



CHENNAI PETROLEUM CORPORATION LIMITED

(A group company of Indian Oil)

CPCL, Manali, Chennai - 600068

Advertisement No. CPCL/ITI/APR/2017-18

Date: 12.11.17

Notification for Engagement of Trade Apprentices under the Apprentices Act, 1961 at CPCL

Chennai Petroleum Corporation Limited, as a measure of Skill Building Initiative for the Nation, invites applications from candidates with following qualification for engagement as Trade Apprentices under Apprentices Act, 1961/1973 (as amended from time to time) in the designated trades mentioned below:

Trade Code	Designated Trades	Vacancies
1	Fitter	16
2	Electrician	10
3	Mechanic Motor Vehicle (MMV)	10
4	Mechanic Machine Tool Maintenance (MMTM)	8
5	Welder	8
6	Machinist	5
7	Instrument Mechanic	5
8	Turner	4
9	Auto Electrician	2
10	Mechanic (Repair & Maintenance of Heavy Vehicles)	2
11	Draughtsman (Civil)	2
12	Draughtsman (Mechanic)	2
13	Computer Operator & Programming Assistant	5
14	PASAA	2
15	Laboratory Assistant(C.P)	5
16	Attendant Operator (C.P)	7
17	Advanced Attendant Operator (Process)	15
Total		108

Note:

Two positions in Fitter / Electrician trade and **One position** in Laboratory C.P are reserved for PwD – OH (One Lower Limb partially damaged,). **One position** in Accountant / Back Office Assistant is reserved for –HH and **One position** in Programming & System Administration Assistant (PASAA) / Back office Assistant is reserved for VH- BLV

ABBREVIATIONS USED: PwD=Persons with Disabilities, OH=Orthopedically Handicapped, HH=Hearing Handicapped, VH=Visually Handicapped, BLV= Blind Low Vision.

The numbers of vacancies indicated are tentative.

1. ELIGIBILITY CRITERIA

For the Trade Codes 1 to 12: A pass in 10th Class examination under 10+2 system of education or its equivalent with the prescribed NTC (ITI) qualification recognized by the National Council of Vocational Training (NCVT) or State Council of Vocational Training (SCVT).

For the Trade Code 13: 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.

For the Trade Code 14: Passed 10th class examination under 10+2 system of education or its equivalent and passed 1 year training in Govt. ITI in "Computer Operator and Programming Assistant" Trade and be eligible for National Trade Certificate issued by National Council for Vocational Training (NCVT).

For the Trade Codes 15 & 16: B.Sc Passed out candidates with Physics and Chemistry as compulsory and Mathematics or Biology as desirable subject may apply.

For the Trade Code 17: B.Sc Passed out candidates with Physics and Chemistry as compulsory and Mathematics as desirable subjects may apply.

For all the Trade codes : The qualification prescribed shall be from a recognized University/Institute as a full time , regular course in relevant Trades/Degree with overall percentage of minimum 50% for General & OBC candidates and overall percentage of 45% marks in case of SC/ST/PWD candidates against reserved positions.

Candidates possessing higher professional qualifications such as BE, MBA, CA, LLB, MCA or any such equivalent qualification are not eligible.

No claim of possession of a qualification equivalent to a prescribed qualification shall be entertained.

The candidates should not have undergone Apprenticeship earlier or pursuing Apprenticeship Training as per the Apprentices Act, 1961/1973 as amended from time to time.

Age Limit: Minimum 18 years and maximum 24 years as on **01.11.2017**.

Age Relaxation for SC/ST/OBC Candidates: Upper age limit is relaxable by 5 years for SC/ST candidates, 3 years for OBC candidates

Age Relaxation for PwD Candidates: Upper age is relaxable by 10 years for General candidates, 13 years for OBC candidates and 15 years for SC/ST candidates.

2. Stipend:

Candidates will be paid a consolidated monthly stipend of `8625/- (Rupees Eight Thousand Six Hundred and Twenty Five only).

3. Period of Apprenticeship Training:

For the Trade Code 1 to 16 Period of Apprenticeship Training will be one year. For the Trade Code 17 the period of Apprenticeship Training will be for 18 months.

4. Mode of Selection:

The selection will be based on the percentage of marks scored by the candidates in their respective ITI trades / Degree. In case more than one candidate scoring the same percentage of marks at the cut-off level, the marks scored by the candidates in their 10th standard shall be considered. In case the 10th standard marks are also found to be equal then the senior most candidates, based on the date of birth, shall be considered for selection. The selection will be subject to the verification of certificates of the short listed candidates and their medically fitness.

