



OIL AND NATURAL GAS CORPORATION LIMITED

Advt. No: ONGC/APPR/1/2019/

Date of Notification: 14.03.2019

Last Date of receipt of applications: 28.03.2019

ENGAGEMENT OF APPRENTICES UNDER THE APPRENTICES ACT, 1961

Oil and Natural Gas Corporation Limited (ONGC), which is India's flagship energy major and a 'Maharatna' Central Public Sector Enterprise engaged in Exploration and Production of Oil & Gas in India and abroad, as a measure of Skill Building initiative for the Nation, proposes to engage apprentices at its location across 22 work centres.

Applications are invited from candidates in the following trades meeting the qualifications mentioned below for engagement as Apprentices under Apprentices Act 1961 (as amended from time to time) in the trade/disciplines mentioned below:

A. LOCATION and TENTATIVE NO. OF NUMBER OF SEATS:-

NORTHERN SECTOR

Work Centre	Sl. No	Trade	Tentative No. of Seats	SC	ST	OBC	UR
Dehradun	1	Accountant	10	2	3	2	3
	2	Assistant Human Resource	10	1	4	1	4
	3	Computer Operator and Programming Assistant	10	2	3	1	4
Sub Total			30	5	10	4	11
OVL Delhi	1	Accountant	6	1	0	2	3
	2	Assistant Human Resource	10	2	1	3	4
	3	Secretarial Assistant	7	1	1	2	3
	4	Computer Operator and Programming Assistant	2	0	0	0	2
Sub Total			25	4	2	7	12
Jodhpur	1	Accountant	2	0	0	0	2
	2	Assistant Human Resource	5	1	1	1	2
Sub Total			7	1	1	1	4
Northern Sector Total			62	10	13	12	27

MUMBAI SECTOR

Work Centre	Sl. No	Trade	Tentative No. of Seats	SC	ST	OBC	UR
Mumbai	1	Accountant	86	9	8	23	46
	2	Assistant HR	178	18	16	48	96
	3	Secretarial Assistant	51	5	5	14	27
	4	Computer Operator and Programming Assistant	28	3	2	8	15
	5	Electrician	35	3	3	9	20
	6	Electronics Mechanic	10	1	1	3	5
	7	Instrument Mechanic	8	1	1	2	4
	8	Information & Communication Technology System Maintenance	24	2	2	6	14

	9	Laboratory Assistant (Chemical Plant)	25	3	2	7	13
Sub Total			445	45	40	120	240
Goa	1	Accountant	2	0	1	0	1
	2	Secretarial Assistant	7	0	1	1	5
	3	Computer Operator and Programming Assistant	9	0	1	2	6
	4	Draughtsman (Civil)	3	0	0	1	2
	5	Electrician	2	0	0	0	2
	6	Laboratory Assistant (Chemical Plant)	1	0	0	0	1
Sub Total			24	0	3	4	17
Hazira	1	Accountant	7	0	1	2	4
	2	Assistant HR	10	1	1	3	5
	3	Secretarial Assistant	6	0	1	2	3
	4	Computer Operator and Programming Assistant	8	1	1	2	4
	5	Electrician	27	2	4	7	14
	6	Electronics Mechanic	6	0	1	2	3
	7	Fitter	41	3	6	11	21
	8	Instrument Mechanic	13	1	2	3	7
	9	Laboratory Assistant (Chemical Plant)	8	1	1	2	4
	10	Machinist	9	1	1	2	5
	11	Mechanic (Motor Vehicle)	3	0	0	1	2
	12	Mechanic Diesel	19	1	3	5	10
	13	Refrigeration and Air Conditioning Mechanic	5	0	1	1	3
		Welder	2	0	0	1	1
Sub Total			164	11	23	44	86
Uran	1	Accountant	6	1	1	2	2
	2	Assistant HR	12	1	1	3	7
	3	Computer Operator and Programming Assistant	5	1	1	1	2
	4	Secretarial Assistant	9	1	1	2	5
	5	Electrician	27	3	2	7	15
	6	Electronics Mechanic	2	0	0	0	2
	7	Fitter	23	2	2	6	13
	8	Instrument Mechanic	7	1	1	2	3
	9	Information & Communication Technology System Maintenance	3	0	0	1	2
	10	Laboratory Assistant (Chemical Plant)	10	1	1	3	5
	11	Machinist	3	0	0	1	2
	12	Mechanic Diesel	3	0	0	1	2
	13	Welder	2	0	0	1	1
Sub Total			112	11	10	30	61
Mumbai Sector Total			745	67	76	198	404

