



MANGALORE REFINERY AND PETROCHEMICALS LIMITED
(A Subsidiary of Oil and Natural Gas Corporation Limited)
CIN No. : L23209KA1988GOI008959
 Kuthethoor Post, Mangalore – 575030
 Ph- 0824- 2882126/2128/2113

Advertisement No. 75/2019

Date of opening of online application portal : **05/06/2019**

Last date for submission of online applications: **04/07/2019**

RECRUITMENT OF ENGINEERS AND LABORATORY SUPERVISOR IN 'A' GRADE OF MANAGEMENT CADRE THROUGH GATE 2019

Mangalore Refinery and Petrochemicals Limited (MRPL), a Schedule 'A' Mini Ratna Central Public Sector Enterprise and subsidiary of ONGC; India's top energy company is operating a 15 Million Metric Ton state-of-the-art Refinery located in a beautiful hilly terrain, north of Mangaluru city, in Dakshina Kannada District of Karnataka State. The refinery has got a versatile design with complex secondary processing units and a high flexibility to process Crudes of various API, delivering a variety of quality products. It also incorporates a Polypropylene unit having a capacity of 440 KTPA.

MRPL also operates a world-class petrochemical unit capable of producing 1 Million Tons of Para Xylene through its subsidiary ONGC Mangalore Petrochemicals Limited (OMPL)

If you have the desire to excel then we welcome you to join the team and contribute towards the development of the nation. We are looking for bright, energetic, aspirant and dedicated youths (Indian Nationals only) for recruitment of Management Cadre in 'A' grade through Graduate Aptitude Test in Engineering (GATE)-2019.

The selection process consists of Group Discussion and Personal Interview. The initial shortlisting of candidates for the aforesaid selection process will be based on **GATE-2019 score. GATE score of 2018 or any other previous examination is not valid**

The details of eligibility criteria regarding disciplines, prescribed educational qualification, age and other eligibility criteria and application procedure is mentioned below:

I MINIMUM ESSENTIAL EDUCATIONAL QUALIFICATION

Table 1

Sl. No	Engineering Stream/Position	No. of posts	GATE-2019 papers & code	Base Qualification* (BE/B.Tech./B.Sc. Engineering)
1	Chemical	06	Chemical Engineering(CH)	Chemical Engineering/Chemical Technology/Petrochemical Engineering/Petrochemical Technology
2	Mechanical	09	Mechanical Engineering(ME)	Mechanical Engineering
3	Electrical	03	Electrical Engineering(EE)	Electrical Engineering/Electrical & Electronics Engineering
4	Instrumentation	04	Instrumentation Engineering (IN)	Instrumentation Engineering/Electronics & Instrumentation Engineering/Instrumentation & Control Engineering/Instrumentation & Electronics/Instrumentation & Process Control/Instrumentation Technology

5	Civil	03	Civil Engineering(CE)	Civil Engineering
6	Information Systems	01	Computer Science and Information Technology (CS)	Engineering in Computer Science
7	Laboratory Supervisor	10	Chemistry (CY)	Master of Science (M.Sc.) in Chemistry or equivalent degree with specialization in any of Analytical Chemistry, Physical Chemistry, Organic Chemistry, Inorganic Chemistry, Applied Chemistry, Industrial Chemistry, Polymer Chemistry, Petroleum Chemistry, Environmental Science, Environmental Chemistry, Applied Environmental Chemistry and (General) Chemistry

*Candidates having any other degree/combination degree, example Production Engg. Automobile Engg. Mechatronics, Construction Engg. etc. other than those specifically mentioned above are not eligible to apply. These exclusions are only indicative and not exhaustive.

Candidates selected shall be placed at different departments as per the requirement of the Company. The candidates are required to work in shifts.

II SCALE OF PAY, PROBATION AND EMOLUMENTS

Candidates selected shall be placed on probation as per Company Rules in A grade in the scale of pay of Rs.60,000-1,80,000. In addition DA (on IDA pattern), HRA/Township Accommodation, Perks & Allowances under cafeteria approach and other allowances/benefits as per Company Rules will be admissible.

