



MANGALORE REFINERY AND PETROCHEMICALS LIMITED
(A Subsidiary of Oil and Natural Gas Corporation Limited)
CIN No. : L23209KA1988GOI008959
 Kuthethoor Post, Mangalore – 575030
 Ph: 824 – 288 2126/2112 Email: recruit@mrpl.co.in

Advertisement No. 74/2018

Last date for submission of applications: **24/03/2018**

RECRUITMENT IN MANAGEMENT CADRE

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 the following positions:

Table 1

Sl.No.	Position	Grade	Scale of pay (₹)	No. of posts
1	Sr. Manager (Medical Services)	D	90,000-2,40,000	1
2	Asst. Manager(Safety)	B	70,000-2,00,000	2
3	Asst. Manager(Medical Services)	B	70,000-2,00,000	2

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

I MINIMUM ESSENTIAL EDUCATIONAL QUALIFICATION AND WORK EXPERIENCE REQUIRED

i) Senior Manager (Medical Services), Grade –D, No of Posts – 1 (UR)

a) Qualification

MBBS degree with minimum 60% marks in aggregate (50% marks for PWD category)

And

Registration at State Medical Council or Medical Council of India

And

Certificate of training in Industrial Health* of minimum three months duration recognized by the Karnataka State Government. However, candidates possessing a diploma in Industrial Health or equivalent shall not be required to possess the certificate of training as aforesaid.

*Candidates who do not possess required certification of training in Industrial Health or equivalent and are willing to take undertaking that they shall obtain this required additional qualification within 01 (one) year of appointment can also apply.

b) Experience

Candidates shall have **minimum 10 years** of post-qualification work experience preferably in an Occupational Health Services Centre/Medical Centre of an Industrial Unit or a Hospital with minimum 10 beds. Job demands excellent leadership qualities and good knowledge of overall administration of Hospital/Occupational Health Centre. Candidates with awareness of OHSAS 18001 and other international standard requirements will be given preference.

Candidates applying from CPSE's should be working in one scale of pay below than the post applied for i.e. **IDA pay scale of ₹ 80,000-2,20,000 (or equivalent pre-revised pay scale)**. This shall not be applicable to candidates working in Govt. /CPSE in the same pay scale or above than the post applied for.

ii) Assistant Manager (Safety), Grade- B, No. of Posts – 2 (UR-1,OBC-1)

a) Qualification

Graduate Degree in Engineering with minimum 60% marks in aggregate and Post Graduate (PG) Diploma in Industrial Safety (with minimum 60% marks) as per Factories Act 1948 and Karnataka Factories Rules 1969. Candidates shall also fulfill the provisions as stipulated in the Factories Act 1948 and Rule 88A of the Karnataka Factories Rules 1969.

b) Experience

Candidates shall have **minimum 4 years** of post-qualification Industrial experience in Supervisory capacity in the relevant field in Refinery/Petrochemicals/Continuous Process Industries.

Candidates applying from CPSE's should be working in one scale of pay below than the post applied for i.e. **IDA pay scale of ₹ 60,000-1,80,000(or equivalent pre-revised pay scale)**. This shall not be applicable to candidates working in Govt. /CPSE in the same pay scale or above than the post applied for.

iii) Assistant Manager(Medical Services), No. of Posts – 2 (UR-1,SC-1)

a) Qualification

MBBS degree with minimum **60% marks** in aggregate (**50 % aggregate** marks for SC category and PWD category)

And

Registration at State Medical Council or Medical Council of India

And

Certificate of training in Industrial Health* of minimum three months duration recognized by the Karnataka State Government. However, candidates possessing a diploma in Industrial Health or equivalent shall not be required to possess the certificate of training as aforesaid.

*Candidates who do not possess required certification of training in Industrial Health or equivalent and are willing to take undertaking that they shall obtain this required additional qualification within 01 (one) year of appointment can also apply.

b) Experience

Candidates shall have **minimum 04 years** of post-qualification work experience preferably in an Occupational Health Services Centre/Medical Centre of an Industrial Unit or a Hospital with minimum 10 beds. Candidates with awareness of OHSAS 18001 and other international standard requirements will be given preference.

