



**INDIAN OIL CORPORATION LIMITED
(REFINERIES DIVISION)
HALDIA REFINERY**

NOTICE

Ref. No. HR/RECTT/01/2025-26(APP)

DATE: 30.12.2025

**SUB: CANDIDATES PROVISIONALLY SHORTLISTED FOR DOCUMENT VERIFICATION FOR
ENGAGEMENT AS TRADE/ TECHNICIAN APPRENTICES AT HALDIA REFINERY**

WITH REFERENCE TO OUR ADVERTISEMENT NO. **HR/RECTT/01/2025-26(APP)** DATED **28.11.2025** AND BASED ON AGGREGATE PERCENTAGE OF MARKS OBTAINED IN THE PRESCRIBED QUALIFICATION FOR ENGAGEMENT AS TRADE/ TECHNICIAN APPRENTICES, THE FOLLOWING CANDIDATES HAVE BEEN PROVISIONALLY SHORTLISTED FOR DOCUMENT VERIFICATION FOR ENGAGEMENT AS TRADE/ TECHNICIAN APPRENTICES AT **HALDIA REFINERY**.

SCHEDULE OF DOCUMENT VERIFICATION:

VENUE OF REPORTING FOR DOCUMENT VERIFICATION	HR DEPARTMENT, 1ST FLOOR, NEW ADMINISTRATIVE BUILDING INDIAN OIL CORPORATION LIMITED, HALDIA REFINERY PO: HALDIA OIL REFINERY, DIST: PURBA MEDINIPUR WEST BENGAL, PIN: 721606
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DATE OF REPORTING FOR DOCUMENT VERIFICATION: 06.01.2026

Sl. No.	Code	Trade/ Discipline	No. of candidates scheduled
01.	101	<i>Trade Apprentice – Attendant Operator (Chemical Plant) Discipline – Chemical</i>	40

REPORTING TIME - 9:00 AM		
Sl. No.	POST CODE	IOCL APPLICATION NO.
1	101	40101146000002
2	101	40101146000004
3	101	40101146000045
4	101	40101146000047
5	101	40101146000084
6	101	40101146000090
7	101	40101146000101
8	101	40101146000109
9	101	40101146000130
10	101	40101146000149
11	101	40101146000150
12	101	40101146000167
13	101	40101146000213
14	101	40101146000221
15	101	40101146000240
16	101	40101146000256
17	101	40101146000259
18	101	40101146000261
19	101	40101146000298
20	101	40101146000304

REPORTING TIME – 1:00 PM		
Sl. No.	POST CODE	IOCL APPLICATION NO.
21	101	40101146000327
22	101	40101146000348
23	101	40101146000364
24	101	40101146000377
25	101	40101146000385
26	101	40101146000397
27	101	40101146000507
28	101	40101146000509
29	101	40101146000515
30	101	40101146000521
31	101	40101146000524
32	101	40101146000558
33	101	40101146000567
34	101	40101146000643
35	101	40101146000705
36	101	40101146000729
37	101	40101146000739
38	101	40101146000746
39	101	40101146000769
40	101	40101146000802

DATE OF REPORTING FOR DOCUMENT VERIFICATION: 07.01.2026

Sl. No.	Code	Trade/ Discipline	No. of candidates scheduled
01.	101	<i>Trade Apprentice – Attendant Operator (Chemical Plant) Discipline – Chemical</i>	10
02.	102	<i>Trade Apprentice (Fitter) Discipline – Mechanical</i>	20
03.	108	<i>Trade Apprentice – Secretarial Assistant</i>	1
04.	109	<i>Trade Apprentice – Accountant</i>	1
05.	110	<i>Trade Apprentice – Data Entry Operator (Fresher Apprentices)</i>	8
06.	111	<i>Trade Apprentice – Data Entry Operator (Skill Certificate Holder)</i>	3

REPORTING TIME - 9:00 AM		
Sl. No.	POST CODE	IOCL APPLICATION NO.
1	101	40101146000826
2	101	40101146000861
3	101	40101146000868
4	101	40101146000893
5	101	40101146001003
6	101	40101146001005
7	101	40101146001016
8	101	40101146001037
9	101	40101146001040
10	101	40101146001071
11	102	40102146000006
12	102	40102146000012
13	102	40102146000023
14	102	40102146000218
15	102	40102146000224
16	102	40102146000248
17	102	40102146000285
18	102	40102146000360
19	102	40102146000374
20	102	40102146000474
21	102	40102146000526
22	102	40102146000569

REPORTING TIME – 1.00 PM		
Sl. No.	POST CODE	IOCL APPLICATION NO.
23	102	40102146000609
24	102	40102146000664
25	102	40102146000667
26	102	40102146000689
27	102	40102146000743
28	102	40102146000871
29	102	40102146000990
30	102	40102146001017
31	108	40108146000113
32	109	40109146000160
33	110	40110146000108
34	110	40110146000151
35	110	40110146000372
36	110	40110146000390
37	110	40110146000431
38	110	40110146000475
39	110	40110146000629
40	110	40110146000858
41	111	40111146000038
42	111	40111146000056
43	111	40111146000330