III EDUCATIONAL QUALIFICATION & OTHER ELIGIBILITY CRITERIA

- a) Candidate shall possess valid GATE-2019 score in the corresponding GATE-2019 papers mentioned above.
- b) Candidates should have passed qualifying degree examinations (base qualifications specified at above **Table-1**) and awarded bachelor's degree in engineering/technology/ Master of Science(M.sc) in the above mentioned disciplines from recognized Indian Universities / Institutes.
- c) Candidates applying against Un-reserved posts, posts reserved for EWS & posts reserved for OBC (Non-Creamy Layer) should have **minimum 60% aggregate marks** in the qualifying degree examination (base qualifications specified at above **Table-1**). Candidates applying against posts reserved for Scheduled Caste (SC)/Scheduled Tribe (ST) and posts reserved for Persons with Disability (PWD) category should have **minimum 50% aggregate marks** in the qualifying degree examination (base qualifications specified at above **Table-1**).
- d) All qualification must be from UGC recognized Indian University / UGC recognized Indian Deemed University or AICTE approved Autonomous Indian Institution / Concerned Statutory Council (wherever applicable)/Board of Technical Education.
- e) Minimum aggregate percentage of marks in the essential qualification as indicated above shall be aggregate of all semesters to be calculated taking average of all semesters/years, irrespective of the weightage to any particular semester/year by the Institute/University. Aggregate percentage of marks shall not be rounded off (**for example 59.99 % not be rounded off as 60 %**).
- f) In case CGPA/OGPA/Grade is awarded by university, the equivalent percentage shall be derived based on the formula provided by the University for converting the grade to percentage. If no formula is prescribed by the University, **the equivalence in percentage of marks will be established by multiplying the CGPA/OGPA/Grade by a factor of 10 subject**

to the condition that the candidate has to submit documentary proof that the University does not have any formula for conversion of CGPA/OGPA/Grade to percentage. Relaxation in percentage of marks in the qualifying examination for SC/ST category is applicable only to the posts reserved for SC/ST as the case may be.

- g) Engineering Degree can be B.E / B.Tech / B.Sc. Engineering (04 year course).
- h) Candidates having five years BE/B.Tech + ME/M.Tech integrated dual degree in engineering in relevant discipline shall also be considered at par with B.E /B.Tech/B.Sc. Engineering.
- i) Candidates pursuing/completed M.Tech in any disciplines, other than those mentioned above, for being eligible, must have completed BE/B.Tech/B.Sc. Engineering in one of the above mentioned qualifying degree examination (base qualifications specified at above **Table-1**) and have valid GATE-2019 score in the above mentioned qualifying degree examination, are eligible to apply.
- j) Integrated ME/ M.Tech candidates will be eligible, if they have already completed the course requirement for award of BE/ B.Tech/B.SC. Engineering in one of the qualifying degree examination (base qualifications specified at above **Table-1**) and have completed ME/ M.Tech.
- k) If a candidate pursues integrated ME/M.Tech Programmes and is awarded two separate degrees ie. BE/B.Tech and ME/M/Tech, then the % of marks/CGPA obtained by the candidates in BE/B.Tech will be considered to determine the eligibility of the candidates.
- l) If a single degree i.e. ME/M.Tech is awarded to the candidates at the end of integrated ME/M.Tech programme, then the consolidated marks obtained by the candidate at the end of integrated ME/M.Tech programme will be reckoned for deciding the eligibility.