WESTERN SECTOR

Work Centre	Sl. No	Trade	Tentative No. of Seats	SC	ST	OBC	UR
CAMBAY	1	Accountant	4	0	1	1	2
	2	Assistant HR	25	2	4	7	12
	3	Computer Operator and Programming Assistant	8	1	1	2	4
	4	Draughtsman (Civil)	3	0	0	1	2
	5	Electrician	11	1	2	3	5

	6	Electronics Mechanic	3	0	0	1	2
	7	Fitter	19	1	3	5	10
	8	Instrument Mechanic	6	1	1	2	2
	9	Laboratory Assistant (Chemical Plant)	2	0	0	0	2
	10	Machinist	2	0	0	0	2
	11	Mechanic Diesel	2	0	0	1	1
	12	Welder	1	0	0	0	1
Sub Total			86	6	12	23	45
Vadodara	1	Secretarial Assistant	24	2	3	6	13
	2	Computer Operator and Programming Assistant	30	2	4	8	16
	3	Electrician	11	1	2	3	5
	4	Electronics Mechanic	22	1	3	6	12
	5	Fitter	14	1	2	4	7
	6	Instrument Mechanic	8	1	1	2	4
	7	Information & Communication Technology System Maintenance	30	2	4	8	16
	8	Laboratory Assistant (Chemical Plant)	14	1	2	4	7
	9	Machinist	3	0	0	1	2
	10	Mechanic (Motor Vehicle)	4	0	1	1	2
	11	Mechanic Diesel	4	0	1	1	2
	12	Refrigeration and Air Conditioning Mechanic	3	0	0	1	2
	13	Welder	11	1	2	3	5
Sub Total			178	12	25	48	93
Ankleshwar	1	Accountant	31	2	4	8	17
	2	Computer Operator and Programming Assistant	46	3	7	12	24
	3	Draughtsman (Civil)	8	1	1	2	4
	4	Electrician	52	3	7	14	28
	5	Electronics Mechanic	14	1	2	4	7
	6	Fitter	74	5	11	20	38
	7	Instrument Mechanic	17	1	2	4	10
	8	Information & Communication Technology System Maintenance	14	1	2	4	7
	9	Machinist	48	3	7	13	25
	10	Mechanic (Motor Vehicle)	23	2	3	6	12
	11	Mechanic Diesel	53	4	8	14	27
	12	Surveyor	10	1	1	3	5
	13	Welder	22	1	3	6	12
	14	Computer Science	6	0	1	2	3
	15	Electrical	25	2	4	7	12
	16	Electronics	6	0	1	2	3
	17	Mechanical	25	2	4	7	12
Sub Total			474	32	68	128	246
Ahmedabad	1	Accountant	7	0	1	2	4
	2	Assistant HR	22	1	3	6	12
	3	Computer Operator and Programming Assistant	24	2	3	6	13
	4	Draughtsman (Civil)	4	0	1	1	2
	5	Electrician	91	6	13	25	47
	6	Electronics Mechanic	5	0	1	1	3
	7	Fitter	129	9	18	35	67
	8	Instrument Mechanic	38	2	5	10	21

	9	Information & Communication Technology System Maintenance	13	1	2	4	6
	10	Laboratory Assistant (Chemical Plant)	48	3	7	13	25
	11	Machinist	10	1	2	3	4
	12	Mechanic (Motor Vehicle)	12	1	2	3	6
	13	Mechanic Diesel	57	4	8	15	30
	14	Welder	23	2	3	6	12
Sub Total			483	32	69	130	252
Mehsana	1	Accountant	5	0	1	1	3
	2	Assistant HR	29	2	4	8	15
	3	Computer Operator and Programming Assistant	17	1	2	5	9
	4	Draughtsman (Civil)	5	0	1	1	3
	5	Electrician	64	4	9	17	34
	6	Fitter	92	6	13	25	48
	7	Instrument Mechanic	14	1	2	4	7
	8	Information & Communication Technology System Maintenance	35	2	5	9	19
	9	Laboratory Assistant (Chemical Plant)	17	1	2	5	9
	10	Machinist	12	1	2	3	6
	11	Mechanic (Motor Vehicle)	4	0	1	1	2
	12	Mechanic Diesel	39	3	5	11	20
	13	Surveyor	7	1	1	2	3
	14	Welder	27	2	4	7	14
Sub Total			367	24	52	99	192
Western Sector Total			1588	106	226	428	828