II ADDITIONAL CONDITIONS REGARDING EDUCATIONAL QUALIFICATIONS

- a) 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.
- b) The minimum aggregate percentage of marks required for PWD category for the post of Sr.Manager (Medical Services) and Asst.Manager (Medical Services) is 50%.
- c) 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 %**).

- d) 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 minimum essential qualification for SC/ST category is applicable only to the posts reserved for SC/ST as the case may be. Relaxation in percentage of marks for PWD category is applicable if the post is identified suitable for PWD category
- e) Engineering Degree can be B.E / B.Tech / B.Sc. Engineering (04 year course).
- f) 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

III SCALE OF PAY, PROBATION AND EMOLUMENTS

Candidate selected in will be placed on probation as per Company Rules in the respective scale of pay. In addition DA (on IDA pattern), HRA/ Township Accommodation, Perks & Allowances under cafeteria approach and other allowances as per company rules will be admissible.

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

Table 2

Sl. No	Position	No. of posts	Reservations				Upper age limit for UR category
			SC	ST	OBC	UR	
1	Sr. Manager (Medical Services)	1	-	-	-	1	40 years
2	Asst. Manager(Safety)	2	-	-	1	1	32 years
3	Asst. Manager(Medical Services)	2	1	-	-	1	34 years

Abbreviations Used: UR-Un reserved, OBC- Other Backward Class (Non-creamy layer), SC-Scheduled Caste, ST-Scheduled Tribe.

- a) **Posts identified for Persons with Disability (PWD) category**
The posts of Sr. Manager (Medical Services) and Asst. Manager (Medical Services) are identified suitable for candidates belonging to PWD category and having minimum 40% disability
- b) **Age relaxation for OBC & SC category**
For the post of Asst. Manager (Safety) the upper age limit is relaxable for OBC (Non-Creamy layer) category by 3(three) years.
For the post of Asst. Manager (Medical Services) the upper age limit is relaxable for SC category by 5(five) years.
For post in UR category, all candidates have to meet the age limit specified for UR category.
- c) **Age relaxation for candidates belonging to Persons with Disability (PwD) category having minimum 40% disability**
For the posts of Sr. Manager (Medical Services)/Asst.Manager(Medical Services) - In addition to the upper age limit specified above for UR category/SC Category, Persons with Disability (PwD) category candidates having minimum 40% disability are entitled for 10 (ten) years relaxation.

- d) **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
- e) For regular employees of MRPL, 3 years relaxation in the age specified for UR category above, subject to having minimum 5 years service left in the company on the last date of receipt of Application.
- f) **For getting the benefits of reservation under OBC category the following are required:**
- The name of caste and community of the candidate must appear in the '**Central list of Other Backward Classes**'.
 - The candidates must **not** belong to **creamy layer**.
 - The candidates need to furnish their **OBC certificate as per the format** prescribed by Government of India and it must be issued on or after **1st September 2017**.
 - Only those candidates who have OBC (Non-creamy layer) certificate in the format prescribed by the Central Government (format available at **<http://mrpl.co.in/careers>**) 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.
- g) **Job location/Initial Place of posting**
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.
- h) **The cutoff date for deciding the maximum permissible age and number of years of post-qualification work experience shall be 24/03/2018.** Post qualification work experience is the period of work experience starting from the month immediately succeeding the month and year of final examination in which the candidate acquires the minimum essential educational qualification. The work experience shall be in full time job on regular salary basis, in a nature of Establishment/Industry as specified in the advertisement after acquiring prescribed minimum essential educational qualification.