IV RESERVATION OF POSTS, AGE RELAXATION FOR RESERVED CATEGORIES AND PLACE OF POSTING

Table 2

Sl. No.	Engineering Stream/Position	No. of posts	Reservations					Upper age limit**
			UR	SC	ST	OBC (NCL)	EWS	
1	Chemical	6	2	1	-	3	-	28 years for UR category (Refer clause IV (c), IV(d) IV(e), IV(f) and IV(g))
2	Mechanical	9#	3	1	1	3	1	
3	Electrical	3	2	1	-	-	-	
4	Instrumentation	4#	2	-	1	1	-	
5	Civil	3	2	-	-	1	-	
6	Information Systems	1#	1	-	-	-	-	
7	Laboratory Supervisor	10	4	1	1	3	1	

Abbreviations Used: UR-Un reserved, OBC (NCL)- Other Backward Class (Non-creamy layer), SC- Scheduled Caste, ST-Scheduled Tribe, EWS- Economically Weaker Section

- a) Posts identified for Persons with Disability (PWD) category

The above posts are identified suitable for candidates belonging to PWD category and having minimum 40% disability as under:

Table 3

Sl.No.	Engineering Stream/Position	PWD Category Eligible
1	Chemical/Laboratory Supervisor	OH(OA), OH(OL)
2	Mechanical	OH(OL), HH

3	Electrical/ Instrumentation	OH(OL), HH
4	Civil	OH(OL),OH(OA), HH

Abbreviations Used: OH – Orthopedically Handicapped, OA - One Arm, OL – One Leg, BL- Both Leg, HH - Hearing Handicapped, VH-Visually Handicapped, LV – Low Vision,

b) Posts reserved for Persons with Disability (PWD) category

#One post in Mechanical is reserved for HH (Hearing Handicapped) category.

#One post in Instrumentation is reserved for HH (Hearing Handicapped) category.

Post in Information System is reserved for VH (Visually Handicapped- Low Vision).

c) **Age relaxation for SC/ST/OBC category

The upper age limit is relaxable for SC/ST category by **5 years, only for posts reserved for SC/ST** as the case may be. For OBC (Non-Creamy layer) category the age is relaxable by 3(three) years, **only for the posts reserved for OBC (Non-creamy layer).**

d) ** For posts in UR/EWS category, all candidates have to meet the age limit specified for UR category.

e) **Age relaxation for candidates belonging to Persons with Disability (PWD) category having minimum 40% disability

In addition to the upper age limit specified above for SC/ST/OBC/UR category, Persons with Disability (PWD) category candidates having minimum 40% disability are entitled for 10 (ten) years relaxation.

f) **Age relaxation for Ex-servicemen.

In case of Ex-servicemen who have put in not less than six months continuous in the Armed Forces of the Union, they shall be allowed to deduct the period of such services from their actual age, and if the resultant age does not exceed by more than 3 years than the maximum age limit prescribed for the posts/ services for which the candidate seeks appointment, he/she be deemed to satisfy the conditions regarding the age limit. Relaxation in age as above shall always conform to the directives / guidelines / instructions issued by the Government of India from time to time.

g) **For regular employees of MRPL, maximum upper age limit is 45 years.

h) For getting the benefits of reservation under OBC(NCL) category:

- The name of caste and community of the candidate must appear in the '**Central list of Other Backward Classes' as per Ministry of Social Justice and Empowerment(Govt of India).**
- The candidates must **not** belong to **creamy layer.**
- The candidates need to furnish their **OBC(Non Creamy Layer) certificate as per the format prescribed by Government of India and it must be issued on or after 1st Nov 2018.**
- Only those candidates who have OBC (Non-creamy layer) certificate in the format prescribed by the Central Government (format available at MRPL website) can apply for post reserved for OBC. Other candidate in OBC category who do not fall in the Central list of OBCs can apply only for Un-reserved (UR) category posts and the candidates have to write the category as "UR" in the online application form.

- In case the candidate apply for a post reserved for OBC(NCL) category and does not submit OBC (NCL) certificate in the prescribed format at the time of interview , their candidature will not be considered and they will not be allowed to appear for interview.

i) For getting the benefits of reservation under EWSs category:

(i) The candidates seeking reservation under EWS will have to Upload/ submit at the time of online application and interview, an income and asset certificate issued by a Competent Authority, The Prescribed format and the Competent Authority have been mentioned in DOPT Office Memorandum no 36039/1/2019-Estt(Res) dated 31/01/2019.

