

**GAIL (INDIA) LIMITED**  
**GAIL Bhawan, 16, Bhikaiji Cama Place**  
**R.K. Puram, New Delhi-110 066**  
**PHONE: 011-2617 2580; email – career@gail.co.in**  
**Corporate Identification Number: L40200DL1984GOI018976**

**CAREER OPPORTUNITIES IN VARIOUS DISCIPLINES**

GAIL (India) Limited, a Maharatna PSU and India's flagship Natural Gas company is integrating all aspects of the Natural Gas value chain (including Exploration & Production, Processing, Transmission, Distribution and Marketing) and its related services. In a rapidly changing scenario, GAIL is spearheading the move to a new era of clean fuel industrialization by creating a quadrilateral of green energy corridors that connect major consumption centres in India with major gas fields, LNG terminals and other cross border gas sourcing points. GAIL is also expanding its business overseas to become a formidable player in the International Market.

GAIL (India) Limited, invites applications from Indian nationals fulfilling the eligibility criteria for filling up following posts as per category wise vacancies (including backlog vacancies) indicated against each post in **Table-I** below for the work-centres/ units located in various States across the country:

**Table-I**

Sl. No.	Name of the Post	Grade	UR	EWS	OBC (NCL)	SC	ST	TOTAL	Post identified as suitable to be held by PwBDs in following categories
1	Jr. Engineer (Chemical)	S-7	0	0	0	0	2	2	b)D, HH c) OA,OL, Dw, AAV d) ASD (M), SLD, MI e) MD involving (b) to (d) above
2	Jr. Engineer (Mechanical)	S-7	0	0	0	0	1	1	b) D, HH c) OL, LC, Dw, AAV d) ASD (M), SLD, MI e) MD involving (b) to (d) above
3	Foreman (Electrical)	S-5	0	0	0	0	1	1	b)D, HH c) OA, OL, LC, Dw, AAV d) ASD (M), SLD, MI e) MD involving (b) to (d) above
4	Foreman (Instrumentation)	S-5	0	0	0	5	9	14	b) D, HH c) OL, CP, LC, Dw, AAV d) ASD (M), SLD, MI e) MD involving (b) to (d) above

Sl. No.	Name of the Post	Grade	UR	EWS	OBC (NCL)	SC	ST	TOTAL	Post identified as suitable to be held by PwBDs in following categories
5	Foreman (Mechanical)	S-5	0	0	0	1	0	1	b) D, HH c) OL, LC, Dw, AAV d) ASD (M), SLD, MI e) MD involving (b) to (d) above
6	Foreman (Civil)	S-5	0	0	1	0	0	1	b)D, HH c) OA,OL,OAL, CP, LC, Dw, AAV d) ASD (M, MoD), SLD, MI e) MD involving (b) to (d)above
7	Jr. Superintendent (Official Language)	S-5	1	0	1	2	1	5	a) B, LV b) D, HH c) OA, BA,BL, OL, OAL, CP,LC, Dw, AAV, MDy d) ASD (M, MoD), SLD, MI e) MD involving (a) to (d) above
8	Jr. Superintendent (HR)	S-5	10	1	4	2	3	20	a) B, LV b) D, HH c) OA, BA, BL, OL, OAL, CP, LC, Dw, AAV, MDy d) ASD (M, MoD), SLD, MI e) MD involving (a) to (d) above
9	Jr. Chemist	S-5	3	0	3	2	0	8	b) D, HH c) OA, OL, OAL,BL, Dw, AAV d) ASD (M), SLD, MI e) MD involving (b) to (d) above
10	Technical Assistant (Laboratory)	S-3	0	0	0	3	0	3	b) D, HH c) OA, OL, OAL, BL, Dw, AAV d) ASD (M), SLD, MI e) MD involving (b) to (d) above

Sl. No.	Name of the Post	Grade	UR	EWS	OBC (NCL)	SC	ST	TOTAL	Post identified as suitable to be held by PwBDs in following categories
11	Operator (Chemical)	S-3	11	2	6	9	1	29	b)D, HH c) OA,OL, Dw, AAV d) ASD (M), SLD, MI e) MD involving (b) to (d) above
12	Technician (Electrical)	S-3	16	3	9	4	3	35	b)D, HH c) OA, OL, LC, Dw, AAV d) ASD (M), SLD, MI e) MD involving (b) to (d) above
13	Technician (Instrumentation)	S-3	9	1	4	1	1	16	b) D, HH c) OL, CP, LC, Dw, AAV d) ASD (M), SLD, MI e) MD involving (b) to (d) above
14	Technician (Mechanical)	S-3	17	3	11	5	2	38	b) D, HH c) OL, LC, Dw, AAV d) ASD (M), SLD, MI e) MD involving (b) to (d) above
15	Technician (Telecom & Telemetry)	S-3	7	1	3	2	1	14	b) D, HH c) OL, CP, LC, Dw, AAV d) SLD, MI e) MD involving (b) to (d) above
16	Operator (Fire)	S-3	11	2	6	3	1	23	
17	Assistant (Store & Purchase)	S-3	13	2	9	3	1	28	b) D, HH c) OA, OL, LC, Dw, AAV d) ASD (M, MoD), ID, SLD, MI e) MD involving (b) to (d) above
18	Accounts Assistant	S-3	13	2	6	2	1	24	a) B, LV b) D, HH c) OA, OL, OAL, BL, BA, CP, LC, Dw, AAV d) ASD (M, MoD), SLD, MI e) MD involving (a) to (d) above