V **SELECTION PROCESS**

- a) For the above posts the selection methodology will comprise a two stage selection process i.e. – Written Test and Personal Interview. The management reserves the right to add, modify or delete any test, as the case may be, to the selection process. The candidates will be called for further selection process in the ratio 1:5 (i.e. 1 Post: 5 Candidates as per the reservation of posts), based on the marks scored in the written test.
- b) Final merit list of candidates shall be prepared by giving weightage to written test marks and marks obtained by the candidates in the Personal Interview. 85% weightage shall be given to written test marks and 15% weightage will be given for Personal Interview
- c) **Written Test Details (Duration- 180 Minutes)**
The WRITTEN TEST will comprise of 150 Multiple Choice Questions, consist of three sections, first General Awareness of 30 marks (consisting of 30 objective questions) second on the

concerned discipline/domain/subject of 100 marks (consisting of 100 objective questions) and third on Aptitude test of 20 marks (consisting of 20 objective questions on Reading Comprehension, Verbal / Non-verbal Reasoning, Numerical ability/ Quantitative Aptitude, Data Interpretation etc. for a total of 03 hours duration (Grand Total of 150 Marks).

VI APPLICATION FEE

- a) Candidates belonging to General/OBC category (including non-creamy layer) has to pay a non-refundable **application fee of Rs 750/- (Rupees Seven Hundred and Fifty Only)**. SC / ST / PWD/ regular employees of MRPL /Ex-Serviceman categories are exempted from payment of Application fee. The fee has to be paid in favour of Mangalore Refinery and Petrochemicals Ltd., Account No. 00000010981274266 (IFSC Code SBIN0000871) by downloading the challan format enclosed with the Advertisement in the company's website (www.mrpl.co.in) in any branch of State Bank of India. However, taxes, Bank Commission charges etc. shall be paid by those who make payment through challan

VII HOW TO APPLY

- a) Candidates are requested to read the instructions and ensure correctness of the data before applying. Candidates should submit their application in the prescribed format (pages 9 to 13), enclosing self-attested copies of all relevant certificates, photograph, application fee payment challan etc. The list of documents to be attached along with the application is mentioned at Table below.
- b) Please super scribe the envelope with the name of position applied for and the duly filled application form with all supporting document shall be sent by post / courier to the Chief Manager (HR-Recruitment), Mangalore Refinery and Petrochemicals Ltd., Post Kuthethur, Mangalore – 575030, on or before **24/03/2018**.
- c) Candidates forwarding applications which are not as per the prescribed format and without application fee, relevant supporting documents etc. will be rejected. Applications/Documents sent by Email or hand delivery will not be considered.

VIII DOCUMENTS TO BE ENCLOSED ALONG WITH APPLICATION

- a) The application form shall be duly filled in legible handwriting or typed and the candidate shall ensure that all the fields are filled properly. The candidates are required to attach the self-attested true copies of the following documents along with the application form as mentioned below. Please note that the list of documents mentioned below is not exhaustive and candidate may be required to produce other relevant documents on case to case basis in support of his/ her candidature.

Table 3

Sl. No.	Particulars	Documents to be attached along with the application (self-attested true copy)
1	Proof of Age (any one of the document mentioned)	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 or e) Certificate indicating date of birth granted by the previous employer indicating date of birth, if employed with Central/State Government or Public sector undertaking. Non-submission of proof of age shall lead to rejection of application