5. Requirement before filling online Application Form:

- A. The candidate must have an active email ID and Mobile number which must be valid for at least 1 year as all future communications with candidates will take place through email. Candidates are advised to mention their correct email id/mobile number and keep checking their e-mail as all future communications shall be sent only through e-mail.

- B. The candidate must ascertain the correctness of all information before filling in the "Online Application Form" and its final submission. The candidate shall be wholly/exclusively responsible for the information provided in his/her online application form.

- C. Cut-off date: The candidate must possess the prescribed qualification, age as on 01.11.2017

- E. **Other Requirements :**
 - a) Candidate shall register himself as an Apprentice with RDAT (Regional Directorate of Apprenticeship Training) through the Government portal-www.apprenticeship.gov.in. Candidates need to register at Apprentices -> Apprentice Registration.

 - b) Candidate shall have a PAN Card.

 - c) Candidate shall have an Aadhar Card.

 - d) Candidate shall have a bank account & cheque book with their names printed.

 - e) After successful registration Candidate should select "Establishment Search" under Establishment menu in the website www.apprenticeship.gov.in and select CPCL for undergoing Apprenticeship Training.

6. How to Apply in online:

The candidates will have to apply online for the Apprenticeship Training through the website of Chennai Petroleum Corporation Limited. To apply visit: www.cpcl.co.in . The candidate must possess a valid e-mail ID. The site will be functional from 10:30 hours of 13.11.2017 to midnight of 26.11.2017. Once the candidates submit their data Online, system will display a Registration Number and generate a Registration Slip. The candidates will have to download the slip and keep it safe with them for future reference and appearing for the verification of their records.

7. General Instructions:

- A. Candidates are advised to carefully read the full advertisement for details of educational qualification and other eligibility criteria before submission of online application.
- B. If the application is not submitted in line with the eligibility criteria, terms & conditions, then the application is liable for rejection.
- C. The last date for submission of on-line application is 26.11.2017 .Candidates are requested to apply well in advance before the closing date.
- D. Candidates are advised to periodically visit our above website as all future correspondence and latest information shall be made available only on our website and/or by email.
- E. Any corrigendum/addendum etc. or updates with regard to this advertisement shall be made available on our website.
- F. A candidate is allowed to apply for one Trade/Discipline. In case of receipt of more than one application for more than one Trade/Discipline, all the applications will be rejected.
- G. Wherever CGPA/OGPA or Letter Grade is awarded in the ITI /Degree examination, its equivalent overall percentage of marks must be indicated in the On-line Application Form as per the norms adopted by University/Institute.
- H. The candidature of the applicant would be provisional and subject to subsequent verification of certificates and testimonials. In case, it is detected at any stage of engagement or thereafter, that a candidate does not fulfill the eligibility norms and/or that he/she has furnished any incorrect/doctored/false information/certificate/documents or has suppressed any material fact(s), his/her candidature will stand cancelled. If any of these shortcomings is/are detected even after engagement if any, his/her engagement is liable to be terminated.
- I. Engagement of selected candidates is subject to his/her being declared medically fit as per Schedule II-A of the Apprenticeship Rules 1991. All such engagement will also be subject to all relevant Rules/policies/guidelines of the Corporation.
- J. The decision of the Management will be final and binding on all candidates on all matters relating to eligibility, acceptance or rejection of the applications, mode of selection, cancellation of the selection process either in part or full, etc. No correspondence will be entertained in this regard. Filling up of the seats is solely at the discretion of the management based on suitability of candidates and no claim will arise for engagement, if some of these seats are not filled due to unsuitability/insufficient number of candidates.
- K. Applications/Registrations which are incomplete or are received in any other mode/form, or not fulfilling the eligibility criteria and/or those received after the last date of submission of on-line applications shall not be considered "Eligible" and they shall be treated as "Rejected". Canvassing of any kind shall disqualify the candidate.
- L. **Upon completion of the Apprenticeship period the Corporation shall have no obligation to offer employment to such apprentices NOR can an Apprentice claim right for employment on the grounds of completion of Apprenticeship.**
- M. Reservation for SC/ST/OBC/PwD shall be adhered as per Government guidelines.
- N. For claiming the benefit of OBC category, the candidate should submit a proper Caste Certificate as per the proforma prescribed by the Government of India (copy

available on our website www.cpcl.co.in), which would, among others, specifically mention that the candidate does not belong to the persons/sections (Creamy Layer) as mentioned in column 3 of the Schedule to OM No.36012/22/93-Estt.(SCT) dated 08-09-1993 of the Department of Personnel and Training in the Govt. of India.

- O. Furnishing false / incorrect information or suppression of material fact(s), if detected at any stage even after appointment, shall invite termination of the service without any notice.
- P. For any clarifications, please email at recruitment@cpcl.co.in

SENIOR MANAGER (PERSONNEL)