Sl. No.	Name of the Post	Grade	UR	EWS	OBC (NCL)	SC	ST	TOTAL	Post identified as suitable to be held by PwBDs in following categories
19	Marketing Assistant	S-3	8	1	6	2	2	19	a) B, LV b) HH c) OA, OL, BL, LC, Dw, AAV d) SLD, MI e) MD involving (a) to (d) above
			<b>119</b>	<b>18</b>	<b>69</b>	<b>46</b>	<b>30</b>	<b>282</b>	

Out of the above 282 vacancies, category wise and post wise details of 17 vacancies reserved for Persons with Benchmark Disabilities (PwBDs) are given below:

Sl. No.	Posts	Grade	Reserved for identified categories of Persons with Benchmark Disabilities (PwBDs) as per Table-I				
			Cat-a	Cat-b	Cat-c	Cat-d&e	Total PwBD
1	Jr. Superintendent (HR)	S-5	1			1	2
2	Jr. Chemist	S-5		1			1
3	Jr. Superintendent (Official Language)	S-5	1				1
4	Accounts Assistant	S-3	2			1	3
5	Assistant (Store & Purchase)	S-3		1		1	2
6	Marketing Assistant	S-3	3				3
7	Operator (Chemical)	S-3		1			1
8	Technician (Electrical)	S-3			1		1
9	Technician (Instrumentation)	S-3			1		1
10	Technician (Mechanical)	S-3		1		1	2
	<b>Total</b>		<b>7</b>	<b>4</b>	<b>2</b>	<b>4</b>	<b>17</b>

#### Abbreviations Used

Abbreviations	Explanation
PwBD	Persons with Benchmark Disabilities
B	Blind
LV	Low Vision
D	Deaf
HH	Hard of Hearing
OA	One Arm
OL	One Leg
BA	Both Arms
BL	Both Legs

Abbreviations	Explanation
OAL	One Arm and One Leg
BLOA	Both Legs and One Arm
BLA	Both Legs Arms
CP	Cerebral Palsy
LC	Leprosy Cured
Dw	Dwarfism
AAV	Acid Attack Victims
MDy	Muscular Dystrophy
ASD	Autism Spectrum Disorder (M = Mild, MoD Moderate)
ID	Intellectual Disability
SLD	Specific Learning Disability
MI	Mental Illness
MD	Multiple Disability
NCL	Non Creamy Layer
ESM	Ex-Service Men
HR	Human Resources

Persons with Disabilities belonging to the category/ categories for which the post is identified (as indicated in Table-I above) can also apply even if no vacancies are specifically reserved for them. Such candidates will be considered for selection for appointment to the post by general standard of merit.

PwBD candidates of relevant category applying against a vacancy specifically reserved for them shall be eligible for the benefit of reservation, if impairment is not less than 40 % of the relevant disability.

- Essential Qualification(s), Minimum Essential Experience and Upper Age Limit for the above posts shall be as indicated in Table-II below**

**Table-II**

#	Name of the Post	Grade	Essential Qualifications	Minimum Essential Experience/ Credentials
1	<b>Junior Engineer (Chemical)</b>  Pay Scale: Rs.35000-138000/-  Upper Age Limit: 45 years for ST Category and 55 Years for PwBD-ST	S-7	Diploma in Engineering in Chemical/Petrochemical/ Chemical Technology/ Petrochemical Technology with minimum 55% marks for ST Candidates	<b>08 (Eight)</b> years Post Qualification in line Experience in Chemical discipline in supervisory capacity in <b>Petrochemical Plant/ Hydrocarbon Refinery/ Fertilizer Plant only</b> in State/Central Government Department(s)/institution(s)/ Undertaking(s) and/or Large Private Sector Organization(s)/Institution(s)/Company (ies) of repute as an employee of that Plant/ Undertaking/ Organization.  <i>Candidates working in Govt./Public Sector must have minimum one-year experience in the next lower pay scale or next lower equivalent pay scale.</i>

#	Name of the Post	Grade	Essential Qualifications	Minimum Essential Experience/ Credentials
2	<b>Junior Engineer (Mechanical)</b>  Pay Scale: Rs.35000-138000/-  Upper Age Limit: 45 years for ST Category and 55 Years for PwBD-ST	S-7	Diploma in Engineering in Mechanical /Production/ Production & industrial/ Manufacturing/ Mechanical & Automobile with minimum 55% marks for ST Candidates	<b>08 (Eight)</b> years post qualification in line experience in Mechanical discipline in supervisory capacity in <b>Power Plant/Steel Plant/Cross Country Hydrocarbon Pipelines/ Petrochemical Plant/ Hydrocarbon Refinery/ Fertilizer Plant only</b> in State/Central Government Department(s)/ Institution(s)/ Undertaking(s) and/ or Large Private Sector Organization(s)/Institution(s)/Company (ies) of repute as an employee of that Plant/ Undertaking/ Organization.  <i>Candidates working in Govt./Public Sector must have minimum one year experience in the next lower pay scale or next lower equivalent pay scale.</i>
3	<b>Foreman (Electrical)</b>  Pay Scale : Rs.29,000 – 1,20,000/-  Upper Age Limit: 33 years for ST Category and 43 Years for PwBD-ST	S-5	Diploma in Engineering in Electrical / Electrical & Electronics with minimum 55% marks for ST Candidates.	Minimum <b>02 (Two)</b> years post-qualification in line experience in Electrical discipline in Power Plant/Steel Plant/Cross Country Hydrocarbon Pipelines/ Petrochemical Plant/ <b>Hydrocarbon Refinery/ Fertilizer Plant</b> only of a State/Central Government Department(s)/institution(s)/ Undertaking(s) and/or Large Private Sector Organization(s)/Institution(s)/Company (ies) of repute as an employee of that Plant/ Undertaking/ Organization.
4	<b>Foreman (Instrumentation)</b>  Pay Scale : Rs.29,000 – 1,20,000/-  Upper Age Limit: 33 years for SC/ST Category and 43 Years for PwBD- SC/ST	S-5	Diploma in Engineering in Instrumentation/Instrumentation & Control/ Electronics & Instrumentation/ Electrical & Instrumentation/ Electronics/ Electrical & Electronics with minimum 55% marks for SC/ST Candidates.	Minimum <b>02 (Two)</b> years post-qualification in line experience in Instrumentation discipline in Power Plant/Steel Plant/Cross Country Hydrocarbon Pipelines/ Petrochemical Plant/ <b>Hydrocarbon Refinery/ Fertilizer Plant</b> only of a State/Central Government Department(s)/institution(s)/ Undertaking(s) and/or Large Private Sector Organization(s)/ Institution(s)/Company (ies) of repute as an employee of that Plant/ Undertaking/ Organization.
5	<b>Foreman (Mechanical)</b>  Pay Scale : Rs.29,000 – 1,20,000/-	S-5	Diploma in Engineering in Mechanical/ Production/ Production & industrial/ Manufacturing/ Mechanical & Automobile with minimum 55% marks for SC Candidates.	Minimum <b>02 (Two)</b> years post qualification in line experience in Mechanical discipline in Power Plant/Steel Plant/Cross Country Hydrocarbon Pipelines/ Petrochemical Plant/ <b>Hydrocarbon Refinery/ Fertilizer Plant</b> only of a State/Central Government Department(s)/ Institution(s)/ Undertaking(s) and/or Large Private Sector Organization(s)/

