



ऑयल एण्ड नैचुरल गैस कॉरपोरेशन लिमिटेड Oil and Natural Gas Corporation Limited

ओएनजीसी अकादमी ONGC Academy

केडीएमआईपीई परिसर, कौलागढ रोड KDMIPE Campus, Kaulagarh Road

देहरादून- 248195 (उत्तराखंड) Dehradun-248195 (Uttarakhand)

Ph.0135-2796537 Fax-0135-2758832

Advt.No. ONGCA-DDN/ NAPS / Trade Apprentice / 2017

04.03.2017

**Notification for engagement of Apprentices under Apprentices Act, 1961
at ONGC, Dehradun (Uttarakhand)**

1. Oil and Natural Gas Corporation Limited (ONGC), a 'Maharatna' Central Public Sector Enterprise which is India's flagship energy major, engaged in Exploration and Production of Oil and Gas in India and abroad, proposes to engage Apprentices under Apprentices Act 1961 for training at ONGC Offices located at Dehradun (Uttarakhand).
2. Applications are invited from eligible candidates in designated trades for engagement as Apprentices under Apprenticeship Act 1961 readin conjunction with Apprenticeship Rules 1992 and Apprentices Amendment Act 2014.

Sl. No	Trade/ Discipline	Available Apprenticeship Slot					Essential Qualification as per Apprenticeship Act 1961	Duration of Apprentice Training
		SC	ST	OBC	UR	Total		
1	Auto Mechanic	--	--	--	01	01	Passed 8th class examination or its equivalent AND Trade certificate in Mechanic (Motor Vehicle) trade.	1 Year
2	Medical Laboratory Technician (Cardiology and Physiology)	--	01	--	01	02	Passed 12th class examination under 10+2 system of education with Physics, Chemistry and Biology	06 months
3	Laboratory Assistant (Chemistry)	02	04	01	05	12	Passed 10th class under 10+2 system of education with Science (Physics & Chemistry) and Maths as subjects or its equivalent AND Trade Certificate in Laboratory Assistant (Chemical Plant) OR B.Sc. with Physics and Chemistry as subjects	1 Year
4	Dental Laboratory Technician	--	01	--	01	02	Passed 10th class examination under 10+2 system of education or its equivalent AND Trade Certificate in Dental Laboratory Technician	1 Year
5	Electronics Mechanics	01	01	01	01	04	Passed 10th class under 10+2 system with Science (Physics and Chemistry) and Mathematics or its equivalent AND Trade Certificate in Electronic Mechanics	1 Year
6	Electrician	01	01	01	01	04	Passed 10th class examination under 10+2 system with Science as one of the subject or its equivalent AND Trade Certificate in Electrician	1 Year
7	Secretarial Assistant	03	06	03	09	21	Passed 12th class exam. under 10+2 system of education or its equivalent AND Trade Certificate in Stenography (English) OR Secretarial Practice	06 months
8	Driver cum Fitter	01	01	01	01	04	Passed 10th class examination under 10+2 system of education or its equivalent AND Trade Certificate in Mechanic (Motor Vehicle)	2 Years

9	Fitter	--	01	--	01	02	Passed 10th class Examination under 10+2 system of education or its equivalent AND Trade Certificate in Fitter	1 Year
10	Instrument Mechanic	--	01	--	01	02	Passed 10th class examination under 10+2 system of education with Science as one of the subjects or its equivalent AND Trade Certificate in Instrument Mechanic	1 Year
11	Medical Laboratory Technician (Pathology)	--	01	--	01	02	Passed 12th class examination under 10+2 system of education with Physics, Chemistry and Biology	06 months
12	Computer Operator and Programming Assistant	01	01	--	01	03	Passed 12th class examination under 10+2 system of education with Science or Commerce or duly recognized diploma in engineering (other than computers) from any polytechnic of three years duration AND Trade Certificate in COPA	1 Year
13	Medical Laboratory Technician (Radiology)	--	01	--	01	02	Passed 12th class examination under 10+2 system of education with Physics, Chemistry and Biology	06 months
14	Information Technology and Electronic System Maintenance (IT & ESM)	01	01	01	01	04	Passed 10th class examination under 10+2 system of education AND Trade Certificate in IT & ESM OR Electronic Mechanic	1 Year (IT & ESM) OR 2 Years (Electronic Mechanic)
Grand Total		10	21	08	26	65		

3. Reservation in Training: Government of India guidelines in Reservations will be followed.

4. Eligibility Criteria:

- A. **Qualifications:** Prescribed qualification as mentioned above or amended thereof, if any, with a minimum of 50% marks in qualifying exams.
- B. **Age:** The candidate should have attained the age of 14 years and should not have attained the age of 21 years as on 15.03.2017.
- C. **Minimum Physical standards:** As prescribed in the Apprenticeship Rule 1992, Clause- 4 and Amendments thereof, if any.
- D. **Previous Training:** Candidates who have already undergone or are currently undergoing Apprenticeship under Apprenticeship Act 1961 in any Government or Public Sector or Private Industrial Organization are not eligible to apply.
- E. The applicant should not have undergone apprenticeship earlier or pursuing apprenticeship training as per the Apprentices Act, 1961 /1973 as amended from time to time.
- F. The applicant should not have completed three years after passing the qualifying examination as on 15.03.2017.

