



ADVERTISEMENT NO: HRAQ/REC-EX-B/2025-06

DATE: 18/07/2025

Oil India Limited, a Maharatna Public Sector Undertaking invites applications from Indian Nationals to fill up the following posts in Grade C for postings in Assam.

A. DETAILS OF POSTS/VACANCIES/ ESSENTIAL EDUCATIONAL QUALIFICATIONS/AGE LIMIT/ POST QUALIFICATION RELEVANT WORK EXPERIENCE FOR VACANCIES IN GRADE C:

SN	Post Name & Post Code	Post Details		Grade & Scale of Pay (₹)	Upper Age limit (in years) as on 18/08/2025	Essential Educational Qualification*, Percentage & Post Qualification Relevant Work Experience** as on 18/08/2025	Post identified suitable for PwBD
		No. of Posts #	Details				
1.	Superintending Geologist (SP GEO - 01)	01	UR: 01	C 80000-220000	UR: 34***	Post Graduate degree in Geology / Applied Geology of minimum 02 years duration with minimum 60% marks (or equivalent in CGPA) and having subject of Mathematics at Graduation Level (excluding PG in Computational Seismology). AND Having minimum 4 years post qualification relevant work experience.	a) HH b) OA, OL, CP, LC, Dw, AAV c) SLD, MI d) MD involving (a) to (c) above
2.	Manager (F&A) (MFA - 02)	05	UR: 03 OBC (NCL): 01 SC: 01	C 80000-220000	UR: 34*** OBC (NCL): 37*** SC: 39***	Associate member of ICAI/ICMAI. AND Having minimum 4 years post qualification relevant work experience.	a) LV b) HH c) OA, BL, OL, CP, LC, Dw, AAV, MDy d) MD involving (a) to (c) above
3.	Superintending Engineer (Instrumentation) (SPE INS- 03)	02	UR: 01 OBC (NCL): 01	C 80000-220000	UR: 32 OBC (NCL): 35	Bachelor's Degree of minimum 4 years duration with minimum 65% marks (or equivalent in CGPA) in Instrumentation Engineering (Including Electronics & Instrumentation Engineering, Instrumentation & Control Engineering, Applied Electronics & Instrumentation Engineering, Power Electronics & Instrumentation Engineering, Electronics, Instrumentation & Control Engineering etc.). AND Having minimum 4 years post qualification relevant work experience.	a) HH b) OL, Dw, AAV, LC c) ASD (M), SLD d) MD involving (a) to (c)

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		No. of Posts #	Details				
4.	Superintending Engineer (Pipeline T&I) (SPE T&I - 04)	05	UR: 03 OBC (NCL): 01 SC: 01	C 80000-220000	UR: 32 OBC (NCL): 35 SC: 37	<p>Bachelor's degree of minimum 4 years duration with minimum 65% marks (or equivalent in CGPA) in Electronics & Communication / Electronics & Tele Communication Engineering (Excluding Electrical & Communication Engineering/ Electronics & Instrumentation Engineering/ Applied Electronics & Instrumentation Engineering etc.).</p> <p>AND</p> <p>Having minimum 4 years post qualification relevant work experience.</p>	<p>a) OA, OL, CP, LC, Dw, AAV</p> <p>b) SLD</p> <p>c) MD involving (a) to (b) above</p>
5.	Superintending Engineer (Electrical) (SPE EE - 05)	08	UR: 03 OBC (NCL): 02 SC: 01 ST: 01 EWS: 01	C 80000-220000	UR: 32 OBC (NCL): 35 SC: 37 ST: 37 EWS: 32	<p>Bachelor's Degree in Electrical Engineering of minimum 4 years duration with minimum 65% marks (or equivalent in CGPA) (Excluding Electrical & Electronics Engineering/ Electrical & Communication Engineering/ Electrical & Instrumentation Engineering etc.).</p> <p>AND</p> <p>Having minimum 4 years post qualification relevant work experience.</p>	<p>a) HH</p> <p>b) OL, Dw, AAV, LC</p> <p>c) ASD (M), SLD</p> <p>d) MD involving (a) to (c)</p>
6.	Superintending Engineer (Civil) (SPE CIV - 06)	02	UR: 01 OBC (NCL): 01	C 80000-220000	UR: 32 OBC (NCL): 35	<p>Bachelor's Degree of minimum 4 years duration in Civil Engineering with minimum 65% marks (or equivalent in CGPA).</p> <p>AND</p> <p>Having minimum 4 years post qualification relevant work experience.</p>	<p>a) LV</p> <p>b) HH</p> <p>c) OA, LC, Dw, AAV</p> <p>d) MD involving (a) to (c)</p>

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7.	Manager (HR) (MHR - 07)	03	UR: 02 ST: 01	C 80000-220000	UR: 34*** ST: 39***	<p>MBA with Specialization in Personnel Management /HR/ HRD/ HRM of minimum 2 years duration with minimum 60% marks (or equivalent in CGPA) OR Post Graduate Degree in Personnel Management/ Industrial Relations / Labour Welfare of minimum 2 years duration with minimum 60% marks (or equivalent in CGPA) OR Minimum 2 years full time Post Graduate Diploma in PM/IR/Labour Welfare with minimum 60% marks (or equivalent in CGPA) OR PGDM / MBA of minimum 2 years duration with Specialization in HR from IIM with minimum 60% marks (or equivalent in CGPA).</p> <p>AND</p> <p>Having minimum 4 years post qualification relevant work experience.</p>	<p>a) LV b) HH c) OA, BL, OL, OAL, CP, Dw, AAV, MDy d) ASD, SLD, MI e) MD involving (a) to (d) above</p>
8.	Superintending Engineer (Drilling) (SPE DRI- 08)	10	UR:04 OBC (NCL):02 SC: 02 ST: 01 EWS: 01	C 80000-220000	UR: 32 OBC (NCL): 35 SC: 37 ST: 37 EWS: 32	<p>Bachelor's Degree in any Engineering discipline of minimum 04 years duration with minimum 65% (or equivalent in CGPA).</p> <p>AND</p> <p>Having minimum 4 years post qualification relevant work experience.</p>	<p>a) HH, b) OA, OL, DW, AAV</p>
9.	Superintending Engineer (Production) (SPE PROD – 09)	07	UR:03 OBC (NCL):02 SC: 01 EWS:01	C 80000-220000	UR: 32/ 34*** OBC (NCL): 35/ 37 *** SC: 37/ 39*** EWS: 32/ 34***	<p>Bachelor's degree in Petroleum/ Mechanical / Chemical Engineering of minimum 04 years duration with minimum 65% (or equivalent in CGPA)</p> <p>OR</p> <p>Post Graduate degree in Petroleum Engineering/ Technology of minimum 02 years duration with minimum 60 % marks (or equivalent in CGPA) and having Engineering degree at graduation level</p> <p>AND</p> <p>Having minimum 4 years post qualification relevant work experience.</p>	<p>a) HH b) AAV, OA, OL, OAL, Dw. c) ASD (M), SLD d) MD involving (a) to (c)</p>

