



Hindustan Petroleum Corporation Limited (HPCL) is a Government of India enterprise operating in the Oil and Gas sector which has been conferred with the Navratna Status.

HPCL has always taken pride in acknowledging the efforts of its workforce which have resulted in setting of high industry benchmarks in its core competency.

HPCL holds an equity stake of 16.96% in Mangalore Refinery and Petrochemicals Limited, a state-of-the-art refinery with a capacity of 15 MMTPA. A 9 MMTPA refinery is set up by HREL, a Joint Venture with Mittal Energy Investments Pvt. Ltd located at Bathinda, Punjab.

Table with 5 columns: Sr. Position, Qualification, Current Positions, Backlog Positions, Total. Rows for Asst. Process Technicians and Asst. Boiler Technicians.

Broad description of duties for the above positions: Operate equipment like all types of Pumps, Compressors, Valves, Exchangers, Columns, Vessels, Furnaces, Heaters, Cooling Towers, Fans, Filters, Reactors, Storage Tanks etc.

A. EDUCATIONAL QUALIFICATION:

- 1. Candidates should have passed qualifying diploma examination in relevant disciplines. All the qualifications should be full time regular course recognized by respective State Board of applicable competent authority.

B. CONCESSIONS/RELAXATIONS:

- 1. Reservation of posts for SC, ST and OBC-NC are as per Government Directives.
2. Reservation to PWD (persons with disabilities) candidates will be applicable as per Government guidelines.

C. SELECTION METHODOLOGY:

Candidates fulfilling all of the above eligibility criteria for respective positions will be called for a Written Test / Computer Based Test (CBT) comprising of General Aptitude Test and Technical / Professional Knowledge. The Written Test / CBT is to be conducted at 4 Centers, i.e., Mumbai, Kolkata, Chennai & Delhi.

D. PHYSICAL/MEDICAL FITNESS:

Desirous candidates seeking employment with Hindustan Petroleum need to be medically fit as per Hindustan Petroleum's pre-employment medical standard. It may please be noted that Defective Color vision is a disqualification under the Employment Medical norms of HPCL.

E. REMUNERATION PACKAGE ON COST TO THE COMPANY (CTC) BASIS:

Remuneration for all the above positions will be approximately minimum ₹ 45000/- pm on Cost to Company Basis. CTC includes deferred payments like post-retirement benefits (PF, Gratuity and Superannuation Benefits).

F. HOW TO APPLY:

- 1. The candidates need to apply online for the position. Login to www.hindustanpetroleum.com and

The application will be allowed on the website up to 22/06/2017 till 2359 hrs. No other means / mode of the application shall be accepted.

- 3. Candidate should keep scanned copy of latest passport size photo in jpeg/jpg format less than 50kb ready before filling online application form.
4. Fill in the online form with all the relevant details. Upload scanned copy of your latest passport size photograph on the online application form.
5. Click Submit. You will get a system generated 12 Digit Application No. Please note that this application No. is important and will be required for all future references throughout the selection process.

7. PAYMENT OF APPLICATION FEE:

- a. Applicants are required to pay a Non-Refundable Amount of Rs 6000/- (fee inclusive of service tax @ 15% and bank charges of Rs. 35/-) for General & OBC-NC candidates to be deposited through pre-printed challan which is available under candidates' login, in HPCL, Powerbyte, A/c Number 32515040001 at any branch of SBI across the country after two working days from date of online application.
b. SC, ST & PWD candidates are exempted from payment of application fee.

Mode of Payment:
i. Payment through challan at State Bank of India (SBI).

Under this option candidates are required to take a print of two part challan (1.Candidate copy, 2.Bank copy) along with filled application form. Non-Refundable Amount of ₹ 6000/- (fee inclusive of service tax @ 15% and bank charges of Rs. 35/-) for General & OBC-NC candidates is to be deposited through pre-printed challan which is available under candidates' login, in HPCL, Powerbyte, A/c Number 32515040001 at any branch of SBI across the country after two working days from date of online application.

