


<u>ADVERTISEMENT NO.: 18/2025</u> Recruitment of GETs/Assistant Officer Trainees	NUMALIGARH REFINERY LIMITED Registered Office: 122A, G.S.Road, Christianbasti, Guwahati-781005 (Assam) CIN - U11202AS1993GOI003893	
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CAREER OPPURTUNITIES FOR DYNAMIC YOUNG PROFESSIONALS

Numaligarh Refinery Limited (NRL), a subsidiary of M/s Oil India Limited (OIL), is a Schedule A, Category – I Miniratna Public Sector Undertaking (PSU) under the Ministry of Petroleum & Natural Gas. It has a 3.0 MMTPA Refinery at Numaligarh in the district of Golaghat, Assam and Marketing Terminals at Numaligarh, Assam and Siliguri, West Bengal. Numaligarh Refinery was conceived in the historic ‘Assam Accord’ of 1985. NRL has displayed creditable performance since commencement of commercial production of its refinery in October 2000. Since then, the Company has diversified into Petrochemicals, Natural Gas transportation and biofuel production through Joint Venture investment. NRL also has the largest Paraffin Wax production unit in the country.

NRL is currently implementing a project for capacity expansion of its refinery from 3.0 MMTPA to 9.0 MMTPA at Numaligarh. The project also includes construction of a cross-country crude oil pipeline from Paradip in Odisha to Numaligarh in Assam and a Crude Oil Import Terminal at Paradip Port in Odisha. The Company, by way of a Joint Venture, has also set up a 2G Ethanol Plant at Numaligarh which uses bamboo biomass as feedstock. Towards diversification into petrochemicals, NRL is setting up a 360 KTPA Polypropylene Plant at Numaligarh.

1. DETAILS OF VACANCIES:

Sl. No.	Position	Job Grade	Backlog Vacancies				Current Vacancies						Total Vacancies	Posts identified suitable for PwBD
			SC	ST	OBC (NCL)	PwBD	UR	SC	ST	OBC (NCL)	EWS	PwBD		
1	Graduate Engineer Trainee- Civil	E-2	0	0	1	0	2	0	0	1	0	0	4	---

2	Graduate Engineer Trainee - Mechanical	E-2	0	0	0	1	4	2	1	3	1	0	12	a) D, HH b) OA, OL, Dw, AAV c) SLD, MI d) MD involving (a) to (c) above.
3	Graduate Engineer Trainee - Instrumentation	E-2	0	0	1	0	3	1	0	3	1	1	10	a) D, HH b) OL, CP, LC, Dw, AAV c) ASD (M), SLD, MI d) MD involving (a) to (c) above
4	Graduate Engineer Trainee - Electrical	E-2	0	0	1	0	3	2	1	2	1	0	10	--
5	Graduate Engineer Trainee - Metallurgy	E-2	0	0	0	0	1	0	0	1	0	0	2	--
6	Graduate Engineer Trainee - Chemical	E-2	2	0	4	0	13	8	4	15	6	1	53	a) HH b) OA, OL, Dw, AAV c) SLD, MI d) MD involving (a) to (c) above
7	Graduate Engineer Trainee - Computer Science	E-2	0	0	0	1	0	0	0	0	0	0	1	a) B, LV b) D, HH c) OL, CP, LC, Dw, AAV d) SLD, MI e) MD involving

														(a) to (d) above
8	Asst. Officer- Trainee	E-1	0	1	0	0	1	1	1	1	0	1	6	B, LV, D, HH, OA, OL, BA, BL, OAL, BLOA, BLA, CP, LC, Dw, AAV, MDy, ASD, ID, SLD, MI, MD involving all above.
TOTAL		98												

CATEGORY ABBREVIATIONS USED: B=Blind, LV=Low Vision, D=Deaf, HH= Hard of Hearing, OA=One Arm, OL=One Leg, BA=Both Arms, BL=Both Leg, OAL=One Arm and One Leg, BLOA=Both Leg & One Arm , BLA=Both Legs Arms, CP=Cerebral Palsy, LC=Leprosy Cured, Dw=Dwarfism, AAV=Acid Attack Victims, MDy= Muscular Dystrophy, ASD= Autism Spectrum Disorder (M= Mild, MoD= Moderate), ID= Intellectual Disability, SLD= Specific Learning Disability, MI= Mental Illness, MD=Multiple Disabilities.

2. DATES TO REMEMBER

Commencement of online application	10:00 hrs on 20.09.2025	Last date of receipt of online application	23:59 hrs on 10.10.2025
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3. DETAILS ON EDUCATION QUALIFICATION, AGE, EXPERIENCE

The last date for reckoning age and all other eligibility criteria will be considered as 10.10.2025.

