

## HOW TO APPLY (BROAD GUIDELINES)

1) Please read the instructions carefully given in the ‘Advertisement’ and ‘How to Apply’.

Click on **‘Click for Registration / Apply Online’**.



**ऑयल इंडिया लिमिटेड**  
( भारत सरकार का उद्यम )  
**Oil India Limited**  
(A Government of India Enterprise)



*Conquering Newer Horizons*

INDIA LIMITED AT FIELD HEADQUARTERS, DULIAJAN. PLEASE READ THE INSTRUCTIONS CAREFULLY GIVEN IN THE 'ADVERTISEMENT' AND 'HOW TO APPLY'.

S.No.	Important Notes	Particulars	
1.	Important Date(s)	Online Application Commences from	21/08/2020, 07:00 a.m.
		Last Date of Application	18/09/2020, 11:59 p.m.
2.	Essential Document(s) /Certificate(s)/Testimonial(s):	<ol style="list-style-type: none"> <li>1. Employment Exchange Registration Card / Zila Sainik Welfare Office Registration Card valid as on the crucial date i.e. 18/09/2020.</li> <li>2. Admit Card or Pass Certificate or Marksheet of Class 10 issued by the concerned Government Recognized Education Board as valid proof of date of birth issued on or before the crucial date i.e. 18/09/2020.</li> <li>3. Caste Certificate of SC/ST/OBC valid as on the crucial date i.e.18/09/2020, if applicable</li> <li>4. Non-Creamy Layer Certificate, if applicable.</li> <li>5. Income &amp; Assets Certificate To Be Produced By Economically Weaker Sections, if applicable.</li> <li>6. Valid Discharge Book/Service and Release Certificate for Ex-Servicemen (Pages containing Personal Particulars and Service Particulars), if applicable.</li> <li>7. Photo Pass for WCL, if applicable.</li> <li>8. No Objection Certificate from the present employer, if employed in Government/Semi-Government/PSU.</li> <li>9. Pass Certificate and Marksheet of 10+2 issued on or before the crucial date i.e. 18/09/2020.</li> <li>10. Minimum 04 (four) year old and valid Professional Heavy Motor Vehicle Driving Licence issued by Government of Assam/Arunachal Pradesh. The date of issue of the valid Professional Heavy Motor Vehicle Driving Licence issued by</li> </ol>	

[Click for Advertisement No. ER/REC/ADVT-01/2020 for the recruitment of Operator-I \(HMV\), Grade-VII.](#)

[Click for Applicant Login](#)

[Click for Forgot Registration No.](#)

[Click for How to Apply](#)

[Click for Registration / Apply Online](#)

2) Fill up the application form completely with correct/accurate information.

PLEASE ENTER A VALID EMAIL ID AND VALID MOBILE NUMBER TO ENSURE THAT ALL COMMUNICATION SENT IS RECEIVED AT YOUR END.

PLEASE ENTER A VALID EMAIL ID AND VALID MOBILE NUMBER TO ENSURE THAT ALL COMMUNICATION SENT IS RECEIVE



\* The fields marked (\*) are essential/compulsory.

#### \* Primary Details

\*Post Code : OHV12020

\*Post Applied For : OPERATOR-I (HNV), GRADE-VII

\*Employment Exchange :

\*Applicant's Full Name :

\*Father's Name :

\*Mother's Name :

\*Date of Birth (DD-MM-YYYY) :

\*Gender :

\*Religion :

\*Caste Category :

\*Nationality :

3) At the bottom of the application form, click to put a tick mark  in the declaration.

Click **'Next'** to go to the confirmation page.

Click **'Cancel'** to cancel your application.

Declaration :

I hereby declare that the particulars stated in the above application form are true, correct and complete to the best of my knowledge and belief and nothing has been concealed or incorrect information has been furnished. In case any of the information furnished by me in this application is found to be false, incorrect and misleading at any time after submission of the same, I shall be fully responsible for the same and have no objection against the cancellation of my candidature. I will make no claim for appointment against the post and shall also have no objection for taking any legal action as deemed fit by Oil India Limited.

It has been brought to our notice that some unscrupulous individuals/criminal elements are attempting to defraud jobseekers/general public by issuing fake engagement/appointment letters, assuring jobs etc. in Oil India Limited. It may be noted that Oil India Limited has well laid out and transparent policies/procedures and engagement/appointment letters are issued by the Company to selected candidates at the conclusion of such a process. Oil India Limited does not authorize any person/organization outside of Oil India Limited to offer any job on its behalf.

Through this public notice, Oil India Limited warns all job seekers/general public to be vigilant against such unscrupulous elements and reject such engagement/appointment letters, assurance of jobs etc. in the Company. Oil India Limited will not be responsible for any loss/damage suffered either directly or as a consequence of such fake offers from any source whatsoever.

Next

Cancel

4) Check and confirm on this page that the information entered by you in the application form is correct/accurate.

ID MOBILE NUMBER TO ENSURE THAT ALL COMMUNICATION SENT IS RECEIVED AT YOUR END.



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### Primary details

\*Post Code : OHV12020  
\*Post Applied For : OPERATOR-I (HVM), GRADE-VII  
\*Employment Exchange : xxxxxxxx  
\*Registration No. : xxxxxxxx  
\*Applicant's Full Name : xxxxxxxx  
\*Father's Name : xxxxxxxx  
\*Mother's Name : xxxxxxxx  
\*Date of Birth (DD-MM-YYYY) : xxxxxxxx  
\*Gender : xxxxxxxx  
\*Caste Category : xxxxxxxx  
\*Nationality: : Indian

5) At the bottom of the confirmation page, click to put a tick mark  in the declaration and confirmation.