#	Name of the Post	Grade	Essential Qualifications	Minimum Essential Experience/ Credentials
	Upper Age Limit: 33 years for SC Category and 43 Years for PwBD-SC			Institution(s)/Company (ies) of repute as an employee of that Plant/ Undertaking/ Organization
6	<b>Foreman (Civil)</b>  Pay Scale : Rs.29,000 – 1,20,000/-  Upper Age Limit: 31 years for OBC(NCL) Category and 41 Years for PwBD- OBC(NCL)	S-5	Diploma in Engineering in Civil with minimum <b>60%</b> marks for OBC(NCL) Candidates.	Minimum <b>02 (Two)</b> years of post-qualification in line experience in Civil discipline in State/Central Government Department(s)/ Institution(s)/ Undertaking(s) and/or Large Private Sector Organization(s)/ Institution(s)/ Company (ies) of repute as an employee of that Plant/ Undertaking/ Organization
7	<b>Junior Superintendent (Official Language)</b>  Pay Scale : Rs.29,000 – 1,20,000/-  Upper Age Limit: 28 years for UR/EWS Posts with applicable age relaxations for OBC(NCL)/SC/ST/ PwBD	S-5	Bachelor Degree of minimum 03 years duration in Hindi Literature with minimum <b>55% marks</b> and should have English as one of the subjects in Graduation.  <b>[Marks specified are for UR/ EWS/ OBC(NCL) Candidates.]</b>  Candidates should have basic knowledge & skills in computer applications (MS office – Excel, Power point, Word etc.) in office environment.	Minimum <b>03 (Three)</b> years Post Qualification in line experience in English to Hindi translation and vice-versa of various reports, documents, letters etc., of State/Central Government Department(s)/ Institution(s)/ Undertaking(s) and/ or Large Private Sector Organization(s)/ Institution(s)/ Company (ies) of repute as an employee of that Plant/Undertaking/ Organization.
8	<b>Junior Superintendent (HR)</b>  Pay Scale : Rs.29,000 – 1,20,000/-  Upper Age Limit: 28 years for UR/EWS Posts with applicable age relaxations for	S-5	Bachelor Degree of minimum 03 years duration with minimum <b>55% marks</b> and Diploma in Personnel Management/ Industrial Relations with minimum <b>55% marks.</b>  <b>[Marks specified are for UR/ EWS/ OBC(NCL) Candidates.]</b>  Candidates should have	Minimum <b>02 (Two)</b> years Post Qualification in line Experience in Personnel & Administration/ HR Department in State/Central Government Department(s)/ Institution(s)/ Undertaking(s) and/ or Large Private Sector Organization(s)/ Institution(s)/ Company (ies) of repute as an employee of that Plant/Undertaking/ Organization.

#	Name of the Post	Grade	Essential Qualifications	Minimum Essential Experience/ Credentials
	OBC(NCL)/SC/ST/ PwBD		basic knowledge & skills in computer applications (MS Office- Excel, Power Point, Word etc.) in office environment.	
9	<b>Jr. Chemist</b>  Pay Scale : Rs.29,000 – 1,20,000/-  Upper Age Limit: 28 years for UR/EWS Posts with applicable age relaxations for OBC(NCL)/SC/ PwBD	S-5	Master Degree (M.Sc.) in Chemistry of minimum 02 years duration with minimum 55% marks .  [Marks specified are for UR/ EWS/ OBC(NCL) Candidates.]	Minimum <b>02 (Two)</b> years Post qualification in line experience in Quality Control Laboratory of organization in the Hydrocarbon Industry ( Oil Refineries, Gas Processing Plants, Petrochemical Plants)/ Fertilizer Plant/ Steel Plant / Chemical Plant or other relevant Process Industry of a State/Central Government Department(s)/institution(s)/ Undertaking(s) and/or Large Private Sector Organization(s)/ Institution(s)/Company (ies) of repute as an employee of that Plant/Undertaking/ Organization.
10	<b>Technical Assistant (Laboratory)</b>  Pay Scale: Rs. 24,500-90,000/-  Upper Age Limit: 31 years for SC Category and 41 Years for PwBD-SC	S-3	Bachelor Degree in Science (B. Sc.) (with Chemistry) of minimum 3 years duration with minimum 50% marks for SC Candidates.	Minimum <b>01 (One)</b> year Post qualification in line experience in Quality Control Laboratory of organization in the Hydrocarbon Industry ( Oil Refineries, Gas Processing Process Plants, Petrochemical Plants) or Fertilizer Plant/ Steel Plant / Chemical Plant or other relevant Process Industry of a State/Central Government Department(s)/institution(s)/ Undertaking(s) and/or Large Private Sector Organization(s)/ Institution(s)/Company (ies) of repute.
11	<b>Operator (Chemical)</b>  Pay Scale: Rs. 24,500-90,000/-  Upper Age Limit: 26 years for UR/EWS Posts with applicable age relaxations for OBC(NCL)/SC/ST/ PwBD	S-3	Bachelor Degree in Science (B. Sc.) with subjects of Physics, Chemistry & Mathematics of minimum 3 years duration with minimum 55% marks.  OR B.Sc. (Hons.) in Chemistry of minimum 3 years duration with minimum 55% marks.  [Marks specified are for UR/ EWS/ OBC(NCL) Candidates.]	Minimum <b>01 (One)</b> year post qualification in line experience in Chemical discipline in Petrochemical Plant/ <b>Hydrocarbon</b> Refinery/ Fertilizer Plant only in State/Central Government Department(s)/institution(s)/ Undertaking(s) and/or Large Private Sector Organization(s)/ Institution(s)/ Company (ies) of repute.