(a) Essential Qualification/ Qualifying degree:

Position	Essential Qualification/ Qualifying degree
GET- Civil	1st class bachelor's degree in Civil Engineering from a recognized University / Institute, approved by AICTE/UGC and having minimum 65% marks in aggregate.

GET-Mechanical	1st class bachelor's degree in Mechanical Engineering from a recognized University / Institute, approved by AICTE/UGC having minimum 65% marks in aggregate.
GET-Instrumentation	1st class bachelor's degree in Instrumentation Engineering or any combination of Instrumentation Engineering from a recognized University / Institute, approved by AICTE/UGC and having minimum 65% marks in aggregate.
GET-Electrical	1st class bachelor's degree in Electrical Engineering or any combination of Electrical Engineering from a recognized University / Institute, approved by AICTE/UGC and having minimum 65% marks in aggregate.
GET-Metallurgy	1st class bachelor's degree in Metallurgy / Metallurgical and Materials Engineering from a recognized University / Institute, approved by AICTE/UGC and having minimum 65% marks in aggregate.
GET-Chemical	1st class degree in Chemical Engineering from a recognized University / Institute, approved by AICTE/UGC and having minimum 65% marks in aggregate.
Graduate Engineer Trainee -Computer Science	1st class degree in Computer Science Engineering from a recognized University / Institute, approved by AICTE/UGC and having minimum 65% marks in aggregate.
Assistant Officer - Trainee	NET/GATE qualified 1st Class Post Graduates from recognized University / Institute, approved by AICTE/UGC.

(b) Upper age limit (as on 10.10.2025): 30 years

(c) Experience required: No experience is required for these posts.

TERMS AND CONDITIONS IN RESPECT OF QUALIFYING DEGREE / ESSENTIAL QUALIFICATION

- i. The Cut Off Date for evaluating eligibility criteria of Age, Qualification, Reservation etc is the last date of receipt of applications, i.e. 10.10.2025. Candidates should be in a position to upload their qualifying degree certificate, qualifying degree's final year/ semester marksheet, Marksheet and Pass Certificates of Class X & XII, Age Proof, Caste/ NCL/EWS Certificate and valid GATE/NET Certificate, wherever applicable, at the time of submitting their application.

- ii. The required educational qualification must be from UGC recognized Indian University/UGC recognized Indian Deemed University or AICTE approved courses from Autonomous Indian Institutions/concerned statutory council (wherever applicable).
- iii. Minimum percentage of marks in the essential qualification / Qualifying degree as indicated above shall be as per weightage formulae adopted by the University/ Institute for each semester/year.
- iv. Wherever CGPA/OGPA or letter grade in a degree is awarded, equivalent percentage of marks should be indicated by the candidates in the application form as per norms adopted by University/Institutes. Such candidates must submit the relevant CGPA/OGPA to equivalent percentage conversion certificate issued by the concerned Institute/University during Document Verification at the time of Personal Interview, if shortlisted.

3. BASIC PAY SCALES & CTC

DPE Job Grade	NRL Job Grade	Pay scale (in ₹)	CTC (in ₹/ Lakhs approx.)
E-2	02	50,000 – 1,60,000	18.79
E-1	01	40,000 – 1,40,000	15.34

Note: The CTC (Cost to Company) mentioned above includes Performance Related Pay (PRP), which may vary depending on Company's MOU performance and place of posting.

Selected **Graduate Engineer Trainees (GETs)** will be on training for a period of one year and will be paid a consolidated stipend of Rs 50,000/- per month during the training period. After successful completion of training, they will be considered for placement in Officers Grade E-2 with a probation period of 1 year in the respective grade.

Selected **Asstt Officer Trainees (AOTs)** will be on training for a period of one year and will be paid a consolidated stipend of Rs 40,000/- per month during the training period. After successful completion of training, they will be considered for placement in Officers Grade E-1 with a probation period of 1 year in the respective grade.

After successful completion of training period, on absorption, besides Basic Pay, Industrial Dearness Allowance, Perks and other allowances admissible under the Company rules will be payable.

4. PLACEMENT

The selected candidates may be posted in any location, department, function or branch of the Company or Holding Company, subsidiary, associate or affiliate Company or any Joint Venture Company or deputed to any Department

of Govt. of India/ Statutory Body/ other PSUs, etc.

