the photograph ready in the system for uploading the same when required in the application form.
- Before applying online, candidates are advised to go through detailed instructions related to the application process.
- Candidates are advised to duly fill up the details sought in the online application form. Upon submission of the application form, application number shall be generated and candidate will receive a 'PDF' copy of the application in their registered e-mail id. Candidates are required to take a printout of the application form and retain the same after affixing a recent passport size photograph (same as uploaded in the online application) and self-attest the same.
- Candidates shortlisted for the written test will be required to present the downloaded PDF application form with photograph duly affixed, at the time of the written test along with other documents which will be suitably intimated to shortlisted candidates. The candidates are also required to carry along with them any one of the following (original and one photocopy) as a valid identity proof along with them - Aadhar Card, PAN Card, Driving License, Voters ID or Passport at the time of written test, failing which they will not be allowed to appear in the written test. Any other identity proof will not be accepted.
- Candidates who submit more than one application will be disqualified. No change in option will be entertained for any reason whatsoever.
- Applications sent manually by any mode including post/courier or in person **will NOT** be accepted.
- Incomplete online applications and applications not fulfilling the eligibility criteria would be "Rejected".
- It is advisable to access the online application form from the place having a reasonably fair network connectivity so that application process is smooth.
- The candidate may cross-check the information furnished in the application form



before finally submitting the same as no correction would be possible later. Mere fulfilling of the minimum qualifications and experience will not vest any right on candidates for being called for written test.

- Applications submitted after 11.06.2018 will not be considered.

## ii. List of Documents

Candidates are required to submit the self-attested copies of the following documents at the time of appearing for the **written test** along with the ADMIT CARD (duly filled and photo affixed - photograph should be same as uploaded in the online application form). **NO OTHER CERTIFICATES ARE TO BE ATTACHED.**

- Print of PDF Application Form with photograph affixed and self-attested.
- Diploma in Engineering certificate & Consolidated Mark List. If consolidated mark list is not available, year/semester-wise mark list.
- Experience/Apprenticeship Certificate (Post qualification experience/apprenticeship training in Refining/Petroleum/Power/Lube/Petrochemical/Fertilizer Industry only will be considered).
- Caste/Community certificate of SC/ST/OBC(NCL) in the prescribed Govt. of India format, if applicable.
- Disability Certificate in respect of PwBD candidates from the Competent Authority.
- Relieving letter in respect of Ex-Servicemen candidates.

Candidates who qualify in the written test and shortlisted for **Skill Test**, would be required to submit originals and self-attested copies of the following documents **along with the originals of the above mentioned documents.**

- Birth Certificate issued by Local Administration.
- SSLC/SSC/Matriculation pass certificate along with marksheet.
- HSC/12<sup>th</sup> pass certificate alongwith marksheet, if applicable.
- Consolidated Mark List / Mark List of all semesters/years of the Engineering Diploma course.
- Certificate of additional qualification, if any.
- Experience Certificate, if any in other industries.
- No Objection Certificate from present employer, if applicable.
- Proof of Domicile.

Corporation reserves right to seek these documents for verification or any additional document or any required declaration at any stage of the recruitment & selection process.

### Note:

- Candidates fulfilling the criterion (based on the details submitted in the application form) and shortlisted for written test as per the norms of the Corporation will be informed through email and such candidates have to download the Admit Card from



our website [www.bharatpetroleum.com](http://www.bharatpetroleum.com)>Careers.

- Candidates are required to carry any one of the following valid Photo-ID cards in original with a photocopy- Aadhar Card, PAN Card, Driving License, Voters ID or Passport while appearing at all stages of selection process.
- Candidates not submitting all the documents detailed in 6 (ii) above as sought by the Corporation, will not be permitted to appear for the selection process. Corporation may at its discretion allow the candidate to appear for the selection process pending submission of documents. Decision of the Corporation in this regard would be final.