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		No. of Posts #	Details				
10.	Superintending Engineer (Environment) (SPE ENV - 10)	01	OBC (NCL): 01 (Backlog)	C 80000-220000	OBC (NCL): 35/ 37 ***	<p>Bachelor's degree in Environmental Engineering of minimum 4 years duration with minimum 65% marks</p> <p>OR</p> <p>Bachelor's degree in any branch of Engineering of minimum 4 years duration with Master's degree in Environmental Engineering of minimum 2 years duration with minimum 60% marks</p> <p>OR</p> <p>Master's degree in Environmental Science of minimum 2 years duration with minimum 60% marks.</p> <p>AND</p> <p>Having minimum 4 years post qualification relevant work experience.</p>	NA
11.	Superintending Engineer (Logistics) (SPE LO - 11)	01	UR: 01	C 80000-220000	UR: 32	<p>Bachelor's Degree in Mechanical Engineering of minimum 4 years duration with minimum 65% marks (or equivalent in CGPA) (Excluding Automation/ Automobile/ Industrial / Power/ Manufacturing/ Production / Mechatronics / Mining/ Marine/ Robotics Engineering etc)</p> <p>AND</p> <p>Having minimum 4 years post qualification relevant work experience.</p>	<p>a) HH</p> <p>b) OA, OL, Dw, AAV, LC</p> <p>c) ASD (M), SLD</p> <p>d) MD involving (a) to (c)</p>
12.	Superintending Engineer (Field Engineering) (SPE FE - 12)	01	UR: 01	C 80000-220000	UR: 32	<p>Bachelor's Degree in Mechanical Engineering of minimum 4 years duration with minimum 65% marks (or equivalent in CGPA) (Excluding Automation/ Automobile/ Industrial / Power/ Manufacturing/ Production / Mechatronics / Mining/ Marine/ Robotics Engineering etc)</p> <p>AND</p> <p>Having minimum 4 years post qualification relevant work experience.</p>	<p>a) HH</p> <p>b) OA, DW, AAV, LC</p> <p>c) MD involving (a) to (b)</p>

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		No. of Posts #	Details				
13.	Superintending Engineer (Pipeline Mechanical) (SPE PM - 13)	02	UR:01 OBC (NCL): 01	C 80000-220000	UR: 32 OBC (NCL): 35	Bachelor's Degree in Mechanical Engineering of minimum 4 years duration with minimum 65% marks (Excluding Automation/ Automobile/ Industrial / Power / Manufacturing/ Production / Mechatronics /Mining/ Marine/ Robotics Engineering etc). AND Having minimum 4 years post qualification relevant work experience.	a) HH b) OL
14.	Manager (Contracts & Purchase) (MCP - 14)	05	UR:03 OBC (NCL):01 SC: 01	C 80000-220000	UR: 32 OBC (NCL): 35 SC: 37	Bachelor's Degree in any Engineering of minimum 04 years duration with minimum 65% marks (or equivalent in CGPA) AND Having minimum 4 years post qualification relevant work experience.	a) HH b) OL, Dw, AAV, LC c) ASD (M), SLD d) MD involving (a) to (c)
15.	Superintending Engineer (Reservoir) (SPE RES - 15)	01	UR:01	C 80000-220000	UR: 32/ 34***	Bachelor's degree in Petroleum Engineering of minimum 04 years duration with 65% marks (or equivalent in CGPA) OR Master's Degree in Petroleum Engineering/Technology of minimum 02 years duration with 60% marks (or equivalent in CGPA) having Engineering at Graduation level AND Having minimum 4 years post qualification relevant work experience.	a) HH b) OA, OL, CP, LC, Dw, AAV c) SLD, MI d) MD involving (a) to (c) above
Total		54					

Note I - # The numbers of vacancies are subject to change, if required.

Note III - * In case of educational qualification, any variation in nomenclature from the above will not be accepted.

Note IV - ** The Essential Post Qualification relevant Work Experience will be as detailed in Para B. The Essential Post Qualification Relevant Work Experience will be counted only after the candidate has acquired the "Essential Educational Qualification" as mentioned under Para A above, as applicable.

Note V - *** For those with prescribed qualification of Post Graduate degree.

Note VI - Reservation/ Relaxations for PwBD candidates will be as per Government Directives. Out of the above posts, three (03) nos. of post(s) will be reserved for PwBD candidates.

Abbreviations used: UR-Unreserved, ST-Scheduled Tribes, SC- Scheduled Caste, OBC-NCL- Other Backward Classes (Non Creamy Layer), PwBD-Persons with Benchmark Disability, EWS – Economically Weaker Sections, B-Blind, LV-Low Vision, HH-Hard of Hearing, OA-One Arm, OL-One Leg, BA-Both Arms, BL-Both Leg, OAL-One Arm and One Leg, CP-Cerebral Palsy, LC-Leprosy Cured, Dw-Dwarfism, AAV-Acid Attack Victims, ASD-Autism Spectrum Disorder (M-Mild), SLD-Specific Learning Disability, MDy-Muscular Dystrophy, MI-Mental Illness, MD-Multiple Disabilities, NA-Not Applicable.

- (i) Bachelor's degree in Engineering courses should be of minimum 04 years duration & Post Graduate courses should be of minimum 02 years duration.
- (ii) All qualification should be from a University/ Institute recognized by Government of India and the courses should be approved by UGC/appropriate statutory authority for employment to the post and services of the Central Government. Candidates who have obtained their qualification through the distance learning/part time mode are also eligible to apply provided that their qualification is recognized by the relevant statutory bodies for employment to the post and services of the Central Government.
- (iii) Candidates applying for the post of Manager (F&A) and without Membership certificate of ICAI/ICMAI are NOT eligible to apply.

B. DETAILS OF MINIMUM POST QUALIFICATION EXPERIENCE (YEARS), ESSENTIAL POST QUALIFICATION RELEVANT WORK-EXPERIENCE AND JOB DESCRIPTION:

SN	Name of post, Grade (Post Code)	Minimum Essential Post Qualification Relevant Work Experience	Essential Post Qualification Relevant Work Experience*. (minimum 04 years)	Job Description
1.	Superintending Geologist (SP GEO - 01)	4 years	<p>(i) Minimum 04 years post qualification relevant work experience* of working as a Geologist or in line Executive work experience (including experience as GET/ ET/ MT) in State/ Central Government/ Department(s)/Organization(s)/ Undertaking(s) and/or Private Sector Organization(s)/ Institution(s)/Company(ies) of repute, as an employee of that Organization.</p> <p>(ii) Candidates with experience in Oil & Gas Sector will be preferred.</p>	<ol style="list-style-type: none"> i. Should have knowledge of Exploration & Evaluation to Conduct geological studies and analyses to support exploration efforts, including basin analysis, structural and stratigraphic interpretation, and reservoir characterization. ii. Should have knowledge of Petroleum System Analysis to Assess source rocks, generation, migration, trapping mechanisms, and reservoir quality using geological and geochemical data. iii. Should have knowledge of Wellsite Geology to Supervise geological operations during drilling activities, including mud logging, cuttings description, core analysis, and formation evaluation. iv. Should have knowledge of Reservoir Modelling to Contribute geological inputs to static reservoir models, incorporating data from wells, logs, cores, and seismic studies. v. Should have knowledge of Data Integration to Integrate geological, geophysical, petrophysical, and engineering data to build a comprehensive subsurface understanding for exploration and field development planning. vi. Should have knowledge of Reporting & Documentation to Prepare technical reports, geological maps, cross-sections, and presentations for internal and regulatory review. vii. Should have sound understanding of sedimentology, stratigraphy, structural geology, and basin evolution. Should have proficiency in geological software tools such as Petrel, Kingdom Suite, or equivalent. ix. Should have familiarity with well log interpretation and core analysis. x. Should have working knowledge of exploration workflows in the upstream oil and gas industry. xi. Should have understanding of petroleum system modelling and geo-statistics. xii. Should have strong analytical, problem-solving, and communication skills. Should have ability to work in a multidisciplinary team environment.