#	Name of the Post	Grade	Essential Qualifications	Minimum Essential Experience/ Credentials
12	<p><b>Technician-Electrical</b></p> <p>Pay Scale: Rs. 24,500-90,000/-</p> <p>Upper Age Limit: 26 years for UR/EWS Posts with applicable age relaxations for OBC(NCL)/SC/ST/PwBD</p>	S-3	Matric plus ITI Tradesman ship/ National Apprenticeship Certificate in Electrical/ wireman Trade.	Minimum <b>02 (Two)</b> years post qualification in line experience in electrical discipline in Power Plant/Steel Plant/Cross Country Hydrocarbon Pipelines/ Petrochemical Plant/ <b>Hydrocarbon</b> Refinery/ Fertilizer Plant only in State/Central Government Department(s)/institution(s)/ Undertaking(s) and/or Large Private Sector Organization(s)/ Institution(s)/Company (ies) of repute.
13	<p><b>Technician-Instrumentation</b></p> <p>Pay Scale: Rs. 24,500-90,000/-</p> <p>Upper Age Limit: 26 years for UR/EWS Posts with applicable age relaxations for OBC(NCL)/SC/ST/PwBD</p>	S-3	Matric plus ITI Tradesman ship/ National Apprenticeship Certificate in Instrumentation Trade	Minimum <b>02 (Two)</b> years post qualification in line experience in instrumentation discipline in Power Plant/Steel Plant/Cross Country Hydrocarbon Pipelines/ Petrochemical Plant/ <b>Hydrocarbon</b> Refinery/ Fertilizer Plant only in State/Central Government Department(s)/ Institution(s)/ Undertaking(s) and/or Large Private Sector Organization(s)/ Institution(s)/Company (ies) of repute.
14	<p><b>Technician – Mechanical</b></p> <p>Pay Scale: Rs. 24,500-90,000/-</p> <p>Upper Age Limit: 26 years for UR/EWS Posts with applicable age relaxations for OBC(NCL)/SC/ST/PwBD</p>	S-3	Matric plus ITI Tradesman ship/ National Apprenticeship Certificate in fitter / diesel mechanic/ machinist/ turner trade	Minimum <b>02 (Two)</b> years post qualification in line experience in mechanical discipline in Power Plant/Steel Plant/Cross Country Hydrocarbon Pipelines/ Petrochemical Plant/ <b>Hydrocarbon</b> Refinery/ Fertilizer Plant only in State/Central Government Department(s)/ Institution(s)/ Undertaking(s) and/or Large Private Sector Organization(s)/Institution(s)/Company (ies) of repute.

#	Name of the Post	Grade	Essential Qualifications	Minimum Essential Experience/ Credentials
15	<p><b>Technician (Telecom &amp; Telemetry)</b></p> <p>Pay Scale: Rs. 24,500-90,000/-</p> <p>Upper Age Limit: 26 years for UR/EWS Posts with applicable age relaxations for OBC(NCL)/SC/ST/PwBD</p>	S-3	<p>Matric plus ITI Tradesman ship/ National Apprenticeship Certificate in Electronics/ Telecommunication trade</p>	<p>Minimum <b>02 (Two)</b> years post qualification in line experience in Pipeline/Process Plants in the area of Plant communication system and SCADA/DCS of a State/Central Government Department(s)/institution(s)/ Undertaking(s) and/or Large Private Sector Organization(s)/ Institution(s)/Company (ies) of repute.</p>
16	<p><b>Operator (Fire)</b></p> <p>Pay Scale: Rs. 24,500-90,000/-</p> <p>Upper Age Limit: 26 years for UR/EWS Posts with applicable age relaxations for OBC(NCL)/SC/ST/PwBD</p>	S-3	<p>10+2 or equivalent with minimum 06 months duration of Fireman's Training course <b>and</b> Driving License for heavy vehicle/ Fire Tenders; Proficiency in operating the pump/ other firefighting equipment</p>	<p>Minimum <b>02 (Two)</b> years post qualification in line experience in Fire &amp; Safety discipline in State/Central Government Department(s)/ Institution(s)/ Undertaking(s) and/or Large Private Sector Organization(s)/ Institution(s)/Company (ies) of repute.</p>
17	<p><b>Assistant (Store &amp; Purchase)</b></p> <p>Pay Scale: Rs. 24,500-90,000/-</p> <p>Upper Age Limit: 26 years for UR Posts with applicable age relaxations for OBC(NCL)/SC/ST/PwBD</p>	S-3	<p>Bachelor Degree of minimum 3 years duration with minimum 55% Marks.</p> <p><b>[Marks specified are for UR/ EWS/ OBC(NCL) Candidates.]</b></p> <p>Candidates should have basic knowledge &amp; skills in computer applications (MS office – Excel, Power point, Word etc.) in office environment.</p>	<p>Minimum <b>01 (One)</b> year Post Qualification in line Experience in Stores/Contract &amp; Procurement/ Material Management department in State/Central Government Department(s)/ Institution(s)/ Undertaking(s) and/or Large Private Sector Organization(s)/ Institution(s)/Company (ies) of repute.</p>