EASTERN SECTOR

Work Centre	Sl.No	Trade	Tentative No. of Seats	SC	ST	OBC	UR
Jorhat	1	Accountant	5	1	0	1	3
	2	Assistant HR	30	2	3	8	17
	3	Electrician	10	1	1	3	5
	4	Fitter	15	1	2	4	8
	5	Instrument Mechanic	5	0	1	2	2
	6	Laboratory Assistant (Chemical Plant)	5	0	1	1	3
	7	Mechanic (Motor Vehicle)	5	0	1	2	2
	8	Mechanic Diesel	10	1	1	3	5
	9	Surveyor	5	0	0	1	4
	10	Welder	5	0	1	1	3
Sub Total			95	6	11	26	52
Silchar	1	Accountant	3	0	0	1	2
	2	Assistant HR	3	0	0	1	2
	3	Secretarial Assistant	10	1	1	3	5
	4	Computer Operator and Programming Assistant	1	0	0	0	1
	5	Draughtsman (Civil)	1	0	0	0	1
	6	Electrician	6	0	1	2	3
	7	Fitter	8	1	1	2	4
	8	Instrument Mechanic	1	0	0	0	1
	9	Machinist	2	0	0	0	2
	10	Mechanic Diesel	8	1	1	2	4
	11	Welder	6	0	1	2	3

			Sub Total	49	3	5	13	28
Nazira & Sivasagar	1	Accountant	4	0	0	1	3	
	2	Assistant HR	143	10	16	39	78	
	3	Computer Operator and Programming Assistant	21	1	2	6	12	
	4	Draughtsman (Civil)	2	0	0	1	1	
	5	Electrician	51	4	6	14	27	
	6	Electronics Mechanic	20	1	2	5	12	
	7	Fitter	78	5	9	21	43	
	8	Instrument Mechanic	16	1	2	4	9	
	9	Information & Communication Technology System Maintenance	24	2	3	6	13	
	10	Laboratory Assistant (Chemical Plant)	16	1	2	4	9	
	11	Machinist	10	1	1	3	5	
	12	Mechanic (Motor Vehicle)	5	0	1	1	3	
	13	Mechanic Diesel	64	5	7	17	35	
	14	Refrigeration and Air Conditioning Mechanic	2	0	0	1	1	
	15	Surveyor	4	0	0	1	3	
	16	Welder	50	3	5	14	28	
	17	Civil	17	1	2	5	9	
	18	Electrical	32	2	4	9	17	
	19	Electronics	13	1	1	3	8	
	20	Mechanical	53	4	6	14	29	
			Sub Total	625	42	69	169	345
			Eastern Sector Total	769	51	85	208	425

SOUTHERN SECTOR

Work Centre	Sl.No	Trade	Tentative No. of Seats	SC	ST	OBC	UR	
Chennai	1	Accountant	10	2	0	2	6	
	2	Assistant HR	52	10	1	14	27	
	3	Electrician	3	1	0	1	1	
	4	Electronics Mechanic	3	1	0	1	1	
			Sub Total	68	14	1	18	35
Kakinada	1	Accountant	2	0	0	1	1	
	2	Assistant HR	4	1	0	1	2	
	3	Computer Operator and Programming Assistant	8	1	1	2	4	
	4	Draughtsman (Civil)	3	0	0	1	2	
	5	Electrician	11	1	1	3	6	
	6	Electronics Mechanic	4	1	0	1	2	
	7	Fitter	8	1	1	2	4	
	8	Instrument Mechanic	4	1	0	1	2	
	9	Mechanic Diesel	3	0	0	1	2	
	10	Refrigeration and Air Conditioning Mechanic	4	1	0	1	2	
			Sub Total	51	7	3	14	27
Rajahmundry	1	Accountant	9	1	1	3	4	
	2	Assistant HR	40	6	3	11	20	
	3	Computer Operator and Programming Assistant	5	1	0	1	3	
	4	Draughtsman (Civil)	5	1	0	1	3	
	5	Electrician	60	8	4	16	32	