5. SELECTION PROCESS

- a) The selection process shall consist of Computer Based Test and Personal Interview.
- b) All the candidates claiming to fulfil all the eligibility criteria will be called for Computer Based Test without verifying their eligibility.
- c) Computer Based Test for Graduate Engineer Trainees will be of objective type questions with no negative marking and will comprise of 4 sections:
 - Section A: Subject Knowledge comprising of questions related to Qualifying degree required for the applied position.
 - Section B: General Knowledge/ Current Affairs.
 - Section C: Knowledge of English language.
 - Section D: Reasoning & Numerical Ability**80%** of questions will be from Section A.
- d) Computer Based Test for Assistant Officer Trainees will be of objective type questions with no negative marking and will comprise 3 sections:
 - Section A: General Knowledge along with questions on Indian and World Energy Scenario.
 - Section B: Reasoning and Numerical Ability.
 - Section C: Knowledge of English language.**60%** of questions will be from Section A.
- e) Candidates qualifying in the Computer Based Test in order of merit will be called for Personal Interview in the ratio of 1:5.
- f) Candidates must secure minimum qualifying marks of 50% in each stage i.e. (i) Computer Based Test and (ii) Personal Interview (PI), separately, to become eligible for consideration for further selection process.
- g) The final selection of candidates will be based on 85% weightage from CBT and 15% weightage from PI. Offer of Appointment shall be issued to the qualifying candidates in order of merit, based on the number of vacancies and subject to pre-employment medical fitness.

6. SURETY BOND

Candidates joining NRL as GET/AOT will have to execute a Surety Bond executed by parents/ legal guardians /reliable surety of Rs.3,00,000/- (Rupees three lakh only) to serve the Company (or any of the subsidiaries/Joint Ventures of NRL/Holding company of NRL or deputed to any Department of Govt. of India/other PSUs etc. at the discretion of the Company) for a period of three years after successful completion of training. The bond value and minimum period of service may be higher, in case, a GET/AOT is deputed for long term training in a training institute.

7. PRE-EMPLOYMENT MEDICAL EXAMINATION

Appointment to the above posts will be subject to the candidate being found medically fit as per the standards prescribed for the post by the Company. Shortlisted candidates shall be required to get their Pre-Employment Medical Examination done in NRL nominated hospitals or as advised by the NRL competent authority before being considered for appointment to the services of the Company. The opinion of the Hospital/ Medical Officer authorized by the Company in this regard shall be final. Mere issuance of an invitation for medical examination shall not be construed as a guarantee or right to appointment.

8. APPLICATION FEE

An application fee of Rs 1000/- plus GST must be paid via online mode before final submission of the application. Candidates belonging to SC, ST and PwBD categories are exempted from payment of the application fee.

9. CONCESSIONS & RELAXATIONS

- a. Reservation of posts for SC, ST, OBC-NCL, EWS and PwBD (Persons with benchmarked disabilities – with degree of disability 40% or above) are as per Government Directives.
- b. Candidates seeking reservation as SC/ST/OBC-NCL, shall have to produce a certificate in the prescribed proforma (*the format can be downloaded from the Career section of our website www.nrl.co.in*), meant for appointment to posts under the Government of India from the designated authority indicating clearly the candidate's caste, the Act/Order under which the caste is recognized as SC/ST/OBC-NCL and the Village/Town the candidate is ordinarily a resident of. They must also ensure that the name of their caste/community and its spelling in their caste/community certificate should be exactly as mentioned in the lists notified by the Central Government from time to time (*for OBC-NCL category list of castes recognized by the Govt. of India as OBC castes in the central list is available on the site www.ncbc.nic.in, for ST category the list of castes for each state is available on the site www.ncst.nic.in and for SC category the list of castes for each state is available on the site <http://socialjustice.nic.in/>*). A certificate containing any variation in the caste name will not be accepted. Further the OBC certificate should also clearly indicate that the candidate does not belong to creamy layer as defined by the Government of India for applying to posts and services under the Central Government.
- c. The OBC claim of a candidate will be determined in relation to the State (*or part of the State*) to which his/her father originally belongs. A candidate who has migrated from one State (*or part of the State*) to another should, therefore, produce an OBC certificate which should have been issued to him/her based on his/her father's OBC certificate from the State to which he (father) originally belongs.
- d. A person who wants to avail the benefit of PwBD reservation will have to submit a disability certificate issued by a Competent Authority as prescribed in RPwD Act, 2016. Further to this, according to Notification No: 38-16/2020-DD-III-DT.04/01/2021 by Ministry of Social Justice & Empowerment, list of positions/disciplines in which PwBD candidates are eligible to apply for this recruitment drive are given against the vacancies. Appointment in these vacancies will be offered to PwBD candidates after considering the nature of duties & responsibilities of the job, location, hazard, strain & other factors, also considering that the condition is not likely to interfere with the performance of duties of the post with reasonable efficiency and without possible deterioration of his/her health. The final appointment would be based on candidate's medical fitness with respect to job profile of the identified post.