- j) The job location/initial place of posting for the above positions is Mangalore. However, employees are liable to be transferred to any place in India or abroad, within the same organization, or one of the group companies of ONGC or any other organization as per the requirement of MRPL.**
- k) The cut off date for deciding the maximum permissible age shall be 04/07/2019.**

NOTE:

- a) **CANDIDATES ARE REQUIRED TO SUBMIT THE ONLINE APPLICATION FORM ONLY ONCE.** In case of multiple applications the candidature shall be summarily rejected.
- b) No printed / hard copy of the filled Application Form or any other supporting documents is to be sent unless asked to submit specifically.

V SELECTION PROCESS

For the above posts the selection methodology will comprise of GATE 2019 Score, Group Discussion and Personal Interview.

- a) The short-listing of candidates will be done based on the percentage of marks obtained by them in the GATE 2019 examination. Score from GATE-2018 or from any previous GATE examination is not valid. The marks obtained out of 100 in the GATE Score Card will be taken into consideration for short listing the candidates. The candidates will be called for further selection process in the ratio of 1:5 (i.e. 1 Post: 5 candidates, as per the reservation of posts).In case multiple candidates are having same GATE marks, then the candidate who has got higher marks in the Base qualification mentioned at Table-1 above will be considered for further selection process.
- b) Further Selection process comprises of Group Discussion and Personal Interview.
- c) There will not be any separate cutoff/ qualifying marks for Group Discussion and Personal Interview. The Final merit list of candidates shall be prepared based on total sum of weightage of GATE score, Group Discussion and Personal Interview Marks. 85% weightage shall be given to GATE score and 5 marks will be given for Group Discussion and 10 marks for Personal Interview.

VI GENERAL INFORMATION / INSTRUCTIONS:

- a) No other Qualification other than expressly mentioned in the Qualification Criteria would be accepted.
- b) The Call letter for the Group Discussion and Personal Interview indicating the time and venue for each candidate can be downloaded from MRPL website only **21** days prior to the date of Group Discussion and Personal Interview onwards. The call letter shall also be dispatched by Post to the eligible candidates.

- c) It is mandatory for all the candidates to upload their Photograph, Signatures, GATE – 2019 Score Card, Caste Certificate/PWD certificate/Income and Asset Certificate for EWS Category as specified without any exception.
- d) Candidates should comply with additional instructions of MRPL, if any.
- e) No correspondence will be entertained about the outcome of the application, at any stage.
- f) Candidate must ensure to have fulfilled all the eligibility criteria specified in the advertisement as on **04/07/2019**. Candidates should satisfy themselves that they fulfill the required qualification and other eligibility criteria, before applying for the post. In case it is found that the information furnished by a candidate is defective in any manner or has been deliberately suppressed, the candidature will be summarily rejected as and when it comes to the notice of the Management. The candidates are advised to satisfy themselves fully about the correctness of the information furnished. The candidature would be rejected if found ineligible at any stage.
- g) Issue of call letter for Group Discussion and Personal Interview does not confer any right of acceptance of candidature and should not be construed as an acknowledgment of fulfilling the eligibility criteria.
- h) Before registering/submitting applications on the website, the candidates should follow the instructions given in advertisement/website and possess the following:
- i. **Valid E-Mail ID and Mobile No.:** The E-Mail ID and Mobile No. entered in the Online Application Form should remain valid / active until the recruitment process is completed. No change in the Email ID and Mobile No. will be allowed once submitted. The candidate himself/herself will be responsible for wrong or expired E-Mail ID & Mobile No.
 - ii. **PHOTOGRAPH:** One recent color passport size photograph preferably with white background, not more than three months old is to be SCANNED AND UPLOADED in the space earmarked in the online application Form. Size of the file for photograph should be between 20kb-40kb.
 - iii. **SIGNATURE:** Signature (in Blue/Black ink) against white background is to be SCANNED and UPLOADED in the space earmarked in the Online Application Form and as per the guidelines given on website. Candidates must ensure that the signatures are identical throughout the Recruitment process at all stages and/or places. If any variation is found between the signatures, the candidature is liable to be cancelled. Candidate is advised to confirm his/her uploaded signature which should be clearly visible/identifiable at the appropriate place. Size of file should be between 10kb-20kb.
 - iv. **GATE – 2019 Score Card:** candidates should keep ready scanned copy of GATE 2019 score card (size less than 100 KB) in pdf format only.
 - v. **Caste Certificate, PWD Certificate, Income and Asset Certificate for EWS Category:** OBC/SC/ST/PWD/EWS candidates will have to upload scanned copy of their relevant Caste /Disability/**Income and Asset Certificate for EWS Category** certificates. The size of these scanned copies should be within 100 kb and in .jpg/.pdf files only.
- i) In case of any clarification on recruitment process, please email at recruit1@mrpl.co.in. No other form of communication shall be entertained. However, pendency of any such query will not effect in extension of scheduled dates of the recruitment process.
- j) The decision of MRPL in all matters relating to the conduct of Group Discussion and Personal Interview and preparation of merit list will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.