## 7. **GENERAL INSTRUCTIONS:**

- Candidates are required to carefully read the detailed advertisement and ensure that they meet the prescribed eligibility criteria before applying for the above posts. For all purposes, interpretation as per English version of the advertisement shall prevail.
- Reservation/Relaxation/Concession for SC / OBC (Non-Creamy Layer-NCL)/ Ex-Servicemen / PwBD / J&K domicile candidates will be as per applicable presidential directives/Govt. directives on the subject issued from time to time.
- For claiming reservation/relaxation benefit of OBC (NCL) category, the candidate should submit a valid community certificate from Tahsildar or other competent authority (which should not be more than 6 months old from the last date of submission of application) in the proforma prescribed by the Govt. of India, which would, among others, specifically mention that the candidate does not belong to the persons/sections (creamy layer) as mentioned in column 3 of the schedule to the Dept. of Personnel & training in the Govt. of India OM No.36012/22/93- Estt. (SCT) dated 08.09.1993. Candidates belonging to OBC category but falling in Creamy Layer are not entitled to OBC reservation/relaxation benefits. Accordingly such candidates may choose to apply for the positions provided they meet the age criterion applicable to general candidates and indicate their category as "UR". BPCL being a Central Public Sector Undertaking, only those communities that are mentioned in the common list of OBC approved by Central Government shall be treated as OBC for the purpose of reservation.
- Candidate seeking reservation/relaxation/concession as applicable SC/OBC (NCL), will have to submit the caste/community certificate in the prescribed format by the designated Competent Authority meant for appointment to posts under the Govt. of India indicating clearly the caste, the Act/Order under which the caste/community is recognized as SC / OBC (NCL) and the Village / Town the candidate is ordinarily resident of.





- v. SC/OBC candidates applying against un-reserved posts shall be considered against general standards and no relaxation in age, qualification cut-off marks, selection process cut-off marks etc. shall be extended to them.
- vi. Persons with Benchmark Disabilities can also apply for the above posts in accordance with provision of para 25 of DOP & T OM No.36035/3/2004 - Estt. (Res) dated 29/12/2005. Persons with Benchmark Disabilities (PwBD) are persons with permanent disability of 40% and above. PwBD candidates are required to submit a certificate issued by a medical board with a minimum of three members constituted by Central/State government failing which their candidature as PwBD candidates will not be considered.
- vii. Wherever CGPA or Grade is awarded in the Diploma examination, its equivalent percentage of marks must be indicated in the application form as per the norms adopted by the applicable Board/Institute/University.
- viii. Candidates currently employed in Govt. / Semi-Govt. / PSU will have to produce '**No Objection Certificate**' at the time of Skill Test and '**Relieving Order**' from their employers at the time of joining. In case the candidate fails to do so, his candidature will not be considered.
- ix. Candidates sponsored by Employment Exchange are required to submit online application.
- x. Candidates domiciled in the state of Kerala will be preferred.
- xi. Everything else being equal, preference will be given to erstwhile Kochi Refinery Project Evictees.
- xii. Outstation SC / ST / PwBD candidates attending the Written test / Skill test are eligible for to & fro Sleeper Class train fare / Non-AC bus fare for the self, by the shortest route, from the nearest available bus/railway station from the mailing address of the candidate as mentioned in the application form on submission of original tickets, provided the distance is not less than 30 kms from the venue of Stage 1 or Stage 2 tests, as per rules. The reimbursement will be made through Bank.
- xiii. Candidates belonging to SC/ST/PwBD should bring their original caste certificate/ disability certificate along with a photocopy of the same to claim travel reimbursement.
- xiv. Candidates have to make their own arrangement for lodging and boarding for appearing in tests for any stage of selection process.
- xv. Corporation reserves the right to fill OR to partly fill OR not to fill all or any of the above posts without assigning any reason whatsoever.
- xvi. Only male candidates may apply.
- xvii. The candidature of the applicant shall be provisional and subject to subsequent