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2.	Manager (F&A) (MFA - 02)	4 years	(i) Minimum 04 years post qualification relevant work experience* of working in Financial/Audit functions (including experience as GET/ ET/ MT) in State/ Central Government/ Department(s)/Organization(s)/ Undertaking(s) and/or Private Sector Organization(s)/ Institution(s)/Company(ies) of repute, OR (ii) Govt. Audit Department or Audit Firms conducting audit of other companies (excluding training / trainee period).	<ul style="list-style-type: none"> i. Should have strong working knowledge of financial accounting, cost accounting, and audit processes. ii. Should have hands-on experience with financial statements preparation, budgeting, variance analysis, and internal control systems. iii. Should have sound understanding of relevant laws and standards such as (not limited to): <ul style="list-style-type: none"> a) Indian Accounting Standards (Ind AS) b) Companies Act, GST, Income Tax Act c) Audit standards issued by ICAI/ICMAI. etc. iv. Should be proficient in conducting or assisting in statutory audits, internal audits, concurrent audits, and compliance audits, especially in organizational environments subject to regulatory oversight. v. Should be familiar with public finance management or government financial rules and procedures. vi. Should have ability to analyse and interpret financial data to support decision-making, risk identification, and reporting to senior management.
3.	Superintending Engineer (Instrumentation) (SPE INS- 03)	4 years	(i) Minimum 04 years post qualification relevant work experience* of working as an Instrumentation Engineer in Oil & Gas Sector (including experience as GET/ ET/ MT) in State/Central Government/Department(s)/Organization(s)/ Undertaking(s) and/or Private Sector Organization(s)/ Institution(s)/Company(ies) of repute involved in maintaining and troubleshooting instrumentation equipment, including sensors, controllers, and actuators etc. or experience of working with Programmable Logic Controllers (PLCs), Distributed Control Systems (DCS), and Supervisory Control and Data Acquisition (SCADA) for monitoring and control of equipment's/plants/installations etc.	<ul style="list-style-type: none"> i. Should have knowledge of maintenance of Instrumentation & Control system in Gas Compressors, Oil & Gas Processing Plants, Gas Gathering Stations, Drilling rig, Power plant, Tank Farms, along with maintenance of safety Instrumentation systems used in Oil & Gas installations etc. ii. Should have knowledge of maintenance of advanced Instrumentation Systems installed in Oil & Gas installations like PLC, Field- Bus Technology, Supervisory control and data acquisition (SCADA), Distributed Control system (DCS) etc. iii. Should have knowledge of repairing, servicing, calibration & testing of pneumatic and electronics instruments. iv. Should have knowledge of Requirement analysis, identification of suitable instrumentation system with proper technical specifications along with installation & commissioning. of instrumentation systems v. Should have knowledge of Monitoring & control of inventory, stock & spares of instrumentation systems vi. Should have knowledge of Knowledge about IP Networking and Data Communication vii. Should have knowledge of Working knowledge in SAP_ERP module

SN	Name of post, Grade (Post Code)	Minimum Essential Post Qualification Relevant Work Experience	Essential Post Qualification Relevant Work Experience*. (minimum 04 years)	Job Description
4.	Superintending Engineer (Pipeline T&I) (SPE T&I - 04)	4 years	<p>(i) Must have minimum 04 years post qualification relevant work experience* of working in operation and maintenance of Telecommunication Systems or Instrumentation Systems or PLC/SCADA/DCS systems in Telecommunication Industry / Networking Industry/Hydrocarbon Pipeline Industry/Petroleum Refinery/ Petrochemicals/ Heavy Chemical/ Fertilizers /Power Plants/ Gas Processing Industry/CGD/ Process Instrumentation Industry/Other industrial establishments as a Telecom/ Instrumentation Engineer or in line Executive work experience (including experience as GET/ ET/ MT) in State/ Central Government/ Department(s)/Organization(s)/ Undertaking(s) and/or Private Sector Organization(s)/ Institution(s)/Company(ies) of repute, as an employee of that Organization.</p> <p>(ii) Candidates with experience in Oil & Gas Sector will be preferred.</p>	<p>i. Should have knowledge of Optical Fibre communication, Wireless Communication systems, types of Antennas, Radio Frequency systems, Transmission cables, High Frequency (HF) /Very High Frequency(VHF)/Ultra High Frequency(UHF) Communication systems /Microwave etc.</p> <p>ii. Should have knowledge of Data Communication, OSI Model , Purdue Model for ICS security, IP Networking and Synchronous & Asynchronous Communication.</p> <p>iii. Should have knowledge of Process Instrumentation systems used in Oil & Gas Installations/ Power Plants/ Chemical & fertilizer Industry etc.</p> <p>iv. Should have knowledge of Maintenance of Industrial Automation Systems like PLC, SCADA, DCS etc.</p> <p>v. Should have knowledge of Repairing, servicing, calibration & testing of electronics instruments in instrumentation workshops utilising available test/calibration equipment.</p> <p>vi. Should have knowledge of Operation and maintenance of Electronic Telephone Exchanges (Switching systems) including Main Distribution Frame, Overhead and underground Telephone distribution cables and Analog & Digital telephone instruments.</p> <p>vii. Should have knowledge of Operation and maintenance of Industrial Power Plant systems (Batteries, Float-cum-booster chargers, UPS systems) utilized for Radio Communication systems, Switching systems and Industrial Automation.</p>
5.	Superintending Engineer (Electrical) (SPE EE - 05)	4 years	<p>(i) Minimum 04 years post qualification relevant work experience* of working as a Electrical Engineer or in line Executive work experience (including experience as GET/ ET/ MT) in State/ Central Government/ Department(s)/Organization(s)/ Undertaking(s) and/or Private Sector Organization(s)/ Institution(s)/Company(ies) of repute, as an employee of that Organization.</p> <p>(ii) Must possess valid Electrical Supervisors certificate of competency</p>	<p>i. Should have sound theoretical and practical knowledge in Electrical machines (e.g., generators, motors, transformers etc.), Electrical LV/MV/HV Power Distribution Networks including electrical overhead lines and underground/overground cables,, Electrical Protection systems including digital/numerical relays, Electrical Substations (including switchgear, control gear, circuit breakers, Transformers, batteries), various types of earthing (Neutral and equipment grounding) etc., Power & Motor control centres, various types of Motor Starters including VFD control, Power Electronics, PLC/DCS/SCADA Control systems, various types of electrical equipment used in hazardous atmosphere (flameproof, intrinsically safe, Increased Safety etc.), Illumination, lightning protection, internal electrification, etc. Should be able to study and draw electrical drawings.</p>

SN	Name of post, Grade (Post Code)	Minimum Essential Post Qualification Relevant Work Experience	Essential Post Qualification Relevant Work Experience*. (minimum 04 years)	Job Description
			<p>issued by any State Licensing Board.</p> <p>(iii) Candidates possessing valid Electrical Supervisors certificate of competency on Mining Operations/ installations issued by any State Licensing Board shall have an added advantage/ preference.</p> <p>(iv) Candidates with experience in Oil & Gas Sector will be preferred.</p>	<p>ii. Should have adequate knowledge of executing Electrical Projects, electrical load calculations, preparing electrical estimate, preparation of electrical single line diagram, Power Flow diagrams, designing of electrical power supply system, designing of Earthing Systems, designing of simple Control Circuits, Installation & Commissioning of Electrical equipment etc.).</p> <p>iii. Should have sufficient knowledge of New and Renewable Energy solutions, GoI's initiatives on renewable energy, various Govt. policies and directives on renewable energy.</p> <p>iv. Should be well versed in electrical safety practices, Electrical Shutdown procedures, Work Permit system (Hot work, Cold work and Electrical Permit to Work), Safe Operating Procedure (SOP), Job Safety Analysis (JSA), Hazardous Area Classification, and other general safety practices including Emergency Response Procedure (electricity related), firefighting, first aid training etc.).</p> <p>v. Should be conversant with Central Electricity Authority Regulations (Measures relating to Safety and Electric Supply), 2023, Electricity Act 2003 etc.</p> <p>vi. Should have adequate knowledge of guidelines and directives of various statutory bodies such as CEA Regulations, DGMS, OISD, PESO, Mines Act, Mines Rules, Oil Mines Regulations etc. is desirable, but not mandatory.</p>
6.	Superintending Engineer (Civil) (SPE CIV - 06)	4 years	<p>(i) Minimum 04 years post qualification relevant work experience* of working as a Civil Engineer or in line Executive work experience (including experience as GET/ ET/ MT) in State/ Central Government/ Department(s)/ Organization(s)/ Undertaking(s) and/or Private Sector Organization(s)/ Institution(s)/ Company(ies) of repute, as an employee of that Organization.</p> <p>(ii) Candidates with experience in Oil & Gas Sector will be preferred.</p>	<p>i. Should have knowledge of execution of major / minor projects in buildings, roads, bridges, & culverts or any civil engineering infrastructure.</p> <p>ii. Should have knowledge of structural design, field survey, preparation of bar charts, civil engineering drawings, project planning, procurement/ billing, preparation of estimates / BOQ, BBS (Bar Bending Schedules) with knowledge of IS/IRC codes etc.</p> <p>iii. Should have knowledge of working in GPS, AUTOCAD, STAAD PRO, Primavera, MS Project, ERP (SAP).</p> <p>iv. Should have knowledge of preparation of specification of all civil components related to respective Projects / Preparation of civil layout drawings/ plot plan/ contour survey of installations with the help of Auto CAD.</p> <p>v. Should have knowledge of preparation of detail specification of civil items along with quantity/ examine/ analyse/ approve civil diagrams/ drawings prepared by Contractors / preparation of bill of quantities/ contract documents.</p> <p>vi. Should have knowledge of calculation of civil items/equipment's requirement at site and maintain inventory.</p>