2	Educational qualification [Class X, XII, Diploma, Degree, Post-Graduation (as applicable for the post applied for)]	<p>a) All mark sheets & certificates of educational qualifications</p> <p>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 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.</p> <p>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.</p> <p>Non-submission of above documents will lead to rejection of the application</p> <p>Note - Post qualification work experience is the period of work experience starting from the month immediately succeeding the month and year of final examination in which the candidate acquires the minimum essential educational qualification. So candidates are required to mention the month of final exam in which they acquired the minimum essential educational qualification.</p>
3	कार्य का अनुभव Work Experience	<p>a) Past Employment:</p> <p>i) Experience letter indicating the date of joining as well as relieving</p> <p>The submission of experience letter indicating the date of joining as well as relieving is compulsory for all the past employments which the candidate is mentioning in the application form. In case experience letter from any of the past employers is not submitted, it will lead to rejection of the candidate even if the candidate has submitted experience letter for establishing minimum years of work experience. So candidates are advised <u>to ensure that the experience letter indicating the date of joining and relieving is attached for all the past employment details mentioned in the application form.</u></p> <p>b) Current employment</p> <p>i) Proof of date of joining – Offer letter showing the date of joining mentioned by the candidate in the application form OR appointment letter showing the date of joining mentioned by the candidate in the application form OR Offer letter/Appointment letter where date of joining is not mentioned along with any other document issued by the employer (including pay slip / identity card issued by employer) where date of joining is clearly mentioned.</p> <p>ii) Proof of continuity of present employment – Pay slip for the month of December 2017</p> <p>Non-submission of the documents mentioned above will lead to rejection of application</p>
4	Caste certificate [SC/ST/OBC(Non-Creamy Layer)]	Caste certificate [SC/ST/OBC (Non-Creamy Layer)] issued by the Competent Authority in the prescribed format. The prescribed

		format of certificates is available for download at the “career” page of www.mrpl.co.in . Non-submission of caste certificate will lead to rejection of the candidate.
5	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 “career” 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 Persons with Disabilities (Equal Opportunities, Protection of Rights & Full Participation) Act 1995. Non-submission of PWD certificate will lead to rejection of the candidate.
6	Ex-serviceman	Candidates belonging to Ex-serviceman category shall submit the documents issued in this regard by the Competent Authority
7	No Objection Certificate (NOC)	In case the candidate is employed in Government organizations / Public sector undertakings / Autonomous Bodies owned by the Government, should forward their application through proper channel. However they may also produce the NO OBJECTION CERTIFICATE at the time of interview if their applications were not routed through proper channel, failing which they will not be allowed to appear for the interview
8	MRPL’s copy of Application fee challan	Candidates paying application fee are required to attach MRPL copy of the challan along with the application. The processing fee is non-refundable and candidates are therefore advised to ensure their eligibility for the post before applying. In case MRPL copy of Challan for application fee is not attached, the application shall be rejected

IX OTHER INSTRUCTIONS :

- a) The job in technical disciplines involves working in rotating shifts (including night shifts).
- b) Preference will be given to candidates having in line experience in Oil & Gas Sector/ Petrochemical Sector.
- c) SC/ST/OBC (Non-Creamy Layer) & Person with Disability category will be eligible for concessions as notified by the Government of India from time to time.
- d) Candidates working in Government /Public Sector must have minimum one year experience in the next lower pay scale.
- e) Travelling expenses reimbursement eligibility of candidates, attending written and Personal Interview, from their correspondence address/place of work in India on production of actual tickets by the shortest route **will be as under:**

For all candidates called for Written Test and Interview	3A train fare OR A/c bus fare limited to 3A train fare
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Local Travel cost, if any, shall be borne by the candidates. PWD category candidates will be reimbursed travel cost as above, for one attendant wherever applicable, as per Govt. guidelines.

- f) The prescribed qualification / experience are the minimum and mere possession of the same will not entitle a candidate for written test / 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 written test / Personal Interview as the case may be

- g) Candidates employed in Government Departments/Public Sector Undertakings (PSUs)/Autonomous bodies shall either forward their application through Proper Channel or must produce No Objection Certificate (NOC) at the time of written test/Personal Interview from their employer, if they qualify up to the stage of Interview. In case, the candidate fails to produce NOC at the time of Personal Interview, his /her candidature will not be considered. Candidates employed in MRPL has to apply as per the extant rules of MRPL.
- h) Working knowledge of Hindi is desirable.
- i) Requests for change of category once declared in the application will not be entertained.
- j) 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.
- k) Candidates must mention correct and active e-mail ID/Contact nos. for various communications.
- l) Any canvassing directly or indirectly by the applicant will disqualify his/her candidature.
- m) 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.
- n) 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.
- o) Management reserves the right to create and operate a panel of suitable candidates, for one year.
- p) Any corrigendum/addendum/errata in respect of the above advertisement shall be made available only on our official website **<http://mrpl.co.in/careers>**. No further press advertisement will be given. Hence prospective applicants are advised to visit MRPL website regularly for latest updates.
- q) In case any dispute arises on account of interpretation in versions other than English, English version will prevail.