- e. For availing EWS reservation the conditions and format of the certificate will be followed as per DOPT Office Memorandum No. 36039/1/2019 – Estt (Res) dated 31/01/2019.
- f. Maximum age limit is relaxed by 5 years for SC & ST, 3 years for OBC-NCL, 10 years for PwBD (UR), 13 years for PwBD (OBC-NCL) and 15 years for PwBD (SC/ST) candidates against reserved posts.
- g. Maximum age limit is relaxed by 5 years for candidates domiciled in Jammu & Kashmir between 01.01.1980 and 31.12.1989.
- h. Maximum age relaxation by 5 years is applicable for Ex-servicemen & Commissioned Officers (including ECOs/SSCOs) subject to rendering minimum 5 years' service in Armed Forces and fulfilment of other conditions prescribed by Govt. of India.
- i. The OBC candidates who belong to “Creamy Layer” are not entitled for concession admissible to OBC-NCL candidates and such candidates will have to indicate their category as General.
- j. Further the OBC-NCL candidates will have to give a self-undertaking, at the time of Personal Interviews in terms of DOPT memo No. 36012/22/93-Extt. (SCT) dt. 08.09.1993 if called for, indicating that they belong to OBC-Non-Creamy Layer.
- k. Relaxed standards in assessment/selection will be applied for SC, ST, PwBD candidates.
- l. If the SC/ST/OBC-NCL/PwBD certificate has been issued in a language other than English/Hindi, the candidates will be required to submit a self-certified translated copy of the same either in English or Hindi.
- m. Any request for change in Category (GEN/SC/ST/OBC-NCL/ EWS/PwBD) once filled in the online application form, will not be considered and accordingly concession/relaxation applicable will not be extended.
- n. SC/ST/PwBD candidates appearing for CBT will be reimbursed travel fare equivalent to 3-tier AC train from current address to test city by shortest route. Candidates called for interviews shall be reimbursed to and fro 3 tier AC train fare by the shortest route from present address in India, to the place of Personal Interview. No local conveyance will be paid. Format for TA claim is available in our website.

10. APPLICATION PROCESS

- a. Candidates in their own interest are advised to apply & submit application promptly and not to wait till the last date/time for applying online. NRL shall not be responsible if candidates are not able to submit their applications on account of the last-minute rush or technical issues.
- b. Online Application will be accepted from **_10:00 hrs of 20th September 2025 to 23:59 hrs of 10th October 2025** through NRL website www.nrl.co.in (Career Section -> Current openings). No other means / mode of application shall be accepted. Candidates are requested to read the complete instructions hereunder before proceeding to the

application form.

- c. Candidates are required to upload the following documents along with the online application:
- i. Photograph and Signature of candidate (size 50-80kb in jpg/jpeg/png format)
 - ii. Age proof / Date of birth document (max size 1 MB in jpg/jpeg /pdf format)
 - iii. Caste/ Tribe/ Category certificate [for SC/ ST/ OBC (NCL)/EWS] as applicable in the prescribed format issued by the Competent Authority. OBC (Non Creamy layer) category certificate, issued by the Competent Authority should be issued within one year from the date of application. (max size 1 MB in jpg/jpeg /pdf format)
 - iv. PwBD (Disability = 40% and above) certificate, if applicable (max size 1 MB in jpg/jpeg /pdf format)
 - v. Supporting proof for candidates domiciled in the State of Jammu & Kashmir during the period 01.01.80 to 31.12.89 (max size 1 MB in jpg/jpeg /pdf format)
 - vi. Class 10th and 12th Marksheets and Pass Certificates (max size 1 MB in jpg/jpeg /pdf format)
 - vii. Qualifying degree marksheet (Final) and Pass Certificate for candidates applying to the position of Graduate Engineer Trainee (max size 1 MB in jpg/jpeg /pdf format)
 - viii. Marksheet (Final) and Pass Certificate of Graduation and Post-Graduation (max size 1 MB in jpg/jpeg /pdf format) for candidates applying to the position of Assistant Officer Trainee.
 - ix. Valid GATE/NET qualifying certificate (max size 1 MB in jpg/jpeg /pdf format) for candidates applying to the position of Assistant Officer Trainee.

