



INDIAN OIL CORPORATION LIMITED
(REFINERIES DIVISION)
MATHURA REFINERY

Ref : MR/HR/APP/2025

Date – 19.06.2025

In accordance with the provisions mentioned in the advertisement no. MR/HR/APP/2025 dated 03.05.2025, candidates bearing the following IOCL Application Nos. have been provisionally shortlisted for 1st round of Document Verification and subsequent Pre-Engagement Medical Examination subject to meeting the eligibility criteria and Documents found in order upon verification.

The candidates bearing following IOCL Application no.'s are advised to report for Document Verification to be held at **Old Guest House, Mathura Refinery Township, Mathura - 281006** as per the schedule mentioned below:

Trade Apprentice - Attendant Operator (Chemical Plant) Discipline – Chemical (101)				
IOCL Application No.				
Date: 25.06.2025 (Wednesday) Reporting Time: 09:00 AM	50101138000193	50101138000671	50101138000782	50101138000845

Trade Apprentice (Fitter) Discipline – Mechanical (102)				
IOCL Application No.				
Date: 25.06.2025 (Wednesday) Reporting Time: 09:00 AM	50102138000120	50102138000209		50102138000406

Trade Apprentice (Boiler) Discipline - Mechanical (103)				
NIL				

Technician Apprentice Discipline – Chemical (104)				
IOCL Application No.				
Date: 26.06.2025 (Thursday) Reporting Time: 09:00 AM	50104138000066	50104138000083	50104138000169	50104138000308
	50104138000357	50104138000398	50104138000430	50104138000524
	50104138000893	50104138000938		

Technician Apprentice Discipline – Mechanical (105)				
NIL				

Technician Apprentice Discipline-Electrical (106)**IOCL Application No.**

Date: 26.06.2025 (Thursday) Reporting Time: 09:00 AM	50106138000032	50106138000077	50106138000142	50106138000176
	50106138000219	50106138000246	50106138000312	50106138000333
	50106138000377	50106138000483	50106138000642	50106138000755

Technician Apprentice Discipline - Instrumentation (107)**IOCL Application No.**

Date: 26.06.2025 (Thursday) Reporting Time: 09:00 AM	50107138000187	50107138000323

Trade Apprentice-Secretarial Assistant (108)**IOCL Application No.**

Date: 25.06.2025 (Wednesday) Reporting Time: 09:00 AM	50108138000197	50108138000313	50108138000349	50108138000517
	50108138000952			

Trade Apprentice – Accountant (109)

NIL

Trade Apprentice - Data Entry Operator (Fresher Apprentices) (110)**IOCL Application No.**

Date: 25.06.2025 (Wednesday) Reporting Time: 09:00 AM	50110138000101	50110138000145	50110138000251	50110138000253
	50110138000267	50110138000415	50110138000547	50110138000747
	50110138000955			

Trade Apprentice - Data Entry Operator (Skill Certificate Holders) (111)

NIL

IMPORTANT NOTES:

1. The candidates have to ensure that they fulfil each of the eligibility criteria/parameters including qualification (along with minimum % marks in aggregate), age etc, stipulated in our advertisement no. MR/HR/APP/2025 dated 03.05.2025. In case the candidate does not meet the eligibility criteria as laid down in the advertisement, they are directed not to appear for the Document Verification.
2. In case during subsequent verification of certificates / testimonials (including marksheets), contradiction to the claim in the on-line application or any time thereafter is found, the candidature will be summarily rejected at any stage of selection process without any further notice.
3. The Application Nos. mentioned above are not in the order of merit.
4. Candidates shall be required to carry a copy of the online application submitted by him/her, two (2) nos. recent Passport size Color photograph along with **the originals** & self-attested copies of all testimonials for verification as mentioned below:
 - 10th Pass/Matriculation certificate issued by the concerned education board as proof of date of birth.
 - Class XII marksheet issued by the concerned education board; Semester-wise/ year-wise marksheets of ITI (Fitter) issued by NCVET or SCVT/Graduation/Diploma in Engineering.
 - Class XII/Final ITI (Fitter) issued by NCVET or SCVT/Graduation/Diploma Certificate issued by respective Board/ Authority.
 - Conversion certificate from CGPA/OGPA/Letter Grade to percentage of marks, if applicable, from concerned University/Institute.
 - Certificate mentioning the date of publication of result from the Principal of the Polytechnic/ School/College/ Institute from where the candidate pursued his/her Class XII/ITI (Fitter)/ Graduation/ Diploma course, if applicable. Certificate from the Principal of the Polytechnic/ School/College/ Institute from where the candidate pursued his/her Class XII/ITI (Fitter)/ Graduation/ Diploma course must also mention that course was completed by the candidate through Regular Full-time mode (formats available on www.iocl.com) and regarding his/her good conduct.
 - SC/ ST/ Disability Certificate / OBC (NCL) Certificate along with “Declaration” / EWS-Income & Asset Certificate/ “DECLARATION for ECONOMICALLY WEAKER SECTIONS Candidates”. Certificate must be in the prescribed format (available on websites www.iocl.com / www.iocrecruit.in) and issued by the Competent Authority.
 - Print of NATS/ NAPS portal registration with applicant details.
 - Any other Certificate/document, as specified.
5. SC/ST/PwBD candidates appearing for Document Verification will be reimbursed single second class railway fare from the nearest railway station of the mailing address to the place of Document Verification and back by the shortest route on production of ticket, provided the distance is not less than 30 KMs.
6. Original photo ID proof (AADHAAR/ PAN/ Driving License/ Voter Identity Card etc.) along with self-attested copy of the same.
7. Candidates found meeting the eligibility criteria will be advised to report for Pre-Engagement Medical Examination (PEME) after completion of documents verification.
8. Please note that the Medical Examination can stretch up to 3 days or more. Therefore, candidates are advised to make their own arrangement in this regard.

9. The guidelines and criteria for Physical Fitness for Pre Engagement Medical Examination required for engagement at Indian Oil Corporation Ltd. are available on the following link: https://www.iocrefrecruit.in/iocrefrecruit/FILES/Preemployment_Medical_Apprentices.pdf.
10. Filling up of seats is solely at the discretion of the management based upon the suitability of candidates and no claim will arise for engagement, if some of the seats are not filled due to unsuitability / insufficient number of candidates.
11. Other Terms & Conditions as mentioned in our Advertisement No. **MR/HR/APP/2025** dated **03.05.2025** shall remain unchanged.

Note: Candidates are once again advised to bring along with them all the above-mentioned documents failing which their candidature will not be considered for further selection process.

Candidates are requested to ensure that they fulfill all the eligibility criteria as mentioned in the advertisement no. MR/HR/APP/2025 dated 03.05.2025, before appearing for the Document Verification process.

**Mathura Refinery
Recruitment Cell
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