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				<p>vii. Should have knowledge of compliance of execution of all civil jobs at site as per contract terms & conditions/Close and constant monitoring of civil activities carried out by Contractors at site.</p> <p>viii. Should have knowledge of project safety standards of Oil & Gas installations as per Directorate General of Mines Safety (DGMS), Oil Industry Safety Directorate (OISD) and Central Institute of Mining and Fuel Research (CIMFR).</p> <p>ix. Should have knowledge of quality control and prescribed test as per relevant IS code for various construction materials.</p> <p>x. Should have knowledge of preparation of Technical Specifications, Bill of Quantities (BOQ), Bar Bending Schedules (including ductile detailing), preparation of tender documents, evaluating tender documents, and handling contract variations/claims/dispute resolution.</p>
7.	Manager (HR) (MHR - 07)	4 years	Minimum 04 years post qualification relevant work experience* of working as a Human Resource (HR)/ Administration/ Personnel/ Learning & Development / Employee Relations Officer or in line Executive work experience (including experience as ET/ MT) in State/ Central Government/ Department(s)/Organization(s)/ Undertaking(s) and/or Private Sector Organization(s)/ Institution(s)/Company(ies) of repute, as an employee of that Organization.	<p>i. Should have knowledge of activities of Administration, Personnel, Learning and Development, Employee Relations functions of an organization</p> <p>ii. Should have knowledge about disciplinary proceedings, labour laws, PSU, Govt service rules etc.</p> <p>iii. Should have knowledge of dealing with contractual workers and wage administration.</p> <p>iv. Should have knowledge of Recruitment & Reservation matters.</p> <p>v. Should have knowledge of working in payroll system.</p> <p>vi. Should have knowledge of Training Activities.</p> <p>vii. Should have knowledge of Human Resource Information System, Performance Management System.</p> <p>viii. Should have knowledge of Enterprise Resource Planning, preferably in Systems, Applications and Products in data processing (SAP)</p>
8.	Superintending Engineer (Drilling) (SPE DRI- 08)	4 years	(i) Must have minimum 04 years post qualification relevant work experience* of working as a Drilling Engineer or in line Executive work experience while operating/ working in various types of Drilling and Workover Rigs viz. Alternate Current (AC)/Silicon Controlled Rectifier (SCR)/ Variable Frequency Drive (VFD) etc.	<p>i. Should have knowledge of operating Alternate Current (AC)/Silicon Controlled Rectifier (SCR)/ Variable Frequency Drive (VFD) drilling rigs.</p> <p>ii. Should have knowledge of operation of the rigs and down hole complications, well control</p> <p>iii. Should have knowledge of operating draw works and handling of friction and joystick brake</p> <p>iv. Should have knowledge of trouble shoot rig equipment and tools in drilling rigs.</p> <p>v. Should have knowledge of HSE, statutory rules and regulations as per Mines Act, Oil Industry Safety Directorate (OISD) rules, well site management etc.</p> <p>vi. Should have knowledge of inter disciplines, conversant about Drilling Mud chemicals/additives and maintenance of mud properties.</p> <p>vii. Candidates with IWCF/IADC (Level 3/4) certificate will be preferred.</p>

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9.	Superintending Engineer (Production) (SPE PROD – 09)	4 years	(i) Must have minimum 04 years post qualification relevant work experience* of working as a Production Engineer or in line Executive work experience (including experience as GET/ ET/ MT) in State/ Central Government/ Department(s)/Organization(s)/ Undertaking(s) and/or Private Sector Organization(s)/ Institution(s)/Company(ies) of repute, as an employee of that Organization of working either in Well Intervention, Completion and Stimulation Services OR Surface Production Facilities and Oil / Gas Pipeline.	<ul style="list-style-type: none"> i. Should have knowledge of Production, testing, and handling of oil/gas wells. ii. Should have knowledge of Well completion, intervention and well control. iii. Should have knowledge of Surface & Sub-surface tools and equipment. iv. Should have knowledge of Operation and maintenance of Well Stimulation Equipment / Units. v. Should have knowledge of O&M of Oil/Gas Production Installations / Facilities, surface production equipment, and well servicing operations. Artificial Lift Systems (Gas Lift, Sucker Rod Pump, ESP). vi. Should have knowledge of Construction, operations and maintenance of oil/gas pipelines and Flowlines. vii. Should have knowledge of HSE, Statutory rules and regulations as per OMR, DGMS, OISD & CPCB.
10.	Superintending Engineer (Environment) (SPE ENV - 10)	4 years	(i) Minimum 4 years post qualification relevant work experience* in the Industrial Sector of Red Category of Industry with preference for experience in E&P sector.	<ul style="list-style-type: none"> i. Should have knowledge of environmental regulations, standards, and compliance requirements applicable to Red Category industries under the CPCB/SPCB guidelines. ii. Should have knowledge of environmental impact assessments (EIA), environmental management plans (EMP), and regulatory reporting. iii. Should have knowledge of waste management, air/water pollution control systems, hazardous material handling, and emission monitoring protocols. iv. Should have knowledge of sustainability practices, ISO 14001 standards, and environmental audit processes. v. Should have ability to interface with regulatory bodies, prepare and submit statutory reports (e.g., EC compliance, CTE/CTO), and ensure timely clearance and compliance. vi. Should have knowledge of EHS (Environment, Health & Safety) principles in industrial operations. vii. Should have good command over technical documentation, data analysis, and project coordination in environmental engineering contexts. viii. Should have knowledge of GIS tools, environmental modelling software, or monitoring instrumentation. ix. Should have excellent communication and stakeholder engagement skills, especially for interdepartmental coordination and regulatory liaison. x. Should be proactive, analytical, and capable of working independently or within a cross-functional team.

