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ONGC
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You could be one of the
**Flagbearers of
India's Flagship Energy Company**



Recruitment Advertisement No. 06/2018 - WOU, Mumbai

(Contractual Paramedics, contract up to 30.06.2020)



OIL AND NATURAL GAS CORPORATION Ltd.

India's Largest Energy Company

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A. INTRODUCTION



OIL AND NATURAL GAS CORPORATION WESTERN OFFSHORE UNIT, MUMBAI Advertisement No. 06/2018, WOU-Mumbai

(1) ONGC, a “Maharatna” Public Sector Enterprise, and India’s flagship energy company is engaged in Exploration and Production of Oil & Gas in India and abroad. A global energy major, it contributes **70%** of India’s domestic Oil production & **62%** of Natural Gas Production. ONGC’s annual net profit was **Rs. 19,900 Cr.** (approx.) during Financial Year 2017-18. Currently, ONGC through its subsidiary ONGC Videsh Ltd, is India’s largest Transnational Corporate with overseas **investment of over 28.36 billion USD in 20 countries.** ONGC Represents **India's Energy Security** through its Pioneering Efforts.

(2) ONGC, Western Offshore Unit, Mumbai invites applications from desirous **Candidates who are Domicile of Maharashtra** for the posts of paramedics on contract basis (Contract period: From date of joining till 30.06.2020) with the pay scales mentioned below. **Only those candidates who are Domicile of Maharashtra can apply for the below mentioned posts against this advertisement.**

A) Details of the Posts, Honorarium, Reservations and Essential Qualification(s):-

Sl. No	Contractual post	SC	ST	OBC	UR	Total	Identified categories for PWBD	Consolidated Honorarium per month	Minimum Essential Qualification(s)
1	Pharmacist (Allopathy)	-	-	1	3	4	(OH {OL, BL})	Rs.23000/- per month (all inclusive)	Diploma in pharmacy of minimum 2 years duration*. Should be registered with Pharmacy Council. Skill Tests apply.
2	Dental Hygiene	-	-	-	1	1	(OH {OL})	# Rs.19000/- per month (all inclusive)	Diploma/certificate of minimum 1 year duration in Dental Hygiene/Dental Assistant*. Minimum 1 year in line experience. Skill Tests apply.
3	Physiotherapy	-	-	-	1	1	(OH {OL, BL})	Rs.23000/- per month (all inclusive)	Diploma in Physiotherapy of minimum 2 years duration*. Skill Tests apply.

* Qualifications should be from Govt. recognized college or university.

For Diploma/ certificate in Dental Hygiene/Dental Assistant of 2 or more years’ duration, then corresponding remuneration is Rs. 23,000/-.

B) CANDIDATES MUST NOTE:

- i. **Crucial date of eligibility:** Applicants must ensure that they are eligible to apply for a post in all respects as on closing date of online registration process i.e **01.01.2019** failing which their candidature will be rejected. Candidate must possess Domicile certificate for the state of Maharashtra issued by appropriate Government authority at the time of uploading/ verification of documents.
- ii. The certificates for essential qualification mentioned against each post should be recognised by respective statutory authority (ies).
- iii. Qualification should be from a University/Institute recognized by UGC/ AIU. Qualifications acquired through distance learning shall also be accepted provided they have been recognized by the relevant statutory bodies.
- iv. For the posts of Pharmacist (Allopathy) registration with the Indian/ State Pharmacy Council is a must.
- v. Candidates must possess essential qualification(s) with a minimum score of 35% marks to be eligible to apply for post(s) in this advertisement.
- vi. The jobs are transferable to any onshore/offshore location in the country.

C) SKILL TEST:

Skill Test(s) will be conducted as per the requirements of the post.

D) AGE CRITERIA:

Date of Reckoning of age limits shall be **01.01.2019** i.e. the last date of receipt of On-line application. **Date of Birth as mentioned in the SSC/ Matriculation Board Certificate will only be considered as valid proof.**

Category	Age Limit	
General/SC/ST	Min. 18	Max. 30 Years
OBC	Years	Max. 33 Years

Since there are no posts reserved for SC/ST, the criteria applicable to general candidates shall be applicable to candidates belongs to SC/ST.