Application form from next page onwards.....

**APPLICATION FORM (Advt.No.74/2018) – 05 Pages**

Checklist of self-attested true copies of testimonials attached with the application form. To be submitted along with the application

[Please read **point no. VIII (Documents to be enclosed along with the applications) of Web advertisement, fill all the fields** carefully and ensure that the details mentioned are accurate. Non-compliance will lead to rejection of application]

Sl. No.	Particulars	Name of document(s) attached	Serial number of the page
1	Proof of Age-(refer point VIII (a) (1) of web advt.)		
2	Educational qualification [Class X, XII, Diploma, Degree, Post-Graduation (as applicable for the post applied for)]-(refer point VIII (a) (2) of web advt.)		
3	Work Experience-(refer point VIII (a) (3) of web advt.) (i) Experience letter indicating the date of joining as well as relieving from all previous employers (ii) Proof of date of joining Current employment. (iii) Proof of continuity of current employment – Pay slip for the month of December 2017		
4	Caste certificate [SC/ST/OBC (Non-Creamy Layer)] issued by Competent Authority - (refer point VIII (a) (4) of web advt.)		
5	PWD certificate issued by Competent Authority-(refer point VIII (a) (5) of web advt.)		
6	Ex-serviceman related documents-(refer point VIII (a) (6) of web advt.)		
7	No Objection Certificate (NOC) - (refer point VIII (a) (7) of web advt.)		
8	MRPL's copy of Application fee challan--(refer point VIII (a) (8) of web advt.)		
9	Any other relevant document		

Declaration by the candidate:

I hereby declare that I have read and understood point no. VIII(Documents to be enclosed along with the applications) of Web advertisement. I have attached self-attested true copy of all the documents applicable to me and the details of the documents attached is mentioned above. I am aware that, in case any of the document mentioned is not attached or if any of the document attached is not in order, my application will be rejected and no communication will be made to me in this regard by MRPL.

Name of the candidate _____ Signature _____
Date _____

**MANGALORE REFINERY AND PETROCHEMICALS LIMITED**

(A Subsidiary of Oil and Natural Gas Corporation Limited)

CIN No. : L23209KA1988GOI008959

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1. Post applied for : _____
2. Name of the candidate: _____
3. Father's / Husband's Name: _____
4. Date of Birth : (dd/mm/yyyy) : _____ Day _____ Month _____ Year
5. Age as on **24/03/2018**: _____ Days _____ Months _____ Years
6. Nationality: _____.
7. State of Domicile (state belongs to) : _____
8. Category (GENERAL/SC/ST/OBC-Non creamy layer): _____
9. Do you belongs to PWD/ Ex-servicemen category(Please specify): _____
11. In case PWD indicate the degree of Disability: _____ %
12. Type of Disability (OH/HH/VH): _____
13. Sex (Write M or F): _____
14. Complete Correspondence Address:

Paste your recent
passport size
photograph here
and sign across

District _____ State _____ Pin _____

15. Qualification (Secondary School onwards-mention the exact date of passing):

Name of Exam. Passed	Name of Institute / University	Duration of Course	Date of Admission (DD/MM/YY)	Date of Passing (DD/MM/YY)	# Percentage of Marks obtained

in case of CGPA / OGPA/SGPA or Grade, mention equivalent percentage of marks as per University / Institute norms. Percentage of marks not to be rounded off.