SN	Name of post, Grade (Post Code)	Minimum Essential Post Qualification Relevant Work Experience	Essential Post Qualification Relevant Work Experience*. (minimum 04 years)	Job Description
11.	Superintending Engineer (Logistics) (SPE LO - 11)	4 years	<p>(i) Minimum 04 years post qualification relevant work experience* of working as a Logistics/ Mechanical Engineer or in line executive work experience including experience as GET/ ET/ MT) in State/ Central Government/ Department(s)/Organization(s)/ Undertaking(s) and/or Private Sector Organization(s)/ Institution(s)/Company(ies) of repute, as an employee of that Organization in operations/maintenance/ repair of automobiles /logistics/ mobile equipment/ operations/maintenance of hydraulics & Pneumatics systems used in mobile equipment.</p> <p>(ii) Candidates with experience in Oil & Gas Sector will be preferred.</p>	<p>i. Should have knowledge of maintenance and repair of automobiles.</p> <p>ii. Should have knowledge of maintenance and repair of mobile equipment.</p> <p>iii. Should have knowledge of hydraulics & Pneumatics systems used in mobile equipment.</p>
12.	Superintending Engineer (Field Engineering) (SPE FE - 12)	4 years	<p>(i) Minimum 04 years post qualification relevant work experience* of working as a Field Engineering/ Mechanical Engineer or in line executive work experience including experience as GET/ ET/ MT) in State/ Central Government/ Department(s)/Organization(s)/ Undertaking(s) and/or Private Sector Organization(s)/ Institution(s)/Company(ies) of repute, as an employee of that Organization in Maintenance/ Operation of Industrial Workshop/ Process Plant or Powerhouse OR Design/ Laying/ Fabrication/ Maintenance of pipelines for transfer of effluent/ water/ Gas OR Selection/ Design/ Procurement/ Installation/ Commissioning/</p>	<p>i. Should have knowledge of Maintenance/ Operation of Industrial Workshop (Mechanical/ Internal Combustion Engine like diesel, gas, petrol engines) or Process Plant or Powerhouse.</p> <p>OR</p> <p>ii. Should have knowledge of Design/ Laying/ Fabrication/ Maintenance of pipelines for transfer of effluent/ water/Gas.</p> <p>OR</p> <p>iii. Should have knowledge of Selection/ Design/ Procurement/ Installation/ Commissioning/ Maintenance/ Overhauling of IC Engines, Air Compressors, Pumps like reciprocating, centrifugal etc.</p> <p>OR</p> <p>iv. Should have knowledge of Installation/ Operation/ Maintenance of Water Treatment (potable or waste) Plants.</p> <p>OR</p> <p>v. Should have knowledge of Design / Maintenance / Servicing of Hydrocarbon Storage Tanks.</p>

SN	Name of post, Grade (Post Code)	Minimum Essential Post Qualification Relevant Work Experience	Essential Post Qualification Relevant Work Experience*. (minimum 04 years)	Job Description
			<p>Maintenance/ Overhauling of IC Engines, Air Compressors, Pumps like reciprocating, centrifugal etc Installation/ Operation/ Maintenance of Water Treatment (potable or waste) Plants OR Design / Maintenance / Servicing of Hydrocarbon Storage Tanks.</p> <p>(ii) Candidates with experience in Oil & Gas Sector will be preferred.</p>	
13.	Superintending Engineer (Pipeline Mechanical) (SPE PM - 13)	4 years	<p>(i) Must have minimum 04 years post qualification relevant work experience* of working as Pipeline Engineer or in line Executive work experience (including experience as GET/ ET/ MT) in State/ Central Government/ Department(s)/Organization(s)/ Undertaking(s) and/or Private Sector Organization(s)/ Institution(s)/Company(ies) of repute, as an employee of that Organization.</p> <p>(ii) Candidates with experience in Oil & Gas Sector will be preferred.</p>	<p>i. Should have knowledge of working as a Pipeline Engineer or similar role in the Oil and Gas industry.</p> <p>ii. Should have excellent project management skills.</p> <p>iii. Should have knowledge of Maintenance aspects of IC Engines, Centrifugal & Reciprocating Pumps</p> <p>iv. Should have knowledge of Safety Standards as per the latest Oil Industry Safety Directorate (OISD) norms followed in Pipeline Industry.</p> <p>v. Should have the ability to work independently and as part of a team.</p> <p>vi. Should have proficiency in software engineering tools.</p> <p>vii. Should have knowledge of pipeline systems and procedures.</p> <p>viii. Should have excellent problem-solving abilities and attention to detail.</p>
14.	Manager (Contracts & Purchase) (MCP - 14)	4 years	<p>i. Minimum 04 years post qualification relevant work experience* of working as a Contracts/ Purchase/ Materials Officer or in line executive work experience including experience as GET/ ET/ MT) in State/ Central Government/ Department(s)/Organization(s)/ Undertaking(s) and/or Private Sector Organization(s)/ Institution(s)/Company(ies) of repute, as an employee of that Organization.</p>	<p>i. Should have knowledge of Procurement Functions: Understanding core procurement processes, material management, contract management and inventory management.</p> <p>ii. Knowledge on Public Procurement policy as per Department of Expenditure's (DoE) manuals on procurement of goods, services and works. Conversant with relevant Govt. guidelines/policies on public procurement with respect to MSME Order-2012, Make in India Policy, Steel Policy, GTE guidelines, Land Border Sharing policy etc.</p> <p>iii. Should have knowledge of Legal Aspects: Familiarity with legal issues related to the procurement of goods, services and works. Understanding on Arbitration, conciliation etc.</p> <p>iv. Should have knowledge of Customs and Import Procedures: Knowledge on Import & Export formalities including customs and GST regulations & formalities etc.</p>

SN	Name of post, Grade (Post Code)	Minimum Essential Post Qualification Relevant Work Experience	Essential Post Qualification Relevant Work Experience*. (minimum 04 years)	Job Description
			ii. Candidates with experience in Oil & Gas Sector will be preferred.	<ul style="list-style-type: none"> v. Should have knowledge of Cost Management: Emphasis on cost consciousness in procurement activities. vi. Should have knowledge of Digital Tools: Proficiency in computer applications, SAP systems, and the Government e-Marketplace (GeM) portal. vii. Should have knowledge of drafting and finalization of tender, negotiation, post award management of Purchase Order/Contract. viii. Should have knowledge of working on Government e-Marketplace (GeM) portal and ERP environment like SAP. ix. Should have sound Communication Skill, Effective written and oral communication in procurement contexts. x. Should have sound Problem-Solving ability to address and resolve issues in procurement processes.
15.	Superintending Engineer (Reservoir) (SPE RES - 15)	4 years	<ul style="list-style-type: none"> (i) Minimum 04 years post qualification relevant work experience* of working as a Reservoir Engineer or in line Executive work experience (including experience as GET/ ET/ MT) in State/ Central Government/ Department(s)/Organization(s)/ Undertaking(s) and/or Private Sector Organization(s)/ Institution(s)/Company(ies) of repute, as an employee of that Organization. (ii) Candidates with experience in Oil & Gas Sector will be preferred. 	<ul style="list-style-type: none"> i. Should have working knowledge of Reservoir Characterization & Modelling to Analyze geological, geophysical, petrophysical, and production data to characterize reservoir properties and develop accurate reservoir models. ii. Should have working knowledge of Reserves Estimation & Classification to Estimate in-place and recoverable hydrocarbons using industry-standard techniques (Volumetric, Decline Curve Analysis, Material Balance, etc.), and classify reserves per PRMS/SPE standards. iii. Should have working knowledge of Dynamic Reservoir Simulation to Build and run dynamic reservoir simulation models using software such as ECLIPSE, CMG, or equivalent to predict reservoir performance under various development scenarios. iv. Should have working knowledge of Field Development Planning to Assist in the design of field development strategies including well placement, completion, recovery methods (primary, secondary, tertiary), and production optimization. v. Should have working knowledge of Well Performance Analysis to Monitor and evaluate individual well performance, pressure behavior, and production trends; suggest optimization interventions where necessary. vi. Should have working knowledge of Enhanced Oil Recovery (EOR) Studies to Evaluate and recommend EOR techniques (water flooding, gas injection, chemical, thermal, etc.) and support implementation with technical feasibility studies. vii. Should have working knowledge of Interdisciplinary Collaboration to Work closely with geologists, production engineers, drilling engineers, and geophysicists to ensure integrated reservoir management and development strategies. viii. Should have working knowledge of Reporting & Documentation to Prepare technical reports, production forecasts, reservoir management

SN	Name of post, Grade (Post Code)	Minimum Essential Post Qualification Relevant Work Experience	Essential Post Qualification Relevant Work Experience*. (minimum 04 years)	Job Description
				<p>plans, and presentations for internal review and external stakeholders/regulators.</p> <p>ix. Should have strong grasp of reservoir engineering fundamentals including fluid flow in porous media, PVT analysis, well testing, and decline analysis</p> <p>x. Should have Hands-on experience with reservoir simulation software (e.g., ECLIPSE, CMG, tNavigator)</p> <p>xi. Should have Knowledge of reservoir management principles and recovery methods</p> <p>xii. Should have Experience in production forecasting and economic evaluation of development plans</p> <p>xiii. Should have Familiarity with data integration from geology, geophysics, and petrophysics</p> <p>xiv. Should have Proficiency in tools such as OFM, MBAL, Prosper, or other production analysis software</p> <p>xv. Should have Excellent analytical, problem-solving, and communication skills</p> <p>xvi. Should have Ability to work independently and in multi-disciplinary teams.</p>