#	Name of the Post	Grade	Essential Qualifications	Minimum Essential Experience/ Credentials
18	<b>Accounts Assistant</b>  Pay Scale: Rs. 24,500-90,000/-  Upper Age Limit: 26 years for UR/EWS Posts with applicable age relaxations for OBC(NCL)/SC/ST/PwBD	S-3	Bachelor Degree of minimum 3 years duration in Commerce (B.Com) with minimum 55% marks.  <b>[Marks specified are for UR/ EWS/ OBC(NCL) Candidates.]</b>  Candidates should have basic knowledge & skills in computer applications (MS office – Excel, Power point, Word etc.) in office environment.	Minimum <b>01 (One)</b> year Post Qualification in line Experience in Finance/Accounts Department in State/Central Government Department(s)/ Institution(s)/ Undertaking(s) and/or Large Private Sector Organization(s)/ Institution(s)/Company (ies) of repute.
19	<b>Marketing Assistant</b>  Pay Scale: Rs. 24,500-90,000/-  Upper Age Limit: 26 years for UR/EWS Posts with applicable age relaxations for OBC(NCL)/SC/ST/PwBD	S-3	Bachelor Degree of minimum 3 years duration in Business Administration (BBA/BBS/BBM) with minimum 55% marks.  <b>[Marks specified are for UR/ EWS/ OBC(NCL) Candidates.]</b>  Candidates should have basic knowledge & skills in computer applications (MS office – Excel, Power point, Word etc.) in office environment.	Minimum <b>01 (One)</b> year Post Qualification Experience in Sales/Marketing Department in State/Central Government Department(s)/ Institution(s)/ Undertaking(s) and/or Large Private Sector Organization(s)/ Institution(s)/ Company (ies) of repute.

- 2. Terms and Conditions in respect of Essential Qualification(s) and Essential Experience [As mentioned under relevant column in Table II]**
  - 2.1 Essential educational qualification(s) required as indicated in **Table-II** against each post are mandatory.
  - 2.2 **Only full time Regular courses will be considered.**
  - 2.3 **National Apprenticeship Certificate (NAC) wherever applicable, should be issued by concerned authority.**
  - 2.4 All essential qualification(s) must be from UGC recognized Indian University/ UGC recognized Indian Deemed University or AICTE approved courses from Autonomous Indian Institutions/concerned statutory council (wherever applicable). No claim of possession of a qualification equivalent to a prescribed qualification shall be entertained (except for Ex-Service Men).
  - 2.5 Ex-servicemen claiming equivalence in qualification shall be required to produce a copy of equivalence certificate.

**2.6** The Candidate(s) possessing Qualifications higher than the notified essential qualification [in full time mode] as detailed below against the particular posts [refer at Table II above] shall not be considered Eligible:

Sl. No.	Posts	Qualification which shall attract Ineligibility for the post
1	For post(s) mentioned at Sl. No.1 to 8 in table II	BE/ B.Tech
2	For post(s) mentioned at Sl. No.9 in table II	PhD
3	For post(s) mentioned at Sl. No.10 & 11 in table II	M.Sc
4	For post(s) mentioned at Sl. No.12-19 in table II	Diploma in Engineering and/or BE/B.Tech

**Suppression of information regarding possession or attainment of higher qualification shall render the candidate(s) INELIGIBLE for consideration at any stage of selection and termination of services at any time during employment, if recruited.**

**2.7** In case of Degree/ Diploma in Management qualifications where there is a mention of **Dual specialization**, one of the specializations necessarily needs to be function specific for which the post has been advertised.

**2.8** Minimum percentage of marks in the essential qualification(s), as specified shall be considered as per Institute/ University rules/ norms.

**2.9** Wherever CGPA/ OGPA/DGPA/CPI or letter grade in a Degree is awarded, equivalent percentage of marks should be indicated in the application as per norms adopted by University/ Institute. Candidates will be required to submit documentary proof/ certificate to this effect from the Institute/ University at the time of selection process, if called for the same.

**2.10** **Minimum Essential Post Qualification Experience should be full time** (including experience as Foreman (Trainee)/ Diploma Engineer Trainee (DET) in line in State/ Central Government Department(s)/ Institution(s)/ Undertaking(s) and/or Large Private Sector Organization(s)/ Institution(s)/ Company(ies) of repute) as on **15.09.2022**.