	6	Electronics Mechanic	8	1	1	2	4
	7	Fitter	60	8	4	16	32
	8	Instrument Mechanic	8	1	1	2	4
	9	Information & Communication Technology System Maintenance	5	1	0	1	3
	10	Laboratory Assistant (Chemical Plant)	13	2	1	4	6
	11	Machinist	4	1	0	1	2
	12	Mechanic (Motor Vehicle)	3	0	0	1	2
	13	Mechanic Diesel	60	9	4	16	31
	14	Refrigeration and Air Conditioning Mechanic	6	1	0	2	3
	15	Welder	20	3	1	6	10
Sub Total			306	44	20	83	159
Karaikal	1	Accountant	8	1	0	2	5
	2	Assistant HR	30	4	0	8	18
	3	Computer Operator and Programming Assistant	7	1	0	2	4
	4	Draughtsman (Civil)	5	1	0	1	3
	5	Electrician	20	3	0	6	11
	6	Electronics Mechanic	10	2	0	3	5
	7	Fitter	30	4	0	8	18
	8	Instrument Mechanic	13	2	0	4	7
	9	Information & Communication Technology System Maintenance	8	1	0	2	5
	10	Machinist	35	5	0	10	20
	11	Mechanic (Motor Vehicle)	12	2	0	3	7
	12	Mechanic Diesel	20	3	0	5	12
	13	Refrigeration and Air Conditioning Mechanic	10	1	0	3	6
	14	Welder	20	3	0	5	12
Sub Total			228	33	0	62	133
Southern Sector Total			653	98	23	177	355

CENTRAL SECTOR

Work Centre	Sl.No	Trade	Tentative No. of Seats	SC	ST	OBC	UR
Agartala	1	Accountant	8	1	3	0	4
	2	Assistant HR	20	3	7	0	10
	3	Secretarial Assistant	10	2	3	0	5
	4	Computer Operator and Programming Assistant	3	1	1	0	1
	5	Draughtsman (Civil)	4	1	2	0	1
	6	Electrician	25	4	8	1	12
	7	Fitter	25	4	8	1	12
	8	Machinist	2	0	1	0	1
	9	Mechanic (Motor Vehicle)	28	5	9	1	13
	10	Surveyor	6	1	2	0	3
	11	Welder	18	3	6	0	9
Sub Total			149	25	50	3	71
Kolkata	1	Accountant	5	1	0	1	3
	2	Assistant HR	12	3	1	3	5
	3	Secretarial Assistant	12	2	1	3	6
	4	Computer Operator and Programming Assistant	10	2	0	2	6

	5	Electrician	1	0	0	0	1
	6	Information & Communication Technology System Maintenance	5	1	0	1	3
	7	Surveyor	3	1	0	1	1
Sub Total			48	10	2	11	25
Central Sector Total			197	35	52	14	96

Note: The trades mentioned and number of seats mentioned above are tentative which may change without prior notice. The candidates should apply under a Sector, for a particular work centre, for a trade through Online Portal www.ongcapprentices.co.in; www.ongcindia.com which shall open from 14.03.2019 till 28.03.2019 17:00 hrs.

Reservation of training places will be as notified in Apprenticeship Rules, 1992 para 5.

Please note that each work centre will be engaging apprentices for training from their operational areas. List of work centres and corresponding operational area applicable is enclosed at Annexure 1

B. AGE CRITERIA

Minimum 18 years and maximum 24 years as on 28.03.2019

Category and Minimum/Maximum Age			
General	Other Backward Class – Non Creamy layer	Scheduled Caste / Scheduled Tribe	Persons with Disability
Maximum 24 yrs Minimum 18 yrs (born between 28.03.1995 to 28.03.2001)	Maximum 27 yrs Minimum 18 yrs (born between 28.03.1992 to 28.03.2001)	Maximum 29 yrs Minimum 18 yrs (born between 28.03.1990 to 28.03.2001)	General Max. 34 yrs & Min.18 yrs (born between 28.03.1985 to 28.03.2001) OBC-Non Creamy layer Max. 37 yrs & Min.18 yrs (born between 28.03.1982 to 28.03.2001) SC/ST Max. 39 yrs & Min.18 yrs (born between 28.03.1980 to 28.03.2001)

Concession & Relaxation:

- I. Upper age is relaxed by 5 years for SC/ST candidates and 3 years for OBC candidates for the trades reserved for them.
- II. Candidates belonging to PwBD categories shall be given age relaxation upto 10 years (upto 15 years for SC/ST and upto 13 years for OBC (Non-Creamy Layer) Candidates)