Abbreviations used: GET: Graduate Engineer Trainee, ET: Executive Trainee, MT: Management Trainee

* The term "*relevant work experience*" shall mean only full-time, post-qualification work experience that is directly related to the nature of duties and responsibilities of the advertised post, as specified under Para B above. Only such experience gained while working as an employee—whether on a permanent, fixed-term, or contractual basis—in any Central or State Government department, public sector undertaking, or reputed private sector organization/institution/company shall be considered. Experience certificates, produced by the candidates must be issued by competent and authorized executive of the previous/ present organization(s) indicating Name, Designation, date of joining including date of release from the organization (as applicable) and should clearly mention the roles and responsibilities in the organization. Academic roles such as teaching, research work, JRF/SRF, PhD scholar, or project work during graduation/post-graduation/PhD will not be treated as work experience. Any experience acquired prior to the completion of the essential educational qualification will not be considered as relevant experience.

Candidates applying for the above posts in Grade C and employed with Government departments / PSUs / Autonomous Bodies as on 18/08/2025 must have at least one-year experience in the pay scale of ₹ 60,000-1,80,000/ or a higher scale of pay and the proof of the same should be submitted while applying for the posts.

C. EDUCATIONAL QUALIFICATION & AGE RELAXATION

- Candidates applying for any of the posts must possess the requisite **Essential Educational Qualifications**, as applicable, as indicated under the relevant sections mentioned above.
- Reservation will be applicable for SC/ST/OBC-NCL/ EWS/ PwBD as per Government guidelines issued on the matter from time to time.
- Candidates age should be as per Birth Certificate or Admit Card / Pass Certificate/ Marksheet of Matriculation/10th Standard or equivalent issued by Central/State Board indicating date of birth, in support of their claim of age. No other document will be accepted for verification of date of birth.
- The upper age limit shall be as indicated in the tables under Para A, above.
- Age relaxation of 5 years will be applicable for candidates who have ordinarily been domiciled in the State of Jammu & Kashmir during the period from 01.01.1980 to 31.12.1989 for which they will have to submit domicile certificate issued by the prescribed authority.

- vi. In case of candidates belonging to Persons with Benchmark Disabilities (PwBD) age relaxation will be as per Government Directives.
- vii. Age relaxation for Ex-Servicemen will be 5 years.
- viii. Upper age limit for the internal candidates of OIL who are otherwise eligible to apply against the above-mentioned posts is 54 years.
- ix. Candidates having PhD in the relevant discipline will be given 03 years age relaxation.
- x. After applying all applicable age relaxations, including those admissible to internal candidates, the maximum upper age limit shall, in no case, exceed 54 years for all candidates.

D. PAY & ALLOWANCES

- (i) Besides Basic Pay and Industrial pattern of DA, the other benefits include HRA or Company leased/self-lease accommodation, free medical benefits for self & dependents, Gratuity/PF, House Building Loan, Vehicle Loan, Group Insurance, etc. as per rules of the Company.
- (ii) Provisionally selected candidates will be placed in Grade C in the pay scale of ₹80,000-2,20,000 (starting Basic Pay of ₹80,000).
- (iii) Approximate total emoluments in Grade C at minimum of scale will be around ₹ 1,50,000.
- (iv) Provisionally selected candidates for all posts will have to serve a probationary period of one year and will be confirmed in writing after successful completion of the same.

E. APPLICATION FEES

- (i) Non-Refundable Application Fees will be as under:

Category	Application Fee Amount (Rs.)
General/ OBC (NCL)	500 + Applicable taxes
SC/ST/PwBD/EWS/Ex-Servicemen	Nil

- (ii) Application fee once paid will not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility before the payment of the application fee.

F. SELECTION PROCESS

- (i) Candidates will be called for Computer Based Test (CBT) solely on the basis of their declaration in the online application form. Subsequently, eligible shortlisted candidates based on the CBT results will be called to appear for a Personal Interview (PI), details of which are as under:

Selection Test		Total Marks	Qualifying Marks %
Phase-I	Computer Based Test (CBT)	100 (Weightage 85%)	50% for UR posts and posts reserved for OBC(NCL) & EWS. 40% for posts reserved for SC, ST & PwBD.
Phase-II	Personal Interview (PI)	15 (Weightage 15%)	No qualifying marks.

- (ii) The total duration of the Computer Based Test (CBT) will be 01 (One) hour and 30 (Thirty) minutes. Further, compensatory time in addition to the duration of the Computer Based Test (CBT) will be allowed as per Govt. guidelines for Persons with Benchmark Disabilities on the matter.
- (iii) The candidates who qualify in the Phase-I, i.e., Computer Based Test (CBT) will only qualify for the next round of the Selection process Phase-II i.e., Personal Interview (PI).
- (iv) The merit list of candidates shall be drawn based on combined weighted marks of Computer Based Test (CBT) and Personal Interview (PI) as per defined weightages.
- (v) Candidates who qualify in the Computer Based Test (CBT) will be called in a ratio of 1:5 for Personal Interview (PI) based on marks in the Computer Based Test (CBT).

- (vi) Screening and selection will be based on the details provided by the candidates; hence it is necessary that applicants should furnish accurate, full and correct information. Furnishing of incomplete, wrong / false information will be a disqualification and OIL will NOT be responsible for any consequence of furnishing of such incomplete/ wrong/ false information. If at any stage during the recruitment and selection process and even after joining, if selected, it is found that the candidate has furnished false or wrong information, his/her candidature/appointment will be cancelled/terminated.

xi. PHYSICAL FITNESS

Appointment of provisionally selected candidate(s) is subject to his/her being declared medically fit as per the standards prescribed in the Physical Fitness criteria available on OIL's website. The provisionally selected candidates will have to undergo Pre-Employment Medical Examination (PEME) at OIL Hospital, Duliajan, Assam OR PEME may also be conducted by a Government Medical Officer not below the rank of a Civil Surgeon OR by an Authorized Medical Officer of a hospital empanelled by the Company (List of company empanelled hospital will be provided later if required). It needs to be also noted that, appointment of the provisionally selected candidate will be cancelled if he/she is not found medically fit by the Company's Medical Board.

xii. DOCUMENT(S)/CERTIFICATE(S)/TESTIMONIAL(S):

Candidate(s) will have to possess all the compulsory document(s)/certificate(s)/testimonial(s), as applicable, and will have to produce them as required (in original and required copies) for the purpose of uploading in the online system/submit at the appropriate stage, as applicable, during the recruitment process.

- (i) Birth Certificate or Admit Card / Pass Certificate/ Marksheet of Matriculation/10th Standard or equivalent issued by Central/State Board indicating date of birth, in support of their claim of age. No other document will be accepted for verification of date of birth.
- (ii) Degree/Diploma certificate along with mark sheets pertaining to all the academic years/semester consolidated mark sheet as proof of educational qualification claimed. In the absence of Degree/Diploma certificate, provisional certificate along with mark sheets pertaining to all the academic years will be accepted.
- (iii) Order/ letter in respect of equivalent Educational Qualifications claimed, indicating the Authority (with number and date) under which it has been so treated, in respect of equivalent clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification as per the requirement of advertisement, if applicable.
- (iv) Relevant Post Qualification Work Experience certificates, if applicable.
- (v) Caste Category certificate of SC/ST/OBC in the Government prescribed format, if applicable.
- (vi) Valid Non-Creamy Layer Category (NCL) Certificate in the Government prescribed format, if applicable.
- (vii) Valid Income & Assets Certificate to be Produced by Economically Weaker Section (EWS) in the Government prescribed format, if applicable.
- (viii) Valid Disability certificate for Proof of Disability in the Government prescribed format for the Persons with Benchmark Disabilities (PwBD), if applicable.
- (ix) Valid Discharge Certificate/Book/Service and Release Certificate for Ex-Servicemen (pages containing Personal Particulars and Service Particulars), if applicable.
- (x) Valid No Objection Certificate signed by concerned Authority, if employed in Government Service/Public Sector Undertaking/ Autonomous Bodies.

xiii. VERIFICATION OF DOCUMENTS

- (i) The candidature of the applicants would be provisional and subject to subsequent verification of all the submitted certificates/testimonials, experience, etc. All the documents/certificates/testimonials submitted by the candidate(s) at the time of selection process shall be verified from the concerned issuing authorities.

