



**Chennai Petroleum Corporation Limited**  
(A group Company of IndianOil)  
Regd. Office: 536, Anna Salai, Teynampet, Chennai - 600 018

**SPECIAL RECRUITMENT DRIVE FOR PERSONS WITH DISABILITIES (PWDs)**

CPCL invites applications from Persons with Disabilities of Indian Nationality for the following Supervisory and Non-supervisory positions. The number of posts indicated are tentative which may increase or decrease at the discretion of the Management.

Sl. No.	Position	Code	Grade	Vacancies	Identified Disabilities	Pay Scale
1	Senior Officer (R&D)	001	B	1	OH, HH	Rs.27,600-50,500/- (Provisional)
2	Engineer-Chemical	002	A	3	OH	Rs.23,000-46,500/- (Provisional)
3	Engineer-Mechanical	003	A	1	OH, HH	
4	Engineer-Electrical	004	A	1	OH, HH	
5	Assistant Chemist	005	III	2	OH	Rs.5,800-11,100/- (due for revision w.e.f. 01.01.2009)
6	Hindi Translator	006	III	1	OH, HH, VH	
7	Steno-Typist	007	III	1	OH, HH, VH	
8	Refinery Technician-Mech.	008	III	1	OH, HH	
9	Refinery Technician-Elect.	009	III	1	OH, HH	
<b>Total</b>				<b>12</b>		

**Abbreviations used:** OH=Orthopaedically Handicapped, HH=Hearing Handicapped & VH=Visually Handicapped

**1. ELIGIBILITY CRITERIA**

POSITION	CODE	QUALIFICATION	EXPERIENCE
<b>Senior Officer (R&amp;D)</b>	001	Ph.D in Chemistry preferably in the field of Analytical / Organic / Petrochemical / Polymers / Heterogeneous catalysis. Candidates with Mathematics as one of the main subject in Graduation shall be preferred. Candidates having knowledge of handling analytical equipments like Gas chromatographs with advanced detectors / NMR / HPLC / TGA / DSC / ICP-MS / Chemisorption analyser etc., and interpretation of data shall be preferred.  Minimum 60% marks in Graduation as well as in Post Graduation. A pass will be adequate for SC / ST candidates.	Candidate should have minimum 4 years of relevant R&D experience in <b>any</b> of the following areas after completion of the basic qualification:  1) Research experience in chemistry especially in the field of Petroleum Products, Polymers, Petrochemicals, Lubricants / Greases, Bitumen, etc. 2) Experience in the area of metal supported catalysts, mixed oxides, modification of zeolites and related materials. Familiarization with catalyst / catalytic material characterization and data interpretation of various analytical tools. 3) Catalysis research in the area of FCC / RFCC, Hydroprocessing, Reforming / Isomerisation, Alkylation, FT Synthesis in Research Laboratories or Industrial Labs. 4) Experience in various catalytic / zeolitic materials preparation.
<b>Engineer-Chemical</b>	002	First class full-time Bachelor's Degree in Engineering / Technology in Chemical / Petroleum from a recognized Indian University / Institute approved by AICTE with not less than 60% marks in aggregate of all Semesters / Years.  A pass will be adequate for SC / ST candidates.	Minimum two years post-qualification work experience in Operation (Commissioning, Start-up, day-to-day operation, Shutdown & trouble shooting) of Process Units (in round the clock shifts) preferably in a Petroleum Refinery / Petro-Chemicals / Chemical or Fertilizer Industry.  Experience in Refinery Process Units such as Hydrogen, CCR Unit, Isomerisation, Hydrocraker, DHDS, DHDT, Delayed Coker Unit as DCS Panel Engineer and Conversant with PFDs, P&IDs, Logic Descriptions, Instrument Data Sheets, Cause and Effect Diagram, HAZOP and Safety norms pertaining to Petroleum Refinery / Petrochemical Industry will be an added advantage.