C. PwBD consideration : Trades as under are suitable for Persons with Benchmark Disabilities(PwBD)

Trade Name	Mechanical / Electrical/ Surveyor /Electronics Mechanic	Accountant / Computer Operator and Programming Assistant/ Assistant Human Resource / Secretarial Assistant	Civil, Fitter, Electronics, Machinist, Refrigeration and Air conditioning Mechanic
Disability Details	<ul style="list-style-type: none"> • Leprosy Cured • Dwarfism • Acid Attack Victims • Multiple disabilities from among above 	<ul style="list-style-type: none"> • Low Vision • Hard of Hearing • Musculoskeletal (one leg, Both Legs,)), Leprosy Cured, Dwarfism, Acid Attack Victims, Thalassemia • Multiple disabilities as of above 	<ul style="list-style-type: none"> • Leprosy Cured • Acid Attack Victims

1. Persons with Bench mark Disabilities as mentioned with Minimum 40% disability shall be considered as PwBD candidates as per Rights of persons with Disabilities 2016 and applicable concessions and relaxation shall be available to them.
2. The certificate of Disability should be in terms of Rule 19(1) &20 of the Rights of Persons with Disabilities Rules 2017 in the prescribed Form

D. QUALIFICATION & ELIGIBILITY CRITERIA

SI.	TRADE/DISCIPLINE	QUALIFICATION REQUIREMENT
1	Accountant	Bachelors degree (Graduation) in Commerce from a Govt. recognized institute/University
2	Assistant-Human Resource	Bachelors degree (Graduation) in B.A. or B.B.A from a Govt. recognized institute/ University.
3	Secretarial Assistant	ITI in Secretarial Assistant trade
4	Computer Operator and Programming Assistant (COPA)	ITI in COPA Trade
5	Draughtsman (Civil)	ITI in Draughtsman (Civil) Trade
6	Electrician	ITI in Electrician Trade
7	Electronics Mechanic	ITI in Electronics Mechanic
8	Fitter	ITI in Fitter
9	Instrument Mechanic	ITI in Instrument Mechanic
10	Information & Communication Technology System Maintenance	ITI in Information & Communication Technology System Maintenance
11	Laboratory Assistant (Chemical Plant)	B.Sc with PCM or PCB ITI in Lab. Asst (Chemical Plant) trade
12	Machinist	ITI in Machinist Trade
13	Mechanic (Motor Vehicle)	ITI in Mechanic Motor Vehicle trade
14	Mechanic Diesel	ITI in Mechanic Diesel trade
15	Refrigeration and Air Conditioning Mechanic	ITI in Refrigeration and Air Conditioning Mechanic trade
16	Surveyor	ITI in Surveyor Trade
17	Welder	ITI passed out in the trade of Welder (Gas & Electric)
18	Civil	Diploma in the respective disciplines of Engineering
19	Computer Science	
20	Electrical	
21	Electronics	
22	Mechanical	

Note: Sl. No 1 to 17 are Trade Apprentices (ITI / Graduates) and 18 to 22 are Technician Apprentices (Diploma). Candidates with qualification acquired through Distance Learning Mode or Part Time Mode or Correspondence Mode shall not be considered.

- **The applicant must have obtained minimum 45% marks in aggregate for General & OBC candidates and 40% marks in aggregate in case of SC/ST/PWD candidates against reserved positions.**
- **Duration of training** is 12 months for all disciplines mentioned above

E. STIPEND

- I. The apprentices are eligible for monthly stipend as per Apprentices Act, 1961, Apprenticeship Rules 1992 as amended from time to time.
- II. The trainee is not eligible for any TA-DA/Boarding or Lodging expenses incurred during the period of training. ONGC will not provide any financial assistance towards transportation.

F. SELECTION

Selections for engagement of Apprentices would be based on the basis of marks obtained in the stated qualification and Merit drawn thereon. In case of a similar number in merit, a person with higher age would be considered.

