

The candidates shortlisted for the interview for the position of **Refinery Technician (Mechanical)** are advised to make note of the following before coming to the interview venue.

1. The candidates are advised to download the Interview Application format from the website and the fill-up the application in all respect before coming to the interview venue.
2. The candidature for the Personal Interview is subject to meeting all the eligibility criteria as mentioned in our press advertisement.
3. Candidate(s) having **two years of relevant post-qualification work experience** will be considered for appointment in the regular IDA pay-scale of ₹5800–11100 (pre-revised) on a Basic Pay of ₹5,800/- p.m (Rupees Five Thousand Eight Hundred only) in the entry Grade-III in Non-supervisory cadre, subject to medical fitness.
4. Candidate(s) **without any relevant work experience / less than two years of relevant post-qualification work experience**, will be considered for placement as “**Trainee**” for a period of one year on a consolidated monthly stipend of ₹9,000/- (Rupees Nine Thousand only), subject to medical fitness. On successful completion of training and being found suitable for the job, such trainee will be appointed in the IDA pay-scale of ₹5800–11100 (pre-revised) on a Basic Pay of ₹5,800/- p.m in the entry Grade-III in Non-supervisory cadre.
5. Candidate(s) must bring all their certificates in original (including SSLC / Matric / X Std, Diploma, Mark Sheets, Transfer Certificate, Community Certificate, etc.) and also one set of photocopies of all their certificates in support of age, educational / technical qualifications, experience, community etc., (as mentioned in the advertisement), duly attested by a Gazetted Officer, along with three (3) passport-size photographs which they will have to produce while appearing for the Personal Interview, failing which they will not be allowed to appear for the interview.
6. In case the candidate is already working in Central / State Government Service / Public Sector Undertaking / Autonomous Bodies and / or their application was not forwarded through proper channel, they should furnish a “**NO OBJECTION CERTIFICATE**” from their employer failing which they will not be allowed to appear for the interview.
7. Outstation SC / ST candidates called for Personal Interview will be reimbursed single Second Class Railway / Bus fare from the nearest railway station of the mailing address to the place of interview and back by the shortest route on production of ticket, provided the distance is not less than 30 kms. Reimbursement will be made subject to submission of TA claim along with original rail ticket / receipt or photocopy thereof or original bus tickets(s) and copy of Community Certificate on the date of personal interview. Reimbursement of travel claim will not be allowed, if community certificate is not produced and if they are found ineligible as per Press Advertisement criterion. Please note that TA reimbursement will not be admissible to those

candidates who are already in employment with Central or State Government Service, Government Companies, PSUs, Local Govt. Institutions and Panchayats.

8. In case the candidate belongs to OBC community, they must produce the original OBC community certificate in the prescribed Proforma (as spelt out in the press advertisement) as required for the purposes of employment of reservations in Central Government Undertakings as per the Central Government list of OBC categories and issued by the Competent Authority, at the time of Personal Interview, failing which they will not be allowed to appear for the interview.
9. Please note that the candidates called for the personal interview have an option to reply in Hindi during the Personal Interview and if they so exercise the option, they will have to intimate us atleast two days before commencement of the Interview. They may call us over phone in the following numbers: [044-25944282](tel:044-25944282) or by e-mail to recruitment@cpcl.co.in or by Fax to [044-25940493](tel:044-25940493) so that necessary arrangements would be made by us. If no intimation is received from the candidate in this regard, it would be presumed that they do not wish to reply in Hindi during the personal interview.
10. In case the candidate fail for any reason to attend the aforesaid interview on the appointed date and time, no supplementary interview will be held thereafter.
11. The candidates are advised **not** to bring or make any attempt to bring any outside influence to bear upon any authority of CPCL or any person / agency authorized by CPCL, to further their interests in the matters pertaining to their selection in the Company. In case any representation, of any nature, political or otherwise, is received on behalf of any candidate(s), in respect of their selection, it will be presumed that they are aware of such a representation and that it has been made at their instance to further their interest and his / her candidature will be summarily disqualified without assigning any reasons whatsoever.
12. Candidates possessing / pursuing higher qualifications viz., Degree in BE, B.Tech., A.M.I.E., etc. will not be allowed to appear for the personal Interview. 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.
13. For any queries, please feel free to talk to **Mr. K. Chandrasekaran**, Dy. Manager (Personnel) or **Mr. Tuhin Dutta**, Officer (Personnel) at [044-25944282](tel:044-25944282) or email at recruitment@cpcl.co.in

Please note that this does not constitute an offer of employment.