Note: Copies of the same photograph uploaded in the online application form should be retained by the candidate for use during the entire recruitment process. Candidates are advised not to change their appearance till the recruitment process is complete. Failure to produce the same photograph may lead to disqualification.

- d. Candidates have to register prior to filling the online application form with their valid email ID and mobile no. The email id and mobile number provided in online application should remain valid for at least one year as they will be used for further communication regarding the recruitment process. Applications with pseudo / fake email ids will attract appropriate action under the law.
- e. Candidates are advised to submit only one application against one post.
- f. Candidates shall ensure that the information furnished by him/her is true and in case any information furnished by a candidate is found to be faulty/forged, his/her candidature shall be summarily rejected without assigning any reason thereof.
- g. In the event of non-submission of completed application along with application fees (wherever applicable) from candidates for reasons whatsoever, his / her candidature will stand cancelled and no further communication/consideration on the same will be entertained.
- h. Before applying for any post, candidate should ensure that he/ she fulfils the eligibility criteria and other conditions mentioned in this advertisement. NRL would be free to reject any application at any stage of the selection process, if the candidate is found ineligible for the position for which he/ she has applied. No correspondence shall be entertained in this regard.

- i. No hard copy of the application or document should be sent by post to the Office of Numaligarh Refinery Limited.
- j. **Verification of the documents, with the originals, shall be done only if the candidate is shortlisted for Personal Interview.**

11. GENERAL INSTRUCTIONS

- a. Only Indian Nationals are eligible to apply.
- b. Before applying, candidates should ensure that they fulfill the eligibility criteria for the post.
- c. Mere issue of Interview call letter will not imply acceptance of candidature.
- d. All the candidates are requested to remain updated at each step of the recruitment process by visiting our website www.nrl.co.in regularly. Candidates may please note that personal calls and/or interaction with any of the NRL's officials during recruitment drive is discouraged, except when absolutely necessary.
- e. NRL will not be responsible for any loss/ non-delivery of email/ any other communication sent, due to invalid/wrong email id or contact number.
- f. All the qualifications should be from AICTE approved / UGC recognized University/Deemed University. The courses offered by Autonomous Institutions should be equivalent to the relevant courses approved / recognized by Association of Indian Universities (AIU)/UGC/AICTE).
- g. Wherever CGPA/OGPA 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. Candidates are also advised to obtain a certificate to this effect from University / Institute, which shall be required at the time of interview.
- h. The Company also reserves the right to cancel / restrict/ curtail/ enlarge/ amend the recruitment process and/or the selection process thereunder without any further notice and without assigning any reason.
- i. NRL reserves the right to raise the minimum eligibility standards. The Management reserves the right to fill or not to fill all or any of the above positions without assigning any reason whatsoever.
- j. Applications with incomplete / wrong particulars or not in the prescribed format will not be considered.
- k. Candidates presently employed in Government Departments / PSUs / Autonomous Bodies owned by the Government, should keep their employer informed about their application. They must produce 'No Objection Certificate' at the time of interview, failing which they will not be allowed to appear for the interview, and their candidature will not be entertained.
- l. Candidates must be in possession of all applicable educational qualification Certificates and mark sheets at the time of application.
- m. All the details given in the submitted online form will be treated as final and no changes will be entertained. Request for change of Mailing address/ email ID/ category/ posts as declared in the online application will not be entertained.
- n. All applicants must fulfill the essential requirements of the post and other conditions stipulated in the advertisement. They are advised to satisfy themselves before applying. No enquiry asking for advice as to eligibility will be entertained.
- o. The prescribed qualification is the minimum and mere possession of the same does not entitle a candidate for CBT and/ or interview. NRL's decision shall be final in this regard.
- p. Management reserves the right to cancel / restrict /enlarge / modify / amend/ the recruitment/ selection process, if need arises, without issuing any further notice or assigning any reason thereafter.
- q. **Any canvassing directly or indirectly by the applicant will disqualify his/ her candidature.**

Furnishing of wrong/false information will lead to disqualification and NRL will not be responsible for any of the consequences of furnishing such wrong/false information. Since all the applications will be accepted 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 the candidate has furnished false or wrong information or is found ineligible with respect to any of the eligibility parameters, his/her candidature will be rejected. If any of the above discrepancies w.r.t. to eligibility parameters, furnishing of wrong intimation and or suppressing of any material fact is detected / noticed even after appointment, his/her services will be liable for termination without any further notice.

Court of jurisdiction for any dispute will be at Guwahati, Assam.

ANY FURTHER CORRIGENDUM / ADDENDUM WILL BE UPLOADED ONLY IN THE CAREER SECTION OF OUR WEBSITE www.nrl.co.in