G. GENERAL CONDITIONS

1. Candidates are advised to carefully read the full advertisement for details of eligibility criteria and selection modalities before submission of application.
2. The candidates should NOT have undergone Apprenticeship either in ONGC or in any other organisation, earlier or pursuing Apprenticeship Training as per the Apprentices Act, 1961, as amended
3. Candidates, who had training or job experience for a period of one year or more after the attainment of these qualifications, shall NOT be eligible for being engaged as Apprentices.
4. Only for Technician Apprentices (for trades mentioned in Sl. No. 18-22) : The applicant for the position should NOT have completed three years after passing of the qualifying examination as on the cut-off date of eligibility i.e. 28.03.2019. In case the date of Declaration of result is not mentioned in the Mark Sheet, the candidate must submit a certificate mentioning the date of publication of result from the Principal of the Polytechnic/ College / Institute from where the candidate pursued his Diploma course at the time of verification of documents.
5. **ONGC shall have no obligation to offer regular employment to Apprentices during and/or after the completion of the apprenticeship period. After successful completion of Apprenticeship period, candidates shall be relieved from the respective work area.**
6. Any corrigendum/addendum etc. or updates with regard to this advertisement shall be made available on our website www.ongcindia.com and www.ongcapprntices.co.in only. Candidates are thus advised to periodically visit our above websites as all future correspondence and latest information shall be available only on our website.
7. Candidates can apply for one Trade and one work centre ONLY. Further, only one mobile number and one email ID can be used for applying for the post. The same mobile number and email ID cannot be used by any other candidate for filling online application for this notification.
8. Candidates with qualification acquired through Distance Learning Mode or Part Time Mode or Correspondence Mode shall not be considered.
9. Candidates having higher/professional qualification of Graduate and above Degree in Engineering, Degrees of MCA, MBA or its equivalent 2-year Post-Graduate Diploma in Marketing/Finance/Human Resource/MSW/Personnel Management & Industrial Relations, CA/ICWA, Master's Degree in Journalism/Public Relations & Mass Communication, PhD, LL.B. and any other Graduate and above professional qualification, need not apply as they

have higher qualifications than the prescribed induction level qualifications for the advertised seats. However, the aforesaid list of higher qualifications mentioned above is not exhaustive. Management may determine any other qualification as a higher qualification which is/ are not listed above. The decision of the management in this regard shall be final and no further enquiry shall be entertained in this respect.

10. Suppression of information regarding possession or pursuing higher qualification shall render a candidate ineligible for consideration at any stage of selection & termination any time during engagement, if engaged.
11. The candidature of the applicant would be provisional and subject to subsequent verification of certificates. In case it is detected at any stage of engagement or thereafter, that a candidate does not fulfil 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, his/her engagement is liable to be terminated.
12. Engagement of selected candidates is subject to his/her being declared medically fit as per the requirement of the Act. All such engagement will also be subject to all relevant Rules/policies/guidelines of the Corporation.
13. The decision of 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, higher qualification 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.
14. Applications/Registration which are incomplete or not fulfilling the eligibility criteria shall not be considered "Eligible" and treated as "Rejected".
15. The service terms and conditions of the apprentices shall be governed by The Apprentices Act, 1961 and Rules 1992 as amended from time to time

H. REQUIREMENT BEFORE FILLING ON-LINE APPLICATION FORM

1. Before applying for above apprentices positions, candidates have to first register themselves in online portals of the following agencies of Govt. of India:
 - (a) For Trade - Accountant and Assistant Human Resources (Trades mentioned in Sl. No 1 & 2): With National Skill Development Council (NSDC) at <https://apprenticeshipindia.org/>
 - (b) For other Trade Apprentices (Trades mentioned in Sl. No 3-17): With Ministry of Skill Development & Entrepreneurship (MSDE) at <http://www.apprenticeship.gov.in>
 - (c) For Technician Apprentices: With the concerned Regional Board of Apprenticeship Training (BOAT) in their portal National Apprenticeship Training Scheme (NATS) under Ministry of Human Resource Development. The link <https://portal.mhrdnats.gov.in/boat/commonRedirect/registermenunew/registermenunew.action> (Trades mentioned in Sl. No 18 & 22)
2. It may be noted that in case candidate does not pre-register themselves online with concerned RDAT/BOAT/ NSDC and subsequently after selection as apprentice in ONGC, their registration of contract as apprentice does not happen with BOAT/ NSDC/RDAT due to any reason, the candidate himself/herself shall be responsible for the same and shall not be considered for engaging as apprentice. In such case, candidature of the applicant will stand cancelled and offer shall be issued to next candidate from the panel.