VII APPLICATION FEE

- a) Candidates belonging to General/OBC (including non-creamy layer)/ EWS category has to pay a non-refundable application fee of **Rs 100/- (Rupees One Hundred only)**. Bank charges/Taxes, if any, has to be borne by the candidates. SC / ST / PWD/ Ex-Serviceman/

categories and regular employees of MRPL are exempted from payment of Application fee. The application fee has to be paid through any one of the following modes of payment:

- i. SBI Internet Banking, other major bank's Internet Banking; Debit/Credit Cards (The additional bank charges/taxes for all such transactions is to be borne by the candidates in addition to the Application Fee of Rs. 100/-). The last date for making the Payment of Application Fee through this mode is **04/07/2019**.
 - ii. Cash Payment through e-challan at branches of SBI. The additional bank charges/taxes for Challan Mode is to be borne by the candidates. Last date for making the Payment of Application Fee by e-Challan is **04/07/2019**.
- b) It is in the interest of the candidates to use online mode other than the challan mode to instantly complete the registration process and generate the registered application form.

VIII HOW TO APPLY

Filling up of Application Form is in two parts viz:

1. PART- I:

- a) A candidate fulfilling the eligibility criteria shall log on to "Human Resource ➡ Careers" page of www.mrpl.co.in and click on the link "[Recruitment through GATE-2019: Advt.No.75/2019](#)". No other means/mode of application will be accepted.
- b) Before filling the application online, candidate has to ensure that he/she is fulfilling the advertised qualification specifications by reading the detailed advertisement available on the link "[Detailed advertisement- Advt.No.75/2019](#)"
- c) If the candidate is fulfilling the advertised qualification specifications, then he/she can click the link "[Apply Online- Advt.No.75/2019](#)" and fill the details in the respective fields.
- d) Candidate will have to fill the requisite information like Candidate's Name, Gender, Date of Birth, Category, whether Person with Disability, whether Departmental (MRPL) employee, Educational Qualification, E-mail Id, Mobile Number, Communication Address, Declaration, Details of arrest/Prosecution by any court, etc. On submission of Details, Candidate will be prompted to check the filled details and fill/make corrections if any, otherwise to SUBMIT his/her final data.
- e) Photograph and Signature is to be up-loaded as per instructions given on the website in the link "Guidelines for scanning the Photograph, Signature, GATE-2019 Score Card, Caste Certificate, PWD Certificate, Income and Asset Certificate (for EWS Category)". There will be 6 separate links for uploading Photograph, Signature, GATE-2019 Score Card, Caste Certificate, PWD Certificate, Income and Asset Certificate (For EWS Category). Click on the respective link "Upload Photograph, Signature, GATE-2019 Score Card, Caste Certificate, PWD Certificate, Income and Asset Certificate (For EWS Category)".

Recent passport size color photograph, preferably with white background, must be used. Size of the file for photograph should be between 20kb-40kb.