**2.11** The period of Apprenticeship training (as per The Apprenticeship Act 1961) of the candidates in the relevant industry of State/ Central Government/ Department(s)/ Organization(s)/ Undertaking(s) and/or Large Private Sector Organization(s)/ Institution(s)/ Company(ies) of repute as prescribed against the post will be considered as experience against the requisite post qualification minimum essential experience criteria subject to fulfillment of all other eligibility criteria as per the terms and conditions. Candidates have to produce certificate issued by both Statutory Body & the organization of training, in proof of having completed the apprenticeship training. However, **Industrial/ Vocational/Articleship Training undergone as a part of a course curriculum will not be considered against minimum essential experience criteria.**

**2.12**

a. **For posts at Sl. No. 1 to 9 in Table-II above:** For these posts, only direct work experience including fixed term basis employment in a State/ Central Government Department(s)/ Organisation(s)/ Undertaking(s) and/ or Large Private Sector Organisation(s)/ Institution(s)/ Company(ies) of repute, will be taken into consideration.

b. **For posts at Sl. No. 1 to 5 & 9 in Table-II above:-Candidates working on Contract through empaneled agency/contractor/organization which meets the respective applicable Criteria for the post of being a Power Plant/Steel Plant/Cross Country Hydrocarbon Pipelines/ Petrochemical Plant/ Hydrocarbon Refinery/ Fertilizer Plant/Chemical Plant or other relevant process Industry in a State/Central Government Department(s)/institution(s)/ Undertaking(s) and/or Large Private Sector Organization(s)/ Institution(s)/Company (ies) of repute will only be considered.**

- c. **For posts at Sl. No. 6 to 8 in Table-II above: Candidates working on Contract through empaneled agency/contractor/organization which meets the applicable Criteria for the post of being a State/Central Government Department(s)/institution(s)/ Undertaking(s) and/or Large Private Sector Organization(s)/ Institution(s)/Company (ies) of repute will only be considered.**
- d. **For posts at Sl. No. 10 to 19 in Table-II above: Work experience of candidates working with Department(s) in State/Central Govt. Department/Organization(s)/Undertaking(s) and/or Large Private Sector Organization/ Institution/ Company of repute would mean the Organization/ Institution/ Company where he/she is working/has worked OR has been deployed on contract basis through empanelled agency/ contractor/organisation .**
- e. **Large Private Sector Organization/ Institution /Company of repute** shall include Listed companies (which would mean and include companies listed on NSE or group A OR B of BSE) OR Organization/Institution/ Companies with more than 500 employees OR having an annual turnover of more than Rs.250 crores during the relevant Financial year(s) of employment in that organization.

### 3. Relaxation in Minimum Qualifying Percentage of Marks in Essential Qualification(s)

Relaxation in minimum qualifying percentage of SC/ ST and PwBD category candidates has been provided as per following: -

- 3.1 **Wherever minimum qualifying percentage of marks (refer to Table-II) have been specified for UR/ EWS/ OBC (NCL) category candidates, a 5% relaxation against the minimum notified percentage (as per Table-II above) will be provided for SC, ST and PwBD category candidates.**
- 3.2 **SC/ ST /PwBD candidates applying against unreserved posts** shall be considered under general standard of merit and **no relaxation in minimum qualifying percentage** of marks in education qualification shall be available to them.

### 4. Upper Age Limit and Age Relaxation

- 4.1 Upper Age Limit is indicated against each post in the Table-II above as on **15.09.2022**.

*The relaxation in upper age limit as detailed in **Table -III** below is applicable only in respect of posts which are reserved for SC/ ST/ OBC (NCL) category candidates*

**Table-III**

Sl. No.	Category	Applicable age relaxation (in years)
1	SC/ST	5
2	OBC(NCL)	3
3	PwBD- GENERAL/EWS	10
4	PwBD-OBC(NCL)	13
5	PwBD- SC/ST	15

- 4.2 **Relaxation in age limit shall be applicable for PwBD category candidates irrespective of the fact whether the post is reserved or not**, provided the post is identified suitable for concerned PwBD category candidates. **Relaxation and concessions for PwBD category candidates will be in accordance with the Government of India directives in this regard.**
- 4.3 The upper age limit is also relaxable by **05 years** for candidates domiciled in **the State of Jammu & Kashmir** between 01.01.1980 and 31.12.1989.

- 4.4 **SC/ ST/ OBC (NCL) category** candidates applying for any **post marked Unreserved (UR)** shall be considered under **general standard** of merit and no relaxation in upper age limit shall be available to them.
- 4.5 In case of Ex-servicemen who have put in **not less than six months** continuous service in the Armed Forces of the Union, they shall be allowed to deduct the period of such service from their actual age, and if the **resultant age does not exceed by more than 03 years the maximum age limit prescribed** for the post/ services for which a candidate applies for, he/ she will be deemed to satisfy the conditions regarding meeting the age limit.
- 4.6 Age relaxation is extended to the members of Co-operative Societies i.e., M/s Progressive Technical Workers Cooperative Society Limited, Vaghodia & Vadodara, M/s Allied Services Workers Cooperative Society Limited, Vaghodia, M/s Vasishta Techno and Non-Techno Crafts Labour Contracts Co-operative Society Limited, Rajahmundry and Project Affected Persons of different GAIL locations subject to submission of true copies of supporting documents and also subject to the same being found in order.
- 4.7 **Maximum upper age of the applicants shall not exceed 56 years including all possible age relaxations.**

## 5. **EMOLUMENTS**

- 5.1 The candidates selected for post(s) in various grades shall be on probation for a period of one year and shall draw initial basic pay in the corresponding pay scales as indicated in **Table-IV** below:

**Table-IV**

Grade	Pay Scale	Initial Basic Pay
S-7	Rs.35,000-1,38,000/-	Rs.35,000/-
<b>S-5</b>	<b>Rs.29,000-1,20,000/-</b>	<b>Rs. 29,000/-</b>
S-3	Rs.24,500-90,000/-	Rs. 24,500/-

- 5.2 **Pay and Allowances:** Basic Pay as applicable in the grade, Variable Dearness Allowance (VDA) at the applicable rates and perks & allowances under Cafeteria Approach. No Candidates joining the post shall be granted any kind of Pay-Protection.
- 5.3 **Variable Pay:** Performance Related Pay based on individual and organizational performance.
- 5.4 **Other Benefits:** Company Accommodation/ Leased Accommodation/ HRA, medical facility, group insurance, house building advance, conveyance advance, etc. as per rules of the company.
- 5.5 **Superannuation Benefits:** Subject to fulfilling of requisite terms & conditions, employees will be eligible for Contributory Provident Fund, Gratuity, and Pension under Defined Contributory Scheme. Further, Post-Retirement Medical Benefits under Defined Contributory Scheme will be extended to those who superannuate from GAIL after rendering a minimum of 15 years of continuous service.
- 5.6 All the above benefits will be governed by the policy of the Company in force and as amended from time to time.