Click **'Edit'** to edit your application form.

Click **'Submit'** to submit your application.

Click **'Cancel'** to cancel your application.

**PLEASE NOTE THAT THE APPLICATION FORM CANNOT BE EDITED ONCE YOU HAVE SUBMITTED THE SAME.**

I hereby declare that the particulars stated in the above application form are true, correct and complete to the best of my knowledge and belief and nothing has been concealed or incorrect information has been furnished. In case any of the information furnished by me in this application is found to be false, incorrect and misleading at any time after submission of the same, I shall be fully responsible for the same and have no objection against the cancellation of my candidature. I will make no claim for appointment against the post and shall also have no objection for taking any legal action as deemed fit by Oil India Limited

I confirm that:  
Email ID. xxxxxxxxxxxx and Mobile No. xxxxxxxxxxxx must be valid till the process of recruitment is over


It has been brought to our notice that some unscrupulous individuals/criminal elements are attempting to defraud jobseekers/general public by issuing fake engagement/appointment letters, assuring jobs etc. in Oil India Limited. It may be noted that Oil India Limited has well laid out and transparent policies/procedures and engagement/appointment letters are issued by the Company to selected candidates at the conclusion of such a process. Oil India Limited does not authorize any person/organization outside of Oil India Limited to offer any job on its behalf.

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6) After submitting the application form, a unique Registration Number will be generated.

Please note down the REGISTRATION NUMBER for future reference.

Click **Click To Login**



The banner features the Oil India Limited logo on the left, which includes a stylized 'O' and 'I' in black and red. To the right of the logo is the text 'ऑयल इंडिया लिमिटेड' (Oil India Limited) in Hindi, followed by '(भारत सरकार का उद्यम)' (Government of India Enterprise) and 'Oil India Limited' in English. Further right is a collage of images showing oil exploration and production. On the far right is a golden oil splash graphic with the tagline 'Conquering Newer Horizons'.

**Registration Details**

Please note down the Regis

Dear Candidate,

You have completed Primary registration of the online application.

Your Registration No. xxxxxxxxxx (Please Note down this Registration Number)


You may note down this and upload your Photo and Signature through Applicant Login. This registration no is very important for tracking status of your application. Your Registration No. has also been sent through E-mail and SMS.

[Click To Login](#) [Click To Home](#)

This page is best viewed with Browser IE8 and above and all recent browsers.

7) Enter your REGISTRATION NUMBER and DATE OF BIRTH to Login.

Click **'Login'**



Oil India Limited  
(भारत सरकार का उद्यम)  
(A Government of India Enterprise)

Conquering Newer Horizons

Applicant Login


\*Registration No. :

\*Date of Birth (DD-MM-YYYY) :

This page is best viewed with Browser IE8 and above and all recent browsers.

8) Payment of the Online Application Fee must be made, if applicable.

Click on **'Click Here to Make Payment'**



Registration No : XXXXXXXXX

### Payment

- For General/OBC candidate(s): ₹200/- as Application Fee exclusive of GST and Payment Gateway/Bank Charges. Application Fee is non-refundable.
- Application Fee must be paid through the payment gateway integrated with the online application system for the concerned post. Payment of Application Fee by any other mode is not acceptable and payments made through other modes will NOT be returned or refunded to the candidate(s).
- SC/ST/Ex-Servicemen/ Economically Weaker Sections (EWS) candidate(s) are exempted from paying Application Fee.

[Click Here To Make Payment](#) [Logout](#)

9) Click **'Choose File'** and upload your recent coloured photograph in '.jpg' format. The dimensions of the photograph should be 165 x 125 pixels (height x width) and between 20KB to 50KB in size.  
Click **'Upload Photo'**.

Click **'Choose File'** and upload your signature in '.jpg' format. The dimensions of the signature should be 80 x 125 pixels (height x width) and between 10KB to 20KB in size.  
Click **'Upload Signature'**.

Click **'Save & Next'**.

The screenshot displays the 'Image Upload Page' with the following elements:

- Page Header:** 'Image Upload Page' in an orange bar.
- Registration No:** 'xxxxxxx'.
- \*Photograph:** A label followed by a file selection interface. The interface includes a 'Choose file' button, the text 'No file chosen', and a blue instruction: 'Image should be of size 165 x 125 pixels in jpg/jpeg format and should be 20 KB to 50 KB'. Below this is a green 'Upload Photo' button. To the right is a large empty rectangular box with a small image icon in the top-left corner.
- \*Signature:** A label followed by a file selection interface. The interface includes a 'Choose file' button, the text 'No file chosen', and a blue instruction: 'Image should be of size 80 x 125 pixels in jpg/jpeg format and should be 10 KB to 20 KB'. Below this is a green 'Upload Signature' button. To the right is a smaller empty rectangular box with a small image icon in the top-left corner.
- Bottom Buttons:** 'Save & Next' and 'Logout' buttons.

Arrows from the text above point to the 'Choose file' buttons for both the photograph and signature fields.

10) Click 'Print Registration Slip'.



Hi, **XXXXXXXXXX**

Your Registration Number is : **XXXXXXXXXX**

Your application has been registered with OIL INDIA LIMITED through the online registration

[Print Registration Slip](#)

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