Candidates are required to ensure that bank affixes 'payment received' stamp and journal no. on two parts of challan. Candidates are required to collect the 'Candidate's copy' of two part challan from bank and preserve the same for future reference.

Once the payment is received by HPCL against the application no., payment status will change to 'Payment Received'. Please ensure that your payment status is changed to 'payment received' within 3-4 working days from the date of payment of application fee as the applications with 'payment status will not be accepted'. In case payment status is not updated within 3-4 working days then kindly send the scanned copy of paid challan to m2017recruit@hindustanpetroleum.com

ii. Online Payment through Debit/ Credit card:
Under this option candidates can pay application fee online by using Debit/ Credit card. The payment status will automatically change to 'Payment Received', immediately on successful receipt of fees. In case the payment status does not change immediately, candidates are required to retry payment through Debit/ Credit card or any other mode through challan at SBI. All the candidates must ensure that the payment status is 'Payment Received'. The transaction will be considered 'incomplete' in case of any other payment status due to any reason. Once the payment is done, candidates are required to take print of acknowledgment of payment and preserve the same for future reference.

No other mode of payment other than those mentioned above will be accepted.
NOTE: Application fee once paid will not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility before payment of application fee.

G. GENERAL INSTRUCTIONS:

- 1. Only Indian Nationals are eligible to apply.
2. The candidates must have an active e-mail id and mobile number, which must remain valid for at least next one year. All future communication with the candidates will take place through registered e-mail id only.
3. The candidates should have the relevant documents like percentage of marks obtained in the qualifying examination, caste/sub-caste certificate, date of issue, name of issuing authority, state of origin, etc. readily available with them before they commence the application process.
4. The OBC candidates who belong to 'Creamy Layer' are not entitled for consideration admissible to OBC-NC candidates and such candidates will have to indicate their category as Unreserved (UR).
5. Local candidates are encouraged to utilize the recruitment opportunity since the vacancies are based in Mumbai.
6. Candidates presently employed in Government Departments/ PSU's/Autonomous Bodies will be required to submit NOC from competent authority of their current employer at the time of Skill Test. In case of failure to furnish the NOC from the current employer at the time of Skill Test, the candidates will not be permitted to appear for the Skill Test.
7. Candidates need to apply for only one post as the written test for all the positions will be conducted on the same date and at the same time in all the test centers.
8. Candidates who do not meet the prescribed eligibility criteria shall be rejected at any stage of the selection process.
9. Candidates are not required to send hard copies of application or any other documents to HPCL. Written Test/Skill Test Call Letter will not be sent to candidates through hard copy. Candidates will be required to download the same from HPCL website www.hindustanpetroleum.com. Various intimations, schedules/test dates can be accessed through HPCL website.
10. If may please be noted that mere issuance of written test/Skill Test call letter or reference to medical examination will not imply final selection of candidate.
11. All queries pertaining to recruitment including selection process may be addressed to the Recruitment team only through m2017recruit@hindustanpetroleum.com.
12. Candidates are also requested to visit FAQs section on our website with respect to this recruitment drive. Candidates may please note that personal calls and/or interaction with any of the HPCL's staff during recruitment drive is discouraged, except when absolutely necessary.
13. HPCL will not be responsible for any lost/ non-delivery of email or any other communication sent, due to invalid/ wrong email ID/ contact details furnished by the candidate.
14. Management reserves the right to restrict the number of candidates to be called for written test/Skill Test, reject the application without assigning any reasons/change the number of posts.
15. Selected candidates shall have all-India transferability. All positions involve working in shift duties or round the clock basis in plant area. Selected candidates may also be posted in any of the subsidiaries/Joint Ventures or any department of Government of India.