DATE OF REPORTING FOR DOCUMENT VERIFICATION: 08.01.2026

Sl. No.	Code	Trade/ Discipline	No. of candidates scheduled
01.	104	<i>Technician Apprentice Discipline – Chemical</i>	39

REPORTING TIME - 9:00 AM		
Sl. No.	POST CODE	IOCL APPLICATION NO.
1	104	40104146000040
2	104	40104146000070
3	104	40104146000081
4	104	40104146000105

REPORTING TIME – 1.00 PM		
Sl. No.	POST CODE	IOCL APPLICATION NO.
21	104	40104146000703
22	104	40104146000726
23	104	40104146000731
24	104	40104146000756

5	104	40104146000158	25	104	40104146000773
6	104	40104146000183	26	104	40104146000774
7	104	40104146000267	27	104	40104146000849
8	104	40104146000313	28	104	40104146000867
9	104	40104146000325	29	104	40104146000876
10	104	40104146000383	30	104	40104146000878
11	104	40104146000401	31	104	40104146000885
12	104	40104146000486	32	104	40104146000901
13	104	40104146000487	33	104	40104146000916
14	104	40104146000498	34	104	40104146000922
15	104	40104146000641	35	104	40104146000970
16	104	40104146000659	36	104	40104146000991
17	104	40104146000660	37	104	40104146001015
18	104	40104146000686	38	104	40104146001033
19	104	40104146000698	39	104	40104146001041
20	104	40104146000701			

DATE OF REPORTING FOR DOCUMENT VERIFICATION: 09.01.2026

Sl. No.	Code	Trade/ Discipline	No. of candidates scheduled
01.	105	<i>Technician Apprentice Discipline – Mechanical</i>	17
02.	106	<i>Technician Apprentice Discipline – Electrical</i>	20
03.	107	<i>Technician Apprentice Discipline – Instrumentation</i>	1

REPORTING TIME - 9:00 AM		
Sl. No.	POST CODE	IOCL APPLICATION NO.
1	105	40105146000010
2	105	40105146000011
3	105	40105146000063
4	105	40105146000067
5	105	40105146000094
6	105	40105146000104
7	105	40105146000175
8	105	40105146000196
9	105	40105146000478
10	105	40105146000532
11	105	40105146000663
12	105	40105146000666
13	105	40105146000856
14	105	40105146000888
15	105	40105146001031
16	105	40105146001053
17	105	40105146001060
18	107	40107146000350
19	106	40106146000013

REPORTING TIME – 1.00 PM		
Sl. No.	POST CODE	IOCL APPLICATION NO.
20	106	40106146000053
21	106	40106146000066
22	106	40106146000087
23	106	40106146000126
24	106	40106146000129
25	106	40106146000187
26	106	40106146000272
27	106	40106146000391
28	106	40106146000442
29	106	40106146000528
30	106	40106146000662
31	106	40106146000699
32	106	40106146000722
33	106	40106146000800
34	106	40106146000840
35	106	40106146000872
36	106	40106146000954
37	106	40106146000956
38	106	40106146000985

The application nos. mentioned above are not in order of merit.

IMPORTANT INSTRUCTIONS FOR THE CANDIDATES

THE CANDIDATES ARE ADVISED TO BRING THE **ORIGINAL** AND **ONE SET OF SELF-ATTESTED PHOTOCOPIES** OF THE FOLLOWING DOCUMENTS RELATED TO THEIR AGE, QUALIFICATION, CASTE/CATEGORY (IF APPLICABLE) AND **6 (SIX) COPIES OF COLOUR PASSPORT SIZE PHOTOGRAPHS AND ANY GOVT. ISSUED PHOTO-IDENTITY PROOF IN ORIGINAL (PAN CARD, AADHAAR CARD, VOTER ID CARD, DRIVING LICENCE, PASSPORT ETC.)** AT THE TIME OF REPORTING FOR DOCUMENT VERIFICATION, FAILING WHICH THEIR CANDIDATURE IS LIABLE TO BE CANCELLED.