<b>Engineer-Mechanical</b>	003	<p>First class full-time Bachelor's Degree in Engineering / Technology in Mechanical from a recognized Indian University / Institute approved by AICTE with not less than 60% marks in aggregate of all Semesters / Years.</p> <p>A pass will be adequate for SC / ST candidates.</p>	<p>Minimum two years of post-qualification work experience preferably in Petroleum / Petro-chemical / Chemical / Fertilizers / Power Industry having worked with Mechanical equipments of Static &amp; Rotary type like Pumps / Compressors / Heaters / Columns / Exchangers etc.</p> <p>Knowledge on condition monitoring of equipments / inspection techniques / routine and shutdown planning and computer literacy with familiarity to software based maintenance systems will be an added advantage.</p>
<b>Engineer-Electrical</b>	004	<p>First class full-time Bachelor's Degree in Engineering / Technology in Electrical from a recognized Indian University / Institute approved by AICTE with not less than 60% marks in aggregate of all Semesters / Years.</p> <p>A pass will be adequate for SC / ST candidates.</p>	<p>Minimum two years of post-qualification work experience preferably in Petroleum / Petro-chemical / Chemical / Fertilizers / Power Industry in maintenance of Electrical Equipments like LT / HT motors, LT/HT transformers, LT / HT breakers, PCCs, MCCs, Battery charge system etc.,</p> <p>Conversant with Control circuit drawings of Electrical control panels / relay panels / Switchgears panels, conventional Electro-magnetic relays, numeric relays and computer literacy with familiarity to software based maintenance systems will be an added advantage.</p>
<b>Assistant Chemist</b>	005	<p>First Class Diploma in Chemical / Petroleum / Petro-Chemical Engineering / Technology.</p> <p><b>(or)</b></p> <p>First Class in B.Sc. / M.Sc. with Chemistry as a major subject.</p> <p>A pass will be adequate for SC / ST candidates.</p>	<p>Minimum two years of relevant post qualification experience preferably in testing of Petroleum products / Petrochemicals, in the laboratories of Refinery / Petro-chemical / R&amp;D Centres. Hands on experience in sophisticated analytical equipments such as GC, HPLC, Flame Photometer / AAS, ICP AES, Spectrophotometer, Octane Engine etc. will be an added advantage.</p> <p><b>Desirable:</b> Experience in ISO Quality Systems, TQM / TPM activities, conversant with NABL Quality Systems, etc.</p> <p><u>Fresher may also apply, who will be engaged as Trainee on a consolidated monthly stipend, as per the details given in para-3 of the advertisement.</u></p>
<b>Hindi Translator</b>	006	<p>Master's Degree in Hindi of recognized University with English as a compulsory subject or as medium of examination at Degree level.</p> <p><b>(or)</b></p> <p>Master's Degree in English of recognized University with Hindi as a compulsory subject or as medium of examination at Degree level.</p> <p><b>(or)</b></p> <p>Master's Degree in any subject other than Hindi / English of recognized University with Hindi &amp; English as a compulsory subject or either of the two as medium of examination and other as compulsory subject at Degree level.</p>	<p>Minimum two years of post qualification experience of translation work from Hindi to English and vice-versa in Central / State Government Offices including any Government undertakings.</p> <p><b>Knowledge of Hindi and English Typing is desirable.</b></p> <p><u>Fresher may also apply, who will be engaged as Trainee on a consolidated monthly stipend, as per the details given in para-3 of the advertisement.</u></p>
<b>Steno-Typist</b>	007	<p>First Class in B.A. / B.Sc. / B.Com with Shorthand (English) in lower / intermediate grade and Typewriting (English) in higher grade. Preference will be given candidates possessing Shorthand (English) in higher grade.</p>	<p>Minimum two years of post qualification experience. Work experience as Steno-typist / Clerk / Stenographer in an Industrial Establishment will be taken as relevant work experience.</p> <p><b>Preferable:</b> Work experience in computer environment with exposure to ERP and MS Office applications (MS-word, Excel &amp; Power Point).</p>