For signature the candidate has to sign on white paper with Blue/ Black Ink pen. If the candidate's signature at subsequent stages, if applicable, does not match the scanned signature on the Admit Card/Attendance Sheet, the candidature of the candidate will be disqualified. Candidates must ensure that the signatures are identical throughout the Recruitment process at all stages and/or places. If any variation is found between the

signatures, the candidature is liable to be cancelled. Size of file should be between 10kb-20kb.

The candidate has to scan and upload the relevant GATE- 2019 score card also. In case of failure of uploading the relevant certificate/document, the candidature will not be accepted.

Candidates belonging to reserved categories (SC/ST/OBC-Non creamy layer/PWD/EWS) has to scan and upload the relevant Certificate issued by the prescribed authority. In case of failure of uploading the relevant certificate/document, the candidature will not be accepted. The prescribed format of SC/ST/OBC-Non creamy layer/PWD/EWS certificate is available at ““Human Resource ➡ Careers”” page of www.mrpl.co.in .

Online Application Form will not be Accepted/Registered unless the candidate uploads his/her photograph, signature and certificate/document (if applicable) as specified.

After uploading, Candidates have to preview the uploaded images. Here the candidate is advised to see that, his/her uploaded photograph is clearly visible/ identifiable in the appropriate row and the specimen signature is also visible in appropriate space. If for any reason uploaded images are not up to the mark then the candidate can upload these images again by following the same procedure. In no case these spaces should be swapped. If the candidate is satisfied with the uploaded images, he/she may proceed further.

f) Submission of Application:

- The candidate may review all the filled information before clicking on the declaration.
- If a candidate finds that all the filled information are correct then he/she can select the declaration and click on final SUBMIT button given on page, otherwise EDIT the information filled by him/her.

The candidate should cross check all the details filled in the Online Application, before finally submitting the same, as no correction will be possible later.

For the candidates Exempted from Application Fee:

(For SC/ST/PWD/EX-SERVICEMAN):

- Once a candidate clicks on SUBMIT button a Registered Application Form will be generated having unique Registration Number. Candidates are advised to take a print of the Registered Application Form for their records and future reference.
- Candidates exempted from Application fee will get a Registration Number as confirmation through SMS and/or E-mail, which can be used along with combination of Date of Birth to print the Registered Application Form. Thus the process for registration of Candidates exempted from Application Fee gets completed. The Registration number along with Date of Birth can also be used for downloading the Call Letter for which information shall be notified in the designated MRPL website. In case the candidate is not able to take the printout of the Registered Application Form and also does not receive SMS and/or Email indicating Registration Number, the candidate can download / access the same by link “Click here to Print/Reprint Registered Application Form/ To make the Payment of Application Fee if earlier attempt was not successful (Re-login)” given on the website.

2. PART-II

For the candidates who have to pay Application Fee:

(It is NOT APPLICABLE for SC/ST/PWD/EX-SERVICEMAN)

- a) A link will be provided on the website for payment which would take the candidate to '<https://www.onlinesbi.com/>' after making the **PROVISIONAL** Registration. The candidate would then follow the instruction as given on SBI Link to complete the payment. The

candidate can make payment through Internet banking/ Debit Card (Visa or Masters) / Credit Card (Visa or Masters) / Bank e- Challan. **After making the payment a Payment Slip will be generated on screen, the candidates should take the print of that payment slip or save for further reference.**