5. Stipend: Monthly stipend will be paid as per the prescribed rates governed by Apprenticeship Act.

6. Duration of Training: The duration of training as mentioned above, however, the actual training period will be as per the prescribed training duration, governed by Apprenticeship Act.

7. Selection Procedure: Shortlisting of candidates will be done based on the percentage of marks obtained in the basic prescribed qualifications as applicable to the respective trade.

8. TA-DA, Boarding/Lodging Expenses: No TA-DA/Boarding /Lodging expenses are admissible.

9. Application is to be submitted with the following documents duly attested by the candidate:

- a) Passports photos – 5 nos.
- b) 10th Class/SSC/Matriculation Mark-sheet.
- c) ITI Certificate & Mark-sheet if applicable.
- d) 12th Class/HSC Mark Sheet
- e) Degree Certificate & Mark-sheet, if applicable
- f) Proof of Date of Birth.
- g) Community Caste Certificate (SC, ST, OBC) if applicable.
- h) Certificate of Physical Disability, if applicable.
- i) Character Certificate signed by Gazetted Officer.
- j) AADHAAR Card (Compulsory).
- k) Details of AADHAAR linked Bank Account.

10. Incomplete/Erroneous Applications will be rejected. No further communication in this regard will be entertained.

11. Medical Fitness Certificate: Candidates will have to submit Medical Fitness Certificate obtained from a Medical Officer not below the rank of Assistant Surgeon (Gazetted).

12. Registration and Submission of Applications:

- The Vacancies w.r.t. ONGC Dehradun has been highlighted in the web portal **www.ongcindia.com**.
- Candidates willing to take ITI Trade Apprentice Training at ONGC Dehradun are first required to register in the web portal **http://apprenticeship.gov.in** for enrolment as apprentices. The application will not be accepted without registration in the above mentioned web portal.
- The candidates have to apply for the respective trade through the Establishment ID.
- Establishment ID for ONGC, Dehradun is **E03170500024**.
- Applicants can apply for One Trade only.
- Candidates are required to download the application format (**Annex.-I**) available in ONGC website i.e. **www.ongcindia.com** and forward their filled-in application along with all documents (**self-attested**) as mentioned above to the following address by Speed Post or Regd. Post AD only. By hand applications will not be accepted / entertained.

The DGM (HR)-I/C HR-ER
Oil and Natural Gas Corporation Limited
ONGC Academy, KDMIPE Campus
Kaulagarh Road, Dehradun – 248195 (Uttarakhand)

13. Last Date: Candidates should ensure that their applications reach the above address **on or before 17.00 hrs. on 15.03.2017**. ONGC shall not be responsible for late receipt of applications.

ONGC reserves the right to accept or reject any applications without showing any cause/reasons what so ever. In a particular trade, if suitable candidates are not available, at the sole discretion of ONGC, (as per rules) other trades can be accepted /engaged. It shall not be obligatory on the part of ONGC, Dehradun to employ Apprentice Trainees on completion of training nor shall it be obligatory on the part of the Apprentice to accept an employment under the Employer. The selected candidates will be governed by the terms and conditions as per Apprenticeship Act of 1961 and further Amendments made therein.

DGM (HR)-I/C HR/ER
ONGC Academy
Dehradun

Annexure-I

Application for engagement of Apprentices for the Trade of _____ in Oil and Natural Gas Corporation Limited, ONGC Dehradun (Uttarakhand).

To,

The DGM (HR)-I/C HR/ER
OIL and Natural Gas Corporation Limited
ONGC Academy, KDMIPE Campus
Kaulagarh Road, Dehradun – 248195
Uttarakhand

Pl. paste
passport
size photo
here

Sir,

In response to your Advertisement No. _____ dated _____, I hereby apply for the trade of _____ as Apprentice in your organization with the following details:

1	Name in BLOCK LETTERS				
2	Enrolment/registration number as indicated in Web portal http://apprenticeship.gov.in				
3	Father's Name				
4	Address for Correspondence				
5	Date of Birth (YY/MM/DD) & Age as on 15.03.2017				
6	Whether SC/ST/OBC/UR				
7	Whether Persons with Disabilities(PWD)				
8	Aadhaar Card No.				
9	Educational qualifications:				
	Exam Passed	Details			
	Name of Board/Council/University	Year of Passing	Grade / Division obtained	Total marks obtained	% of marks obtained
10	E-mail ID (Active E-mail address)				
11	Mobile phone number (Active)				

I hereby declare that all the particulars given in this application are true and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being declared or found before or after selection, my candidature will be cancelled.

I also understand that it is purely an Apprenticeship Training and ONGC shall have no obligation to offer employment on the grounds of completion of Apprenticeship Training.

Full Signature of applicant

Date: _____

Place: _____