1	Printout of filled-up On-line Application Form duly signed by the applicant
2	Print of NATS/ NAPS portal registration with applicant details
3	Proof of Date of Birth: 10 th Pass/Matriculation certificate issued by the concerned education board shall be the only acceptable document for proof of date of birth.
4	Class XII marksheets and passing certificate issued by the concerned education board;
5	Semester-wise/ year-wise mark sheets of ITI (Fitter) issued by NCVET or SCVT/Graduation/Diploma in Engineering.
6	Class XII/Final ITI (Fitter) issued by NCVET or SCVT/Graduation/Diploma Passing Certificate issued by respective Board/ Authority.
7	Conversion certificate from CGPA/OGPA/Letter Grade to percentage of marks, if applicable, from concerned University/Institute.
8	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 and regarding his/ her good conduct.
9	SC/ ST/ Disability (PwBD) Certificate / OBC (NCL) Certificate alongwith "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.iocrefrecruit.in) and issued by the Competent Authority.
10	For Candidates applying against Code 111 with Skill Certificate in 'Domestic Data Entry Operator' - Skill certificate issued by an awarding body recognised under National Skill Qualifications Framework or any other authority recognised by the Central Govt. in this regard.
11	Affidavit confirming compliance with all eligibility conditions prescribed for undergoing apprenticeship as per the standard template uploaded (Annexure – A of the Detailed Advertisement)
11	Passport size photograph (6 copies)
12	Photo Identity Proof - Aadhaar Card / PAN Card/ Voter ID Card/ Driving License/ Passport
13	Any other relevant documents/ certificate as specified in support of qualifications, experience, category, medical etc. as mentioned in our Advertisement No. HR/RECTT/01/2025-26 (APP) dated 28.11.2025

CANDIDATES WHOSE DOCUMENTS ARE FOUND TO BE IN ORDER, SHALL BE ADVISED TO UNDERGO PRE-ENGAGEMENT MEDICAL EXAMINATION AT HALDIA REFINERY HOSPITAL, CLUSTER-11, HALDIA REFINERY TOWNSHIP, DIST: PURBA MEDINIPUR, WEST BENGAL, PIN – 721607. THE SCHEDULE OF PRE-ENGAGEMENT MEDICAL EXAMINATION WOULD BE SUBSEQUENTLY COMMUNICATED TO THE CANDIDATES. ACCORDINGLY, THE CANDIDATES ARE ADVISED TO CARRY SUFFICIENT MONEY WITH THEM FOR THEIR TRAVEL, STAY AND MEDICAL TESTS AS SOME MEDICAL TESTS MAY HAVE TO BE DONE OUTSIDE HALDIA REFINERY HOSPITAL.

CANDIDATES (BELONGING TO SC/ST/PwBD CATEGORY) ARE ADVISED TO PRODUCE ORIGINAL BUS/ TRAIN TICKETS (WITH A SET OF PHOTOCOPIES) ALONGWITH TA CLAIM REIMBURSEMENT FORM, BANK DETAILS FORM, CANCELLED CHEQUE, COPY OF SC/ST/PwBD CERTIFICATE ETC. FOR CLAIMING REIMBURSEMENT OF TRAVELLING ALLOWANCE FOR TO & FRO JOURNEY AS PER THE TERMS & CONDITIONS MENTIONED IN THE NOTIFICATION.

NOTE:

THE CANDIDATURE OF ALL THE ABOVE SHORTLISTED CANDIDATES IS PROVISIONAL AND SUBJECT TO THEIR MEETING THE PRESCRIBED ELIGIBILITY CRITERIA NOTIFIED VIDE OUR ADVERTISEMENT NO. **HR/RECTT/01/2025-26 (APP) DATED 28.11.2025** AND VERIFICATION OF DOCUMENTS. IN CASE ANY OF THE CANDIDATES DO NOT MEET THE PRESCRIBED ELIGIBILITY CRITERIA, THEY ARE REQUESTED NOT TO APPEAR FOR THE DOCUMENT VERIFICATION PROCESS. THEREFORE, ALL THE SHORTLISTED CANDIDATES ARE ADVISED TO CAREFULLY READ THE ADVERTISEMENT NO. **HR/RECTT/01/2025-26 (APP) DATED 28.11.2025** PUBLISHED IN THE OFFICIAL WEBSITE OF IOCL i.e. www.iocl.com

THE CANDIDATURE OF ANY CANDIDATE IS LIABLE TO BE CANCELLED IF AT ANY STAGE OF THE SELECTION PROCESS IT IS FOUND THAT HE/ SHE DOES NOT MEET THE PRESCRIBED ELIGIBILITY CRITERIA AND OTHER TERMS & CONDITIONS AS MENTIONED IN THE RELEVANT ADVERTISEMENT.

SHORTLISTING OF THE CANDIDATES FOR THE DOCUMENT VERIFICATION PROCESS DOES NOT CONFER ANY RIGHT ON THE CANDIDATE FOR ENGAGEMENT AS APPRENTICES AT HALDIA REFINERY.

FOR ANY CLARIFICATION/ QUERIES REGARDING THE DOCUMENT VERIFICATION PROCESS, CANDIDATES MAY CONTACT AT THE FOLLOWING NUMBERS: **03224-223289 / 03224-223262 / 8101474673/** email ID **hrrectt@indianoil.in** .

RECRUITMENT TEAM
INDIAN OIL CORPORATION LIMITED
HALDIA REFINERY