16. Reimbursement of 2nd class rail fare by the shortest route to examination center for outside State SC/ST/PWD candidates appearing for written test/ Skill Test, shall be made, provided the distance travelled is not less than 30 kms each way. Candidate travelling from the place other than the mailing address will not be reimbursed.
17. The reserved category candidates are required to submit the latest caste certificate in prescribed format applicable for appointment to posts under Government of India & issued by the competent authority at the time of Skill Test, if called for in support of their claim.
18. In addition, the OBC-Non-Creamy candidates will be required to submit a latest valid caste certificate in the prescribed format applicable for purpose of reservation in appointment to posts under Government of India / Central Government Public Sector Undertaking as contained in DoPT Memo no. 360122293-Ext.(SCT) dt. 10.11.93 from a competent authority.
19. Further, the OBC-NC candidates will have to give a self-undertaking, at the time of Skill Test in terms of DoPT Memo No. 360122293-Ext. (SCT) dt. 8.9.93 if called for indicating that they will belong to OBC-Non-Creamy Layer.
20. Persons with disabilities (PWD) are persons with permanent disability of 40% and above. PWD candidates are required to submit a certificate issued by respective competent authorities failing which their candidature will not be considered.
21. All the candidates are requested to remain updated on Helpline / SMS services for the Written Test and Skill Test date and Venue etc., by visiting HPCL website.
22. Candidates can view their status of payment of application fee by logging in HPCL website with application no. & e-mail ID (as mentioned in online application).
23. In the event of non-receipt of application & processing fee from candidates for reasons whatsoever, his candidature will stand cancelled and no further communication on the same will be entertained.
24. Furnishing of wrong/false information will lead to disqualification and HPCL will not be responsible for any of the consequences of furnishing such wrong/false information. Since all the applications will be screened without documentary evidence, the candidates must satisfy themselves of the suitability for the position to which they are applying. If at any stage during the recruitment and selection process, it is found that a candidate has furnished false or wrong information or is found ineligible with respect to any of the eligibility parameters, his candidature will be rejected.
25. Admit card for written test downloaded from the website has to be duly signed by the candidate and photograph affixed and is required to be produced at the time of written test.
26. The vacancies indicated above is tentative and the Corporation may increase or decrease the relevant categories at the discretion of Management and in compliance with Presidential Directive on reservation at the time of appointment. HPCL reserves the right to raise minimum eligibility standards and to increase/decrease the number of vacancies. HPCL also reserves the right to cancel / restrict / partial / enlarge the recruitment process and / or the selection process thereunder without any further notice and without assigning any reasons.
27. Wherever CGPA/CGPA or letter grade in a qualifying degree is awarded, equivalent percentage of marks should be indicated in the application form as per norms adopted by University / Institute. Please also indicate a certificate to this effect from University / Institute which shall be required at the time of Skill Test.
28. Any canvassing directly or indirectly by the applicant will disqualify his candidature.
29. In case any dispute arises on account of interpretation in versions other than English, English version will prevail.
30. The question paper for the written test will be bilingual (in Hindi and English) and candidates may attempt answers in either English or Hindi only. If there is any variation between the English and Hindi version of a question, English version is to be treated as authentic.
31. Request for change of center for written examination shall not be entertained.
32. Photograph image:
a. Photograph must be a recent passport size colour picture, against a light-colored, preferably white background.
b. Look straight at the camera with a relaxed face.
c. If the picture is taken on a sunny day, have the sun behind you, or place yourself in the shade, so that you are not squinting and there are no harsh shadows.
d. If you have to use flash, ensure there is no 'red-eye'
e. If you wear glasses make sure that there are no reflections on your eyes can be clearly seen.
f. Caps, hats and dark glasses are not acceptable. Religious head wear is allowed but it must not cover your face.
33. Important dates:
Opening of On-Line Application: 22/05/2017
Closure of On-Line Application: 22/06/2017
Closure of payment of Fees thru challan: 27/06/2017

Any further corrigendum / addendum would be uploaded only on our website www.hindustanpetroleum.com. The court of jurisdiction for any dispute will be Mumbai.