## 6. **PLACEMENT/ ASSIGNMENTS**

The selected candidates may be posted at any of the installations/ projects/ offices, etc. of GAIL (India) Limited or any of the subsidiaries/ Joint Ventures of GAIL (India) Limited or deputed to any Department of Govt. of India/ other PSUs, etc. The selected candidates may be assigned jobs/ functions/ assignments as per the business requirements of the Company including working in shift operations.

## 7. APPLICATION FEE

- 7.1 At the time of submission of online application for the post, candidates belonging to **General, EWS and OBC (NCL)** category are required to pay a **non-refundable** application fee of **Rs. 50/- (Rupees Fifty only)** (excluding applicable Convenience Fee and Taxes).
- 7.2 The Application fee once paid will **neither be refunded on any** account nor would this fee be held in reserve for future exam/ selection.
- 7.3 **SC/ ST/ PwBD category candidates are exempted from payment of application fees** subject to submission of true copy of certificate(s) as applicable, issued by the Competent Authority in the Central Govt. format(s) at the time of document verification.

## 8. HOW TO APPLY

- 8.1 **CANDIDATES WILL BE REQUIRED TO APPLY ONLINE THROUGH GAIL WEBSITE (<https://gailonline.com/CRApplingGail.html>)** : No other means / mode of application shall be entertained. Application portal for the same shall remain open from **1100 hrs. onwards 16.08.2022 and upto 1800 hrs. on 15.09.2022.**
- 8.2 Candidates can apply for **ONE POST ONLY**. In case of submission of more than one application by a candidate, the latest application submitted shall be considered for the purpose of this advertisement. No further correspondence regarding this shall be entertained.
- 8.3 Before registering/applying online, candidates are advised to go through **Detailed Instructions**. The candidate should possess the following and keep the same handy while applying online:
- (i) **Valid email ID and mobile no.**
  - (ii) **Scanned copy of self-attested recent passport size colored photograph (3.5 X 4.5 cm) of the candidate. Size of file should be upto 100kb in .Jpg/.jpeg format only.**
  - (iii) **Scanned copy of signature (signed on white paper with black pen) of the candidate. Size of file should be upto 100kb in .Jpg/.jpeg format only.**
  - (iv) **Details of Debit Card/Credit Card/Net Banking required for paying online application fee.**
- 8.4 After submitting online application, candidate is required to download the Application Form generated by the system with unique registration number. Candidate should put his/ her signature at the space provided and keep the form with him/ her for future reference.
- 8.5 Candidates should have a valid personal e-mail ID and mobile number. It should be kept active during the entire recruitment process. Registration number, password, and all other important communication will be sent on the same registered e-mail ID (*please ensure that email sent to this mailbox is not redirected to your junk/spam folder*).
- 8.6 Candidates should take utmost care to furnish the correct details while filling in the on-line application. **CANDIDATE CAN EDIT THE INFORMATION AT ANY STAGE BEFORE SUBMISSION**. Hence, candidates are advised to take a preview of the application before submitting the same. Once the form is submitted, it can't be edited.

8.7 The step by step process for submitting the application form for the same is given below:

- (i) Visit GAIL website and Click on the link of “Apply Online” given in the career Section of the Website. Candidate are advised to carefully read the advertisement before applying for any particular post.
- (ii) Read Important Instructions and Click on (v) ‘I Agree’ Button.
- (iii) Register by filling up necessary details (Post opted, name, Mobile No. and e-mail ID and click on Submit Button).
- (iv) Check Application Sequence No., User ID & Password received on your-mail and mobile number.
- (v) Re-login to your account by entering User ID and password received through e- mail.
- (vi) Fill-up application form and upload Photo and Signature.
- (vii) Check Preview of the Application Form and make corrections, if any.
- (viii) Press Submit Button.
- (ix) Make Online payment through Debit Card/Credit Card/Net Banking (if applicable). For detailed procedure for payment of fees refer clause 7 above.
- (x) Download the application form for future record.

8.8 After submitting online application, candidate is required to keep the copy of the Application form with unique Application Sequence number handy for future reference. The same can be downloaded from the site after successful submission of the online application form.

8.9 **Candidates are NOT required to submit hard copy of application form to GAIL at this stage.**

8.10 In case the candidate is called for **document verification process**, he/she has to bring the downloaded application form with all **ORIGINAL DOCUMENTS** [in the order as mentioned below] together with ONE SEPARATE SET OF PHOTO COPY of all documents duly **SELF ATTESTED** (in the same order) at the time of document verification process, **failing which he/ she will not be permitted to appear** in the further Selection Process:

- (i) Copy of Receipt Number obtained through payment gateway, if applicable.
- (ii) Print out of the Online Application form, duly signed along with 02 recent passport size photographs (same photograph as uploaded on the online application form).
- (iii) Document in support of Date of Birth proof – Matriculation/ Class-X Certificate/Class X Mark Sheet.
- (iv) Income and Asset Certificate/Caste/Tribe certificate [for SC/ ST/ OBC (NCL)/EWS category candidates as applicable] in the prescribed format issued by the Competent Authority as prescribed by Government of India, Disability certificate [in case of PwBD category candidates] in the prescribed format issued by the Competent Authority and Ex-servicemen Proof (in case of Ex-servicemen candidates). OBC (Non Creamy Layer)/EWS category candidates are required to submit latest caste/category/ Income and Asset certificate.
- (v) All Certificates/Testimonials in respect of qualifications (all semester/year wise Mark Sheets, Degree & Diploma certificates starting from matriculation onwards) Documentary proof/ certificate from the Institute/ University (as per norms adopted by University/ Institute) indicating equivalent percentage of marks secured in case degree is awarded in CGPA/ OGPA/DGPA/CPI or letter grade.
- (vi) Complete and Proper Experience certificates/ Documents issued by the Employer in support of experience details mentioned by the candidate in the online Application Form.