- (i) In case of PWD further 10 years relaxation to the maximum age limit mentioned above.
- (ii) Ex- servicemen will be given age relaxation for length of service in Armed Forces plus 3 years as per Govt. Rules. However, for Disabled Defence Service personnel, extent of Age Concession is up to 45 years for Gen/OBC & 50 years for SC/ST.

E) IMPORTANT DATES: (TENTATIVE)

1.	Start of Online Applications	18/12/2018
2.	End Date for Online Applications	01/01/2019, 18:00 Hrs.
3.	Start of Exam (CBT) (Tentative)	Last week of January 2019

FJ) HOW TO APPLY:

- i. **Eligible candidates would be required to apply on-line ONLY through the link available on ONGC Website: www.ongcindia.com from **18.12.2018 to 01.01.2019** till 1800 Hrs. No other mode of application shall be accepted.**
- ii. **Online Application methodology will be available on the online application site at Frequently Asked Question (FAQ).**

- iii. Before registering/submitting their applications on the website candidates should possess the following
 - a. Valid Email ID (should be valid for a period of 1 year from the date of application)
 - b. Mobile no (should be active and valid for at least a period of 1 year)
 - c. Scanned copy of recent passport size colour photograph (20-50 kb size of jpeg/jpg file type) of the candidate with white background along with signature of the candidate (10-20 kb size of jpeg/jpg file type) again with a white background just below the photograph.
- iv. No Changes shall be allowed once the candidate has submitted his/her online application.
- v. Candidates are advised to submit only one application. In case of multiple applications from a candidate the last one shall be considered as final and the rest shall be rejected.
- vi. Candidate should retain the copy of their system generated Registration slip etc. 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.
- vii. **All information regarding examination shall be available on the website of ONGC- www.ongcindia.com. Candidates can download examination (CBT) admit cards/call letter for skill test etc. from the site. ONGC will not be responsible for any loss of e-mail/SMS sent due to invalid or wrong email ID/mobile phone no. or delivery of emails to spam/bulk mail folder.**
- viii. The data provided by candidates at every stage of selection process should be factual and correct as this will become part of selection criteria and the same cannot be changed by them at a later stage. Candidates providing wrong/ false data will be responsible for the consequences including termination (If appointed) apart from legal action by ONGC at any stage.

G) SELECTION PROCESS:

G.1) COMPUTER BASED TEST (CBT) & CENTRES:

CBT is tentatively scheduled on during last week of January, 2019 onwards.

The test is scheduled to be conducted in Mumbai. ONGC reserves the right to change any of the aforementioned test cities at its discretion. Additional Test cities may be included as per requirement.

G.2) FORMAT OF COMPUTER BASED TEST (CBT):

Parts in Computer Based Test (CBT)	Weightage
Part (A): General Mental Ability and Aptitude to test the following: <ul style="list-style-type: none"> • Interpersonal Skills • Logical reasoning/Analytical/Comprehension ability • Basic Numeracy and Data Interpretation Skills • General Awareness 	20% (20 questions carrying 1 mark each)
Part (B): Subject/Domain Related Questions will be commensurate with the level of qualification required for the post.	80 % (80 questions carrying 1 mark each)

- a. The test paper shall consist of Multiple Choice Questions and shall be of **2 hours** duration & **Computer Based Test**.

- b. There will be **No negative marking**.
 c. The test paper shall be **Bilingual** i.e. Hindi & English.

G.3) SELECTION CRITERIA:

1. The final merit list shall be prepared based on the weightages assigned to various parameters as per following table:

Sl. No	Contractual Posts	Criteria
I.	i. Pharmacist (Allopathy) ii. Dental Hygiene iii. Physiotherapy	i. Computer Based Test (CBT)- 85 marks ii. Academic Performance - 15 marks [Based on % of Marks scored in Qualifying Examination i.e Diploma in respective stream]
		Total 100 marks

2. Weightage shall be given to academic performance based on the marks obtained in the qualifying examination as follows:

Sl. No.	Posts	Percentage of Marks obtained in the Qualifying Exam		
		Above 35 % to up to 45%	Above 45 % to up to 55%	Above 55%
I.	1. Pharmacist (Allopathy) 2. Dental Hygiene 3. Physiotherapy	03	06	10

In case, the candidate has only the certification course in respective stream, and such certification has no percentage criteria, then minimum marks will be awarded for academic performance i.e. 3 Marks.