- (ii) The information furnished by the candidate(s) in the application with regard to qualification, age, category etc. shall be cross-checked from the original documents at the time of Personal Interview/ Proficiency Test/Skill Test.
- (iii) During document verification or at any stage of selection process, in case it is found that a candidate has furnished any incorrect/ doctored/ false information/ documents/ certificates/ testimonials or has suppressed any material fact(s), his/her candidature will stand cancelled. Names of such candidate(s) shall be blacklisted for applying against any post in Oil India Limited in future.

xiv. POSTING

The provisionally selected candidates can be posted in any of the operational areas/offices of OIL as per requirements of the company. The services are also transferable as per requirement of the company.

xv. GENERAL INFORMATION AND INSTRUCTIONS

- (i) Only Indian nationals are eligible to apply.
- (ii) Valid caste certificate must be produced by SC/ST/OBC candidate(s) in the prescribed format as per Government of India and issued by competent authority indicating clearly the candidate's caste, the Act/Order under which the caste is recognized as SC/ST/OBC, the village/town the candidate is ordinarily a resident of and other details, as necessary.
- (iii) For claiming the benefit of OBC (Non-Creamy Layer) category, the candidate(s) must produce a latest caste certificate as per proforma prescribed by Government of India and issued by the Competent Authority which would, amongst others, specifically mention that the candidate(s) do not belong to the persons/sections (Creamy Layer). Further, the valid OBC certificate should also clearly indicate that the candidate does not belong to creamy layer as defined by the Government of India for applying to posts and services under the Central Government. Candidate(s) with OBC caste but belonging to creamy layer are not entitled to OBC reservation/relaxation benefits.
- (iv) Candidate(s) seeking reservation under Economically Weaker Sections (EWS) category must produce a valid Income and Assets Certificate issued by the Competent Authority as per the prescribed format of the Government of India with regard to Economically Weaker Sections (EWS).
- (v) If the SC/ST/OBC-NCL/PwBD/EWS certificate has been issued in a language other than English/Hindi, the candidates will be required to submit a self-certified translated copy of the same either in English or Hindi at the time of Personal Interview (PI)/ Proficiency Test/Skill Test.
- (vi) In case of Persons with Benchmark Disabilities, candidate(s) must produce a valid disability certificate in support of their claims clearly indicating that the degree of disability is 40% or more, in the prescribed format(s) as per Government of India and issued by the Competent Authority. The Competent Authority to issue disability certificate shall be a Medical Board duly constituted by the Central or a State Government of India.
- (vii) In case of Ex-Servicemen (as defined in the OM No: 36034/1/06- estt. (sct) Dated: 4/10/2012), candidate(s) must produce a valid Zila Sainik Welfare Office registration card and valid Discharge Book/Service and Release Certificate for Ex-Servicemen (pages containing Personal Particulars and Service Particulars).
- (viii) The candidate shall be wholly/exclusively responsible for the information provided in his/her application form. All details given in the application form will be treated as final and no changes will be entertained.
- (ix) Candidate(s) are advised to carefully read the full advertisement for details of eligibility criteria and selection modalities before submission of the online application form and they are advised to furnish the correct information about their qualification, age, category etc.
- (x) Calculation of percentage of marks should be as per university/ institute rules. Wherever CGPA/OGPA/DGPA or Letter Grade in a degree/ diploma is awarded, its equivalent percentage of marks must be indicated in the application form as per norms adopted by the Institute. Rounding off of percentage would not be allowed.
- (xi) **Candidates applying for the abovementioned posts and employed with Government departments/PSUs/Autonomous Bodies as on 18/08/2025 will have to produce NO OBJECTION CERTIFICATE (NOC) from the employer concerned where the candidate is employed, at the**

time of Personal interview essentially without which they would not be allowed to appear in the personal interview and in such cases the fares will not be reimbursed.

- (xii) The candidate(s) must have an active e-mail ID and mobile number which must be valid till the process of recruitment is over since communication with the candidate(s) will take place through e-mail/SMS. Same e-mail ID and mobile number cannot be used by any other candidate for filling the online application form for this notification. No change in the e-mail ID and mobile number will be allowed.
- (xiii) Candidate(s), who are shortlisted for Computer Based Test/ Next stage of selection process, will be intimated through e-mail/SMS. Mere issue of admit card/call letter to the candidate(s) for any stage of the selection process will not imply that his/her candidature has been finally accepted by OIL. If due to any unintentional/inadvertent/undue error, an admit card/call letter has been issued to an ineligible candidate, in such a case, the admit card/call letter will be considered as invalid and the candidature of such a candidate will be summarily rejected on detection at any stage of the selection process.
- (xiv) OIL will not be responsible for any loss/non-delivery of e-mail/SMS/any other communication sent, due to invalid/wrong e-mail ID/mobile number/contact details furnished by the candidate.
- (xv) Candidate(s) will be required to carry their valid photo identity proof (PAN Card/Driving Licence/Voter ID Card/Aadhaar Card/Passport etc.) for the selection stage. The photo identity proof will be checked and verified during the test. Candidate(s) without a valid photo identity proof will not be allowed to appear for the selection stage.
- (xvi) Compensatory time of 20 minutes per hour of the Computer Based Test (CBT) shall be provided to candidates with benchmark disabilities, as defined under Section 2(r) and Section 2(s) of the RPwD Act, 2016. Further, the facility of a scribe shall be allowed to such candidates who have a limitation in writing, subject to the production of a certificate from Competent Authority. The certificate must state that the candidate has a physical limitation to write and that a scribe is essential to write the examination on his/her behalf. The qualification of the scribe must be one level below the qualification prescribed for the post applied for by the candidate. The scribe must bring a recent colour photograph and at least one ORIGINAL and valid photo identification document (such as Voter ID, Driving License, PAN Card, Passport, or Aadhaar Card) on the day of the CBT. Candidates shall arrange their own scribes at their own cost.
- (xvii) Provisionally Selected candidate is liable to be cancelled/terminated at any stage of recruitment process or after recruitment or joining, if any information provided by the candidate is found to be false or is not found to be in conformity with eligibility criteria mentioned in the instant advertisement or in case the verification report received from the Issuing Authorities reveals that any of the documents/certificates/testimonials submitted by the candidate is/are false/fake/incorrect or any adverse report of character and antecedents is received from the appropriate authority or in the event of giving any false declaration in the Personal Bio-data/Joining Report filled and duly signed at the time of employment.
- (xviii) The above-mentioned prescribed qualifications are minimum and mere possession of the same does not entitle candidates to be called for the Selection Process. Only eligible/ shortlisted candidates will be notified for the Selection Test.
- (xix) Where the number of applications received in response to the advertisement is very large and it will not be convenient or possible for the Company to call all the candidates for the Selection Test, the Company at its discretion may restrict the number of candidates to reasonable limit by raising the minimum eligible standards. The candidates should, therefore, mention all the qualifications and experience (if any) in the relevant fields over and above the minimum qualifications.
- (xx) OIL reserves the right to cancel/restrict/enlarge/modify/alter the recruitment process, if need so arises, without issuing any further notice or assigning any reason whatsoever.
- (xxi) Oil India Limited strives to have a workforce which reflects gender balance and women candidates are encouraged to apply.
- (xxii) If more than one application is received from a candidate, most recent (current) application will be considered as final.
- (xxiii) The decision of management will be final and binding on all candidates in all matters relating to the eligibility, acceptance or rejection of the applications, mode of selection, cancellation of the recruitment process etc. and no enquiry/correspondence will be entertained in this regard.