- b) Candidates who wish to make payment through e-Challan will visit the same link '<https://www.onlinesbi.com/>' and follow the instructions to download the e-Challan. The candidate will visit the nearest SBI branch to make cash payment and obtain SBI Collect Reference Number **and revisit the online portal** to furnish the necessary payment details to complete the registration process.
- c) Candidates who wish to make the payment later on should click on the link: "Click here to Print/Reprint Registered Application Form" to make the Payment of Application Fee if earlier attempt was not successful the candidates should click on "RE-LOGIN" given on the website.
- d) It is mandatory to submit the details of SBI Collect Reference Number (10 digit alphanumeric reference number starting with DU) printed on e-receipt and deposit date again in online portal by login through Unique Payment Reference Number after making the payment. If a candidate fails to submit these details in online portal within due date after making the payment, his/her application shall be treated as INCOMPLETE and summarily be rejected.
- e) Bank commission charges will be borne by the Applicants. In case the candidate deposits the fee in a wrong account, MRPL will not be responsible. Application Fee deposited after **04/07/2019** will not be valid.
- f) Fees once paid will not be refunded under any circumstances. Candidates are, therefore, requested to verify their eligibility before applying and payment of Application Fee.
- g) Candidate should note that in case status of payment shown by SBI is not "success" for their transaction, i.e. status of payment shown by SBI is "pending", "failure", "rejected" or any other technical issue, then it is the responsibility of candidate to ensure that payment made to MRPL is successful within due date. In case transaction is reversed by SBI to candidate or cancelled and payment is not received by MRPL within due date, the candidature shall be summarily cancelled.
- h) Candidate should also note that in case the payment details filled up by candidates in online system is not matching with the transaction details provided by SBI, their candidature shall be summarily cancelled.
- i) Cheque, Money Orders, Postal Orders, Pay Orders, Banker's Cheque, Postal Stamps, Demand Drafts etc., will not be accepted, towards application fee.

IX DOCUMENT VERIFICATION BEFORE GROUP DISCUSSION & PERSONAL INTERVIEW

Candidates who are shortlisted for Group Discussion (GD) and Personal Interview need to produce the following documents in original during verification and have to submit one set of self-attested photo copy of the same. Non-possession of any of the document shall make the candidature void-ab-initio.

Table 4

<u>Sl. No.</u>	<u>Particulars</u>	<u>Documents to be produced for verification during interview</u>
1	Proof of Age (any one of the document mentioned)	<ol style="list-style-type: none"> a) SSLC marks card indicating date of birth or b) Matriculation certificate indicating date of birth or c) School leaving certificate indicating date of birth or d) Municipal birth certificate.
2	Educational qualification [Class X, XII, Diploma, Degree, Post-Graduation (as	<ol style="list-style-type: none"> a) All mark sheets & certificates of educational qualifications b) For Diploma/Degree/Post Graduation the individual mark sheet of all semesters/years has to be submitted. Only last semester/year mark sheet with details of all previous semester/year marks shall not be considered and will lead to

	applicable for the post applied for]	rejection of the candidate. Consolidated mark sheet showing details of all semesters/ years marks and all subjects studied can be submitted in case the University is not issuing individual mark sheets for each semester/year. c) Diploma/Degree/Post Graduation certificate has to be submitted. In case the candidate has not got Diploma/Degree/Post Graduation certificate then provisional diploma/degree certificate needs to be submitted. Non-submission of Diploma/Degree/Post Graduation will lead to rejection of the candidature and the candidate will not be allowed to appear for interview
3	Caste certificate [SC/ST/OBC(Non-Creamy Layer)]/Income and Asset Certificate (EWS)	Caste certificate [SC/ST/OBC (Non-Creamy Layer)]/Income and Asset Certificate (For EWS) issued by the Competent Authority in the prescribed format. The prescribed format of certificates is available for download at the “Human Resource ➡ Careers” page of www.mrpl.co.in . Non-submission of caste certificate/ Income and Asset Certificate will lead to rejection of the candidature and the candidate will not be allowed to appear for interview.
4	PWD certificate	Candidate belonging to Persons with Disability (PWD) category shall submit the PWD certificate issued by the Competent Authority. The prescribed format of certificate is available for download at the “Human Resource ➡ Careers” page of www.mrpl.co.in . Only such person, who suffers from not less than 40% of relevant Disability are eligible to be considered under PWD as per “the Rights of Persons with Disabilities Act, 2016. Non-submission of PWD certificate will lead to rejection of the candidature and the candidate will not be allowed to appear for interview
5	Ex-serviceman	Candidates belonging to Ex-serviceman category shall submit the documents issued in this regard by the Competent Authority
6	No Objection Certificate (NOC)	Candidate employed in Central/State Government/Public Sector Enterprises/Autonomous bodies, should produce the NO OBJECTION CERTIFICATE at the time of interview failing which they will not be allowed to appear for the Group Discussion and Personal Interview.