H) STEPS INVOLVED IN THE SELECTION PROCESS:

1. Subsequent to appearing in the written examination, a candidate has to score minimum 40% marks in the written examination to be eligible for further consideration. The selection process methodology is as follows:-

Sl. No.	Posts	Step 1	Step 2
1.	1. Pharmacist (Allopathy) 2. Dental Hygiene 3. Physiotherapy	(i) Candidates shall be awarded marks for academic performance as per table in G3. 1. (ii) Candidate shall be awarded marks based on the performance in the Computer Based Test (CBT), as per table G3. 1 calculated out of 85 marks on pro-rata basis. Marks awarded as above at (i), (ii) above shall be added to determine the provisional total marks of the candidate.	(i) Candidates shall be shortlisted in the ratio of 1:5 as per the merit drawn based on provisional total marks for skill tests. (ii) Verification of documents for determining the eligibility of candidate prior to skill tests in respective post. (iii) Conduct of Skill Test(s). (iv) Empanelment of eligible candidates against respective posts as per the merit as explained at G3. 1. (iv) Declaration of final results on www.ongcindia.com & issuance of offer of engagements. Note: While implementing the Ratio 1:5, if more than one candidate scores equal marks as cut-off marks, then all such candidates will be called for Skill Tests.

2. The candidates will have to qualify at each stage separately and in aggregate.
3. Skill Tests are only qualifying in nature. The candidates, in addition to fulfilling the requisite qualification criteria are required to qualify at each stage i.e. Computer Based Test (CBT), Skill tests (wherever applicable) separately.
4. In case of a tie between two candidates who are in final merit, higher ranking shall be given to those who score more marks in the CBT. In case still there is a tie then higher ranking shall be given to those who are older in age.

I) GENERAL INSTRUCTIONS:

- a) All applicants must fulfil the essential requirements of the post and other conditions stipulated in the advertisement. They are advised to satisfy these essential requirements before applying. No enquiry asking for advice as to eligibility will be entertained. Their admission at all stages of the examination will be purely provisional. Mere issue of admit card/ call letter for Skill Tests etc. to the candidate will not imply that his/her candidature has been finally cleared by ONGC.
- 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) 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.
- e) Requests for change of mailing address, test centre / category / discipline as declared in the online application, **will not be entertained**.
- f) **The Print out of Registration slip should not be tampered with.** In case of any overwriting or tampering of Registration slip, the candidature of the candidate shall be rejected.
- g) Candidates should retain the copy of their Registration Slip/ Admit Card/ Call letter for Skill Tests etc. for future reference.
- h) Candidates in employment of Public Sector undertaking/ Govt. service will be required to produce No Objection Certificate at the time of Skill test/verification of documents/ Joining.

J) IMPORTANT NOTICE TO ALL CANDIDATES

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 & binding on all candidates.

Candidates are also advised not to respond to unscrupulous advertisements appearing in any newspaper. For authenticity of any advertisement, the candidates may check on ONGC's website www.ongcindia.com.

K) OTHER TERMS & CONDITIONS:

1. Contract period will commence from **the date of joining till 30.06.2020.**
2. Engagement is purely temporary, on contract basis, and can be terminated at any time by giving one month notice, by either side, if terminated prior to the stipulated period.
3. No claim for regular employment in ONGC, by virtue of this contractual engagement shall be entertained at any stage.
4. Selected candidates will be paid consolidated monthly remuneration as mentioned above.

5. Engagement on contract will be subject to medical fitness.
6. Candidates shall be required to work as per ONGC duty pattern at ONGC, WOU, Mumbai.
7. Selected candidates shall be required to sign a contract agreement as per the terms and conditions of ONGC.
8. Candidature of candidates submitting false certificates or suppression / submission of incorrect information shall be liable for disqualification / rejection at any stage.
9. Caste certificate for OBC category candidates should be in prescribed format meant for employment in Central Govt. / Central Public Sector Undertaking. Latest Non-Creamy Layer certificate in respect of OBC candidates should be produced.
10. Only Indian nationals need to apply.
11. No TA/DA shall be paid for attending the CBT/Skill Tests.
12. Any sort of canvassing or influencing the officials related to the selection/ engagement process would result in immediate disqualification of the candidature at any stage.

**Office of R&P-ONGC,
Western Offshore Unit, MUMBAI**