16. Hindi Proficiency level (studied Hindi up to which class): _____

Name of the candidate _____
Date _____

Signature _____

Page Number: 2

17. Work Experience (mention all post qualification work experience clearly indicating date of joining and relieving in **dd/mm/yyyy** format). Please **refer point no.VII (a) (3) of Web advertisement before filling the details. Non-compliance will lead to rejection of application.**

Table-A

Name & Address of the Organization / Employer (Starting from first employer to present employer)	Post held	Period of employment (Mention the exact date in dd/mm/yyyy format)	
		From date	To date
Employer -1		dd/mm/yyyy	dd/mm/yyyy
Employer -2		dd/mm/yyyy	dd/mm/yyyy
Employer -3		dd/mm/yyyy	dd/mm/yyyy
Employer -4		dd/mm/yyyy	dd/mm/yyyy
Employer -5		dd/mm/yyyy	dd/mm/yyyy
Employer -6		dd/mm/yyyy	dd/mm/yyyy
Employer -7		dd/mm/yyyy	dd/mm/yyyy
Employer -8		dd/mm/yyyy	dd/mm/yyyy
Employer -9		dd/mm/yyyy	dd/mm/yyyy
Employer -10		dd/mm/yyyy	dd/mm/yyyy
Employer -11		dd/mm/yyyy	dd/mm/yyyy
Employer -12		dd/mm/yyyy	dd/mm/yyyy

(Add extra sheets in the same format of Table-A , if required)

Name of the candidate _____ Signature _____
Date _____ Page Number:3

Table-B

Name of the employer	Scale of pay, Grade pay, and total emoluments.	Type of industry and Nature of job and job responsibilities (Please write a brief of minimum 100 words)	Reason for leaving job
Employer -1			
Employer -2			
Employer -3			
Employer -4			
Employer -5			
Employer -6			
Employer -7			

(Add extra sheets in the same format of Table-B, if required). Candidates from PSU have to write the exact scale of pay and basic pay drawn.

Name of the candidate _____ Signature _____
Date _____ Page Number: 4

18. Challan (Rs.750/-) No. _____ Date of payment _____ Issuing Bank/Branch _____
19. E-mail id : _____ (please write email id clearly)
20. Phone No.: _____ Mobile No. _____
21. Source of Advertisement: _____ (Name of Newspaper or Journal or Website)
22. Have you been interviewed before for the any post in MRPL (Yes/No) _____. If Yes, Advt no _____ and name of the Post _____.
- 23. Marks in minimum essential educational qualification:**
- a) Exam Passed: _____
- b) Branch of study: _____
- c) Month & year of final exam in which minimum essential qual. is acquired: _____

Semester/Year	Maximum marks* (A)	Marks obtained * (B)
First Semester/ First year		
Second Semester/ Second Year		
Third Semester /Third Year		
Fourth Semester		
Fifth Semester		
Sixth Semester		
Seventh Semester		
Eight Semester		
Total		
Percentage ** (B/A) X 100	_____ %	

*Marks inclusive of all subjects in each semester. In case of multiple attempts subsequent pass mark to be considered. Percentage of marks should be aggregate of all years/semesters i.e total marks obtained over total maximum marks of all years/semesters **without giving** any weightage to any particular year/semester

** In case of CGPA/OGPA/SGPA grade, candidate should attach letter issued from college/university giving details of formula to convert CGPA/OGPA/SGPA to percentage of marks.

24. The candidates are required to affix signature on all the pages of the application and on each page of the documents enclosed. Also all the pages (including application and true copies of testimonials) shall be serially numbered.
25. The candidates are advised to ensure that all self-attested copies of all relevant certificates as mentioned at **point no VIII of Web advertisement are enclosed, failing to which the application may be rejected.**

I hereby declare that the above information is true to the best of my knowledge. I understand that my candidature will be cancelled; if the information is found to be false or incorrect or my application is incomplete.

N	Name of the candidate _____ Signature _____
	Date _____
	Total number of pages including all the self-attested copies attached _____

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