X OTHER INSTRUCTIONS :

- a) The job in technical disciplines involves working in rotating shifts (including night shifts)
- b) SC/ST/OBC (Non Creamy Layer) & PWD category will be eligible for concessions as notified by the Government of India from time to time.
- c) Candidates called for Group Discussion and Personal Interview shall be reimbursed Traveling Expenses as follows from their correspondence address/actual place of travel on production of actual tickets by the shortest route. Local Travel cost, if any, shall be borne by the candidates.
 - i) For candidates called for Group Discussion and Personal Interview – 3AC train fare **OR** A/c bus fare limited to 3AC train fare.

PWD category candidates will be reimbursed travel cost as above, for one attendant wherever applicable, as per Govt. guidelines.

- d) The prescribed qualification/experience are the minimum and mere possession of the same will not entitle a candidate for Group Discussion / Personal Interview. MRPL's decision shall be final in this regard. MRPL reserves the right to raise the minimum eligibility standards. MRPL also reserve the right to fill or not to fill all or any of the notified positions without assigning any reason whatsoever. Only shortlisted candidates who are found apparently eligible based on the notified specifications and the candidatures given in their application form will be called for Group Discussion and Personal Interview as the case may be.
- e) Candidates employed in Central/State Government/Public Sector Enterprises/Autonomous bodies shall either forward their application through Proper Channel or shall produce No Objection Certificate (NOC) from their present employer at the time Group Discussion /Personal Interview. In case, the application is not forwarded through proper channel or the candidate fails to produce NOC from his/her present employer at the time of Group Discussion /Personal Interview, his /her candidature will not be considered. Candidates employed in MRPL has to apply as per the extant rules of MRPL.
- f) Working knowledge of Hindi is desirable.
- g) Requests for change of category once declared in the application will not be entertained.
- h) Satisfactory Character & Antecedents report would be required once selected and the Management reserves the right to out-rightly dismiss the candidate whose report is not found satisfactory. Candidates need to specify details of arrest/prosecution by any court in clause VIII, Part I(d) while filing the information.
- i) Candidates must mention correct and active e-mail ID/Contact nos. for various communications.
- j) Documents as specified under clause VI(c) will have to be uploaded by the candidates. No hard copy of documents are required to be sent.
- k) Any canvassing directly or indirectly by the applicant will disqualify his/her candidature.
- l) Candidature of the applicant is liable to be rejected at any stage of the recruitment process or after recruitment or joining, if any information provided by the candidate is found to be false or is not found in conformity with eligibility criteria mentioned in the advertisement.
- m) Any legal proceeding in respect of any matter of claim or dispute arising out of this advertisement and / or an application in response there to can be instituted only in Mangalore and courts / tribunals / forums at Mangalore only shall have sole and exclusive jurisdiction to try any such case/ dispute.
- n) Management reserves the right to create and operate a panel of suitable candidates, for one year.
- o) Any corrigendum/addendum in respect of the above advertisement shall be made available only on our official website www.mrpl.co.in under the head "Human Resource ➡ Careers". No further press advertisement will be given. Hence prospective applicants are advised to visit MRPL website regularly for latest updates.
- p) In case any dispute arises on account of interpretation in versions other than English, English version will prevail.

XI IMPORTANT DATES AND LINKS

Date of commencement of online application	05/06/2019 at 10.00 Hrs (IST)
Date of closing of online application	04/07/2019 till 18.00 Hrs (IST)
Availability of call letter for Group Discussion and Personal Interview	21 days prior to date of Group Discussion and Personal Interview
Date of Group Discussion and Personal Interview	Will be announced on MRPL website https://mrpl.co.in/

IN ORDER TO AVOID LAST MINUTE RUSH, THE CANDIDATES ARE ADVISED TO APPLY EARLY ENOUGH. MRPL WILL NOT BE RESPONSIBLE FOR NETWORK PROBLEMS OR ANY OTHER PROBLEM IN SUBMISSION OF ONLINE APPLICATION.