- (xxiv) The candidates called for Personal Interview (PI) will be reimbursed to and fro AC-II tier train fare (at base fare only & excluding Premier Trains) as admissible from the declared nearest railway station upto the venue of the Personal Interview (PI)/ Proficiency Test/Skill Test, subject to the production of the tickets. However, for travel within Northeast and upto Kolkata, air fare will be paid on production of proof of travel by air (tickets and boarding passes) only economy class air fare will be reimbursed. No Travelling expense would be payable to candidates called for the CBT.
- (xxv) Candidate(s) have to make their own arrangement for lodging and boarding for appearing in any stage of the selection process. No accommodation or arrangement for keeping documents or belongings will be provided during the entire selection process.
- (xxvi) Canvassing in any form will result in cancellation of the candidature. Any dispute with regard to the recruitment against this advertisement will be under jurisdiction of Dibrugarh District Court only.

O. CUT-OFF DATE:

The Cut Off date for age, experience, qualification etc. shall be reckoned as 18/08/2025.

P. HOW TO APPLY

- (i) Candidate(s) fulfilling all the above clearly laid down criteria will have to apply online only through the link on the Oil India Limited website in the careers at OIL webpage under current openings section i.e. <https://www.oil-india.com/advertisement-list> from 18/07/2025, 14:00 hrs. to 18/08/2025, 23:59 hrs. No other mode of application will be accepted.
- (ii) Candidates should have a valid personal email ID and mobile number. It should be kept active during the entire recruitment process. Registration number, password, and all other important communication will be sent on the same registered email ID (please ensure that email sent to this mailbox is not redirected to your junk/spam folder).
- (iii) Detailed Instructions for filling online application are available on the 'Instruction Page'. Candidate should read the instructions carefully before making any entry or selecting options.
- (iv) Candidates should take utmost care to furnish the correct details while filling in the on-line application. CANDIDATE CAN EDIT THE INFORMATION BEFORE FINAL SUBMISSION OF STEP-I and STEP-II. Once the form is submitted, it cannot be edited.
- (v) Candidates are not required to submit to OIL, either by post or by hand, the printouts of their online applications or any other document.
- (vi) The candidates are advised to submit only single online application for a post. However, if somehow, he/she submits multiple online applications, then he/she must ensure that online application with the higher "Application Sequence Number" is complete in all respects.
- (vii) The applicants, who submit multiple online applications for a post, should note that only the online application with higher "Application Sequence Number" shall be entertained by the OIL.
- (viii) Candidates are required to keep active their Email-ID and Mobile Number registered in online application till the completion of this recruitment process. OIL will send communications only at the registered email ID/mobile of the candidates. Therefore, under no circumstances, the candidates should provide email ID to anyone.
- (ix) Candidates are advised in their own interest to apply online much before the closing date and not wait till the last date to avoid the possibility of congestion in server to log on etc.
- (x) The step by step process for submitting the application form for recruitment is given below:

STEP I (SIGN- UP/REGISTRATION):

- Candidates may visit our website <https://www.oil-india.com/advertisement-list> and click the APPLY ONLINE button under 'Advertisement for Recruitment of Officers in Grade C in OIL'.
- Candidates will need to select the post he/she is applying followed by their personal details along with valid **E-mail ID** and **Mobile Number** while signing up.
- The candidate should fill up all the desired information on the registration/sign up page i.e. Personal details, Contact Details, etc. correctly.

- On completion of Step-I (Sign Up), after OTP authentication via Email & Mobile number a email/message will be received in candidate's registered email id/mobile conveying his/her "Application Number"/User name and "Password". Candidates are advised to verify the correctness of the **Email ID & Mobile Number** before proceeding further.

STEP II (COMPLETION OF APPLICATION FORM):

- After signing-up, candidate is requested to fill their Basic details (Address), Qualification Details, Eligibility Details, Experience details etc. and upload photo/signature and scanned relevant certificates etc.
- Instructions regarding scanning of photograph, Signature and Certificates:

Candidates should upload the scanned (digital) image of their photograph and signature and relevant certificate as per the process given below. The applicant should note that only jpg/jpeg/PNG/PDF format is acceptable:

I. Photograph Image:

- Photograph must be a recent passport size color picture on light background (not older than 03 weeks)
- Look straight at the camera with a relaxed face.
- The scanned image should only be in jpg/jpeg/PNG format and in the size as specified in the application portal.

II. Signature Image:

- The applicant must sign on white paper with Black ink pen.
- The signature must be signed only by the applicant and not by any other person.
- Please scan the signature area only and not the entire page
- The scanned image should only be in jpg/jpeg/PNG format and in the size as specified in the application portal.

III. Other Certificate:

- Scanned relevant certificates respectively for EWS/SC/ST/OBC(NCL)/PwBD/Ex Servicemen (as applicable).
- Scanned relevant certificates for educational qualification and experience etc., as applicable.
- The scanned image should only be in jpg/jpeg/PNG format and in the size as specified in the application portal.

After uploading Photo, Signature images and relevant certificates (as applicable), Click on "Submit" button then Application will be submitted and the system will display a message "Your application has been successfully submitted."

- Candidates may make the following documents ready to be uploaded while applying online:
 - i. Copy of recent Scanned passport size colored photograph.
 - ii. Scanned Signature.
 - iii. Caste/Disability Certificate/EWS certificate/Ex-Servicemen certificate in format as mentioned earlier (if applicable).
 - iv. Certificate pertaining to relevant educational qualification and experience etc., as applicable.
- Candidates may apply for more than one post meeting the eligibility requirements. Such candidates will have to register and submit separate applications for each post as applicable.

STEP III (ONLINE PAYMENT OF APPLICATION FEE):

- Candidates are advised to recheck the form with preview available before submitting the form & then proceed for Make Payment button. Once payment portal is opened, then DO NOT click Refresh or Back Button.
- Steps to be followed in portal for Online Payment:

1. Select online Payment Option.
 2. Kindly make the online payment via credit or debit card or Net Banking and retain the transaction number for future reference.
- If there are any technical queries/clarifications relating to the filling up of the ONLINE APPLICATION, candidates are advised to contact the helpdesk at Phone no.: 02261306276.
 - Candidates should read the instructions carefully and fill in the online Application Form giving accurate information.
 - All the details given in the Application Form will be treated as final and no changes will be entertained.

P. IMPORTANT DATES

Important Dates	Opening of OIL website for online submission of application	14:00 hours on 18/07/2025
	Last date for submission of online application in OIL	23:59 hours on 18/08/2025
	The Cut Off date for age, experience, qualification etc. shall be reckoned as 18/08/2025.	

Q. IMPORTANT NOTICE TO ALL CANDIDATES

- All future announcements pertaining to the above vacancy notification would be published in OIL website (www.oil-india.com) and not on any other website/medium.

BEWARE OF FRAUDULENT OFFERS

It has been brought to our notice that some unscrupulous individuals/criminal elements are attempting to defraud jobseekers/general public by issuing fake engagement or appointment letters, assuring jobs etc. in Oil India Limited. It may be noted that Oil India Limited has well laid out and transparent policies, procedures and engagement/appointment letters are issued by the Company to selected candidates at the conclusion of such a process. Oil India Limited does not authorize any person/organization outside of Oil India Limited to offer any job on its behalf.

Through this public notice, Oil India Limited warns all job seekers/general public to be vigilant against such unscrupulous elements and reject such engagement/appointment letters, assurance of jobs etc. in the Company. Oil India Limited will not be responsible for any loss/damage suffered either directly or as a consequence of such fake offers from any source whatsoever.

“OIL is not responsible for printing errors, if any”.

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