- verification of antecedents/certificates/testimonials. In case it is found/ known at any stage of selection/recruitment process or thereafter that a candidate does not fulfill the eligibility norms and / or that he has furnished any incorrect/misleading / false information / certificate / documents or has suppressed any material fact(s), his candidature will stand cancelled. If any of the information or material particulars as furnished by the candidate to the Corporation are found to be untrue, inaccurate or incorrect at any stage before or after his selection, then the same shall amount to misrepresentation/ fraud and his services shall be liable to be terminated unilaterally by the Corporation, at any time.
- xviii. The decision of Corporation will be final and binding on all candidates on all matters relating to eligibility, acceptance or rejection of the applications, mode of selection and cancellation of the selection process either in part or full etc. Filling up of the posts is solely at the discretion of the Corporation and also subject to the suitability of candidates & Corporation's requirement and no claim will arise for selection. Corporation reserves the right to call only those candidates for various stages of selection process who in its opinion are likely to be suitable. Corporation may at its discretion, alter the minimum eligibility standard/ criteria/cut-off to restrict the number of candidates or to make available sufficient number of candidates to be called for written test or for subsequent stages. No enquiry or correspondence will be entertained in this regard.
  - xix. For any other general queries pertaining to this recruitment advertisement please email to [bpclkrhr@gmail.com](mailto:bpclkrhr@gmail.com). Correspondence/Communication in any other manner will not be entertained. Candidates are advised to mention their application number in the subject of the mail while corresponding on any information/query related to this recruitment notification and related details. Candidates are also advised to mention their correct e-mail ids and contact no. /mobile number (10 digits) and keep checking their e-mail messages. Corporation shall not be responsible for any delay or non-delivery of messages in the email ID, either on account of incorrect entry in the online application or networks issues.
  - xx. Any Corrigendum/Addendum etc. with regard to this advertisement will be made available on [www.bharatpetroleum.com](http://www.bharatpetroleum.com)>[Careers](http://www.bharatpetroleum.com/Careers) only. Candidates are advised to regularly visit our above website for updates about the recruitment process or for any communication on dates/corrigendum/addendum/other modalities. Post notification all the correspondence would be through website/e-mail only.
  - xxi. Court of jurisdiction, for any dispute will be at Kochi.
  - xxii. Mere selection in Written Test or Skill Test or empanelment after the selection process shall not confer any right of appointment to the applicants.
  - xxiii. Canvassing in any form will be considered as a disqualification.
  - xxiv. No change of category (like SC/ST/OBC/PwBD/ESM) or any other information will



be allowed at any stage after making online application. If any information is found incorrect/ erroneous at any stage of recruitment process the candidature of the candidate can be rejected.

- xxv. Candidates of all categories including ex-servicemen who will be offered appointment against this advertisement, need to join within 30 days of offer. BPCL shall have the full discretion to reject the candidature of any candidate who does not join within the prescribed period.
- xxvi. If any candidate acquires higher professional qualification or such equivalent/ similar qualification after making application but before the appointment process is over, his candidature will not be considered.
- xxvii. Corporation reserves the right to change/ modify/ cancel/ amend the selection/ recruitment process or procedure thereof at its sole discretion without assigning any reason. Decision of the Corporation on any such matters would be final.
- xxviii. The tentative date of the written test will be during the last week of June/first week of July, 2018.

>>>END OF THE DOCUMENT<<<

**CAUTION!**

**ANY FORM OF CANVASSING WILL DISQUALIFY A CANDIDATE**

**PLEASE BEWARE OF IMPOSTERS/ AGENTS PRETENDING TO REPRESENT US. WE DO NOT ENGAGE ANYONE TO HANDLE OUR RECRUITMENT PROCESS.**

**FOR ANY UPDATES ON THIS POSTING, CANDIDATES ARE ADVISED TO REFER TO THE CONTENTS PUBLISHED ON OUR OFFICIAL WEBSITE ONLY AND NOT BE MISGUIDED OR MISLED BY ANY CONTENT PUBLISHED IN ANY OTHER WEBSITE/BLOG ETC.**