		A pass will be adequate for SC / ST candidates.	Fresher may also apply, who will be engaged as Trainee on a consolidated monthly stipend, as per the details given in para-3 of the advertisement.
<b>Refinery Technician-Mechanical</b>	008	First Class Diploma in Mechanical Engineering.  A pass will be adequate for SC / ST candidates.	Minimum two years of relevant post qualification work experience in maintenance of Mechanical equipments such as Process Pumps / Compressors / Turbine and Mechanical seals preferably in a Refinery / Petro-chemical unit / Chemical / Fertilizer Unit / Power Plant.  <b>Desirable:</b> Should possess good communication skills and knowledge to interpret Engineering Drawings.  Fresher may also apply, who will be engaged as Trainee on a consolidated monthly stipend, as per the details given in para-3 of the advertisement.
<b>Refinery Technician-Electrical</b>	009	First Class Diploma in Electrical Engineering.  <b>(or)</b> First Class Diploma in Electrical & Electronics Engineering.  A pass will be adequate for SC / ST candidates.	Minimum two years of relevant post qualification work experience in maintenance of Electrical equipments preferably in a Refinery / Petro-chemical unit / Chemical / Fertilizer unit / Power Plant, related to motor overhauling, motor trouble shooting, maintenance of LT & HT Motors and HT (6.6kV/3.3kV) and LT (415 volts) switchgear, ability to read and understand control circuit diagrams and troubleshoot the faults, and maintenance of LT & HT breakers / PCCs / MCCs / battery banks and battery charge System etc.,  <b>Desirable:</b> Ability to read and understand control circuit drawings of the Electrical Control Panels / Relay Panels / Switchgear Panels and equipment and trouble shoot the faults. Familiarity with conventional electromagnetic relays and numerical relay used for protection, and its testing methods. Knowledge of maintenance of UPS, VFD's, PLC's and SCADA.  Fresher may also apply, who will be engaged as Trainee on a consolidated monthly stipend, as per the details given in para-3 of the advertisement.
Age as on 28.02.2010	<b>For Sr. Officer (R&amp;D):</b> Age limit is 44 years (including relaxation of 10 years for PH candidates). <b>For all other positions:</b> Age limit is 40 years (including relaxation of 10 years for PH candidates).		
Concessions / Relaxations	Upper age limit is further relaxable by 5 years for SC / ST candidates and 3 years for OBC (non-creamy layer) candidates. Age relaxation for Ex-Servicemen (EXSM) as per Govt. directives. Reservation of posts for SC/ST/OBC (non-creamy layer)/EXSM candidates and relaxations thereof as per Govt. Directives.		

## **2. Pay & Emoluments:**

### **Pay Scales (IDA Pattern):**

Supervisory Grade B	:	Rs. 27,600 - 50,500/- (Provisional revised pay scale)
Supervisory Grade A	:	Rs. 23,000 - 46,500/- (Provisional revised pay scale)
Non-supervisory Grade III	:	Rs. 5,800 - 11,100/- (Due for revision w.e.f. 01.01.2009)
Trainee	:	Rs. 9,000/- (consolidated monthly stipend)

In addition to the Basic Pay and Industrial pattern of DA, the other allowances / benefits include HRA / Self-Lease, PF, Gratuity, LTC / LFA, Reimbursement of Medical expenses and other benefits including Superannuation benefits, etc., would be provided according to the rules of the Company.

## **3. For Non-supervisory positions at Sl. No. 5 to 9:**

**Candidates with no work experience or less than two years of relevant post-qualification work experience may also apply. In case found suitable, such candidates will be placed as "Trainee" for a period of one year on a consolidated monthly stipend of Rs. 9,000/- (Rupees Nine Thousand only).** On successful completion of training and on being found suitable for the job, they will be appointed in the pre-revised IDA Pay Scale of Rs. 5,800-11,100 on a basic pay of Rs. 5,800/- (Rupees Five Thousand Eight Hundred only) in Non-Supervisory entry Grade III.

**Candidates having atleast two years of relevant post-qualification work experience will be directly appointed in the pre-revised IDA Pay Scale of Rs. 5,800-11,100 on a basic pay of Rs. 5,800/- (Rupees Five Thousand Eight Hundred only) in Non-Supervisory entry Grade III, subject to medical fitness.**

**4. Mode of Selection:**

The selection shall be carried out through Personal Interview only. The candidates will have to pass through each stage including Medical fitness successfully for being adjudged suitable for selection.