3. The candidate must have an active email ID and Mobile Number which must be valid till the end of the Apprenticeship and 1 year thereafter. All future communication including Corrigendum/Addendum with regard to this advertisement with candidate will take place only through www.ongcapprentices.co.in , www.ongcindia.com / e-mail / SMS Alerts.
4. The candidate must ascertain the correctness of all information before filling in the Online Application Form and its final submission.
5. The candidate shall be wholly/exclusively responsible for the information provided in his/her online application form.
6. After successfully applying/registration of Online Application, the candidate may take a print out of the filled-in online application for future reference.

I. HOW TO APPLY

- i. Candidates meeting the above prescribed eligibility criteria should visit our ONGC website www.ongcapprentices.co.in and apply Online from 14.03.2019 till 28.03.2019 by 17:00 hours.
- ii. Paper based applications will NOT be accepted.
- iii. There are two steps for Registration process. Part-I & Part-II. In Part-I registration, candidate has to register with the Government portal as mentioned in H above. Candidates are advised to remember registration number for future reference/use.
- iv. In Part-II registration, candidate has to register in www.ongcapprentices.co.in website, furnish details such as date of birth, registration No, Category, educational qualification, etc. and submit.
- v. **This is the final submission process and after that, candidate cannot change the details furnished. Candidates are therefore advised to furnish the details in the portal carefully and check the same before final submission.**

J. VERIFICATION OF DOCUMENTS

The physical verification of the original documents shall be done prior to joining date on a specific date. A provisional offer letter of training will be sent via mail once the candidate is selected. A print out of the same may be brought during document verification. The following original documents along with a self-attested copy should be furnished:

- I. 10th pass/Matriculation certificate/Birth Certificate issued by the concerned education board/Concerned Authority as proof of date of birth. No other document will be accepted for verification of date of birth.
- II. SC/ST/OBC/Disability certificates by reserved category candidates in the prescribed format issued by the Competent Authority. OBC non-creamy layer status should be valid and OBC certificate issued by the Competent Authority should be latest one.
- III. Semester-wise/year-wise mark sheets and Certificate of full-time Diploma in Engineering/Graduation Degree/ITI Pass certificate in respective Discipline
- IV. SSC and HSC Mark sheets
- V. One passport size Photograph
- VI. Medical Certificate of fitness from a Registered Medical Officer/ Practitioner giving complete name, address and registration number of the medical authority or from Government hospital.

K. IMPORTANT DATES

Date of opening of online application portal at www.ongcapprentices.co.in	14.03.2019
Last date of submission of online application	28.03.2019 by 17:00 hours
Tentative date of Result/Selection	01.04.2019
Document Verification	08.04.2019 - 12.04.2019
Joining of Candidates	15.04.2019

For any further query please contact at ongc_skilldev@ongc.co.in

Annexure 1

Sl.	Name of Work Centre	Corresponding States	Corresponding District
1	Dehradun	Uttarakhand	All districts
2	OVL Delhi	National Capital Region	Delhi, Noida, Gurugram, Ghaziabad and Faridabad
3	Jodhpur	Rajasthan	Jodhpur and Jaisalmer
4	Goa	Goa	North Goa and South Goa
5	Hazira	Gujarat	All districts
6	Mumbai	Maharashtra	All districts
7	Uran	Maharashtra	All districts
8	Ahmedabad	Gujarat	All districts
9	Ankleshwar	Gujarat	Bharuch, Surat, Narmada, and Vadodara
10	Vadodara	Gujarat	All Districts
11	Cambay	Gujarat	Anand and Kheda
12	Mehsana	Gujarat	All districts
13	Jorhat	Assam	Golaghat and Jorhat
14	Nazira & Sivasagar	Assam	Sivasagar and Charaideo
15	Silchar	Assam	Cachar, Hailakandi and Karimganj
16	Chennai	Tamil Nadu & Pondicherry	All districts
17	Kakinada	Andhra Pradesh	All districts
18	Karaikal	Tamil Nadu	Karaikal
		Pondicherry	Cuddalore, Nagapattinam, Ariyalur, Tiruvarur, Tanjore, Trichy, Pudukottai and Ramnad
19	Rajahmundry	Andhra Pradesh	Krishna, East Godavari, and West Godavari
20	Agartala	Tripura	West Tripura, North Tripura, South Tripura, Dhalai, Gomati, Khowai, Sepahijala and Unakoti
21	Kolkata	West Bengal	All districts
		Odisha	

Note: A candidate is considered to belong to the operational area if he/she is a resident of, or has obtained his / her essential qualification from above mentioned State/District.