**5. General Conditions:**

- a. Candidates fulfilling the eligibility criteria and desiring to offer their services should send their typed application on a plain paper (A-4 Size) duly signed with date, indicating (1) Post applied for (2) Name (in block letters) (3) Father's / Spouse's name, (4) Address for communication (5) Pin Code (6) Date of Birth (7) Age as on 28.02.2010 (8) Religion (9) whether belongs to General/SC/ST/OBC/Physically Challenged (10) Qualifications {Academic, Technical or Professional and Computer related, if any, (Give details of examination, course duration, year of passing, Institute/University, percentage of marks / Class obtained)} (11) Post Qualification experience (highlighting the nature of job performed, employer's name and duration of work) in a Tabular form. (12) Option to take the interview in English or Hindi. A Passport size photograph may please be affixed on the right hand side top corner of the application. The application format is available at our web site [www.cpcl.co.in](http://www.cpcl.co.in)
- b. A candidate can apply for one post only. Candidates applying for more than one post will not be considered.
- c. All the qualifications should be full time regular courses from a Government recognized University / Institute.
- d. The candidates should attach photocopies of original certificates, attested by a Gazetted Officer, in support of age, educational qualification, experience, caste (for SC / ST / OBC candidates) and physical disability certificate along with their applications, failing which their application will be rejected.
- e. The period of experience will be determined upto 28/02/2010.
- f. Candidates applying against Physically Challenged category shall have not less than 40% of relative disability. An attested copy of the Disability Certificate issued by the competent authority, viz. a Medical Board duly constituted by the Central or State Government shall be furnished, while applying, failing which their application will be rejected.
- g. 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, 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 the Department of Personnel and Training in the Govt. of India OM No.36012/22/93-Estt.(SCT) dated 08-09-1993.
- h. Candidates serving in Government Departments / PSUs are required to apply through proper channel or furnish "**No Objection Certificate**" at the time of Personal Interview, failing which they will not be allowed to appear for the interview.
- i. Selection and Appointment of candidates is subject to verification of Caste / Character & Antecedents from authorities concerned.
- j. 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 Personal 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. Reimbursement of travel claim will not be allowed, if Community Certificate is not produced and if the SC / ST candidate is found ineligible as per Press Advertisement criterion.
- k. Management reserves the right to fill or not to fill the posts and mere fulfillment of qualification, experience and other eligibility requirements laid down, does not entitle a candidate to be called for the Personal Interview.
- l. Candidates possessing higher qualification viz. Degree in B.E., B.Tech., A.M.I.E., M.B.A, CA, CFA, ICWA, etc. need not apply for the positions from Sl. No. 5 to 9.

- m. In order to restrict the number of candidates to be called for Personal Interview, if so required, the Management reserves the right to raise the minimum eligibility standards / criteria. Management may also relax / lower the qualifying standards / criteria in case suitable candidates are not available.
- n. Depending on the requirement, the Company reserves the right to cancel / restrict / curtail / enlarge the number of vacancies and recruitment process, if need so arises, without any further notice and without assigning any reason thereof.
- o. While applying for any post, the applicant should ensure that he / she fulfills the eligibility and other norms mentioned above, as on the specified dates and that the particulars furnished are correct in all respects. In case it is detected at any stage of recruitment that a candidate does not fulfill the eligibility norms and / or that he / she has furnished any incorrect / false information or has suppressed any material fact(s), his / her candidature will stand automatically cancelled. If any of the above shortcoming(s) is / are detected even after appointment, his / her services are liable to be terminated without any notice.
- p. Any legal proceeding in respect of any matter of claim or dispute arising out of this advertisement and / or an application in response thereto can be instituted only in Chennai and courts / tribunals / forums at Chennai only shall have sole and exclusive jurisdiction to try any such cause / dispute.
- q. Canvassing in any form is liable to render the candidate ineligible for any of the above posts.
- r. Applications complete in all respects should be sent in an envelope by **ordinary post only**, superscribing on the envelope - "Name of the Post with Code No.", to "**The Senior Manager (Personnel), Chennai Petroleum Corporation Limited, Post Box No. 1, Manali, Chennai - 600068**", SO AS TO REACH LATEST BY **27-02-2010**.
- s. For any clarifications, Shri K. Chandrasekaran, Deputy Manager (Personnel) or Shri Tuhin Dutta, Officer (Personnel) may be contacted at 044-25944282 during office hours from Monday to Friday or email at [recruitment@cpcl.co.in](mailto:recruitment@cpcl.co.in)

SENIOR MANAGER (PERSONNEL)