Only following types of documentary proofs towards experience will be considered:



**I. For Past Employment:**

- Experience letter/Service Certificate issued by competent and authorized executive of the organization indicating Name, Designation, date of joining including date of relieving the organization by the employee concerned and any document clearly mentioning the roles and responsibilities in the organization. **AND**
- Any two of the following documents:
  - a. Last pay slip/salary slip
  - b. Annual Increment letter
  - c. Promotion order/Transfer order
  - d. PF statement clearly mentioning the Employer details
  - e. Offer Letter/Appointment letter clearly mentioning the date of joining the organization along with the Terms and Conditions of Employment
- For candidates working on contract basis through empaneled agency/ contractor, they need to submit the copy of the work order issued to the agency/ Contractor OR proof of award of contract (Like LOA, FOA, Completion Certificate, Execution Certificate) and PF remittance sheet indicating the employment in the period of work order along with the above documents.

**II. For Current Employment:**

- Offer Letter/Appointment letter clearly mentioning the date of joining the organization along with the Terms and Conditions of Employment along with Latest Pay slip/Salary slip and any document clearly mentioning the roles and responsibilities in the organization **AND**
- Any two of the following documents:
  - a. Identity card issued by current employer
  - b. Annual Increment letter
  - c. Promotion order/Transfer order
  - d. PF statement clearly mentioning the Employer details
  - e. Experience letter issued by competent and authorized executive of the organization clearly indicating the designation and date of joining the organization
- For candidates working on contract basis through empaneled agency/ contractor, they need to submit the copy of the work order issued to the agency/ Contractor OR proof of award of contract (Like LOA, FOA, Completion Certificate, Execution Certificate) and PF remittance sheet indicating the employment in the period of work order along with the above documents.

**III. Document in support of Large Private Sector Organization/ Institution /Company of repute:**

- Documentary proof towards listing of the organization/company/Institution on NSE **OR** listing on Group A OR B of BSE in the relevant Financial Year of employment **OR**
- Proof of having more than 500 employees in the relevant year of employment in that organization (documents that can be accepted are)
  - Audited /Published Annual Report of the relevant Year **OR**
  - Certification from HR department declaring Employee Strength of more than 500 for the relevant year **OR**
  - Declaration on the Company's Website for the Relevant year **OR**
- Proof of having Annual Turnover of more than Rs. 250 crores in the relevant Financial year(s) of employment. (documents that can be accepted are)
  - Published/Audited Annual Report clearly mentioning the Turnover for the relevant Financial year **OR**
  - Published/Audited Profit & Loss Statement of the relevant Financial year **OR**

- Report from Ministry of Corporate Affairs (MCA) mentioning the Turnover for the relevant Financial year **OR**.
- Turnover certificate for the relevant Financial year issued by the organization on its letter head.

*In the event of absence of aforementioned documents as mentioned under clause 8.10( vi) above, candidature of such candidates shall be liable to be rejected.*

*Candidate needs to ensure the Experience letter/Certificate in respect of Large Private Sector or Company of Repute, issued by HR or any other Competent Authority is duly signed with the name and designation of the signing authority clearly mentioned in the letter.*

- (vii) **NOC/ Forwarding Letter from the employer** in case the candidate is currently employed in Central/ State Government Department, Central/ State PSU or Semi Government organization.
  - (viii) **Valid ID Proof:** PAN Card/ Voter ID/ Aadhaar Card/ Driving License etc.
  - (ix) **Candidates should ensure that they bring all the documents as mentioned above to the venue of document verification. In the event of failure of candidate to submit any of the required documents as mentioned above, candidature of such candidate shall be liable to be rejected.**
  - (x) In case of any doubt/clarification pertaining to the document(s) submitted/eligibility of the candidate, **GAIL reserves the right to ask for additional documents to be produced which the candidate needs to submit.** Failure to submit the same shall render cancellation of the candidature.
- 8.11 **Three** copies of the same photo (as uploaded on the online application) should be retained for future use. Candidates are advised not to change their appearance till the recruitment process is complete.
- 8.12 Before applying for the post, candidates should ensure that he/ she fulfills the eligibility criteria and other conditions mentioned in this advertisement. GAIL reserves the right to reject any application at any stage of the recruitment process, if the candidate is found ineligible for the post for which he/ she has applied. The application fee paid by ineligible candidates shall be forfeited. No correspondence shall be entertained in this regard.
- 8.13 Queries/ Clarifications/Difficulties if any, may be raised under the **help-desk** tab available in the online application portal itself.

## **9. HEALTH/MEDICAL FITNESS**

- 9.1 Appointment to the above posts will be subject to the candidate being medically fit as per the standards prescribed for the post by the Company. Every candidate appointed to a post in the Company shall be required to get his/her Pre-Employment Medical Examination done in a Central/ State Government Hospital (having the status of minimum District Hospital) or in GAIL nominated empanelled hospitals and submit Medical reports in the prescribed formats issued by Medical Authority i.e., Chairman of Medical Board or Civil Surgeon or Medical Superintendent or Chief Medical Officer or equivalent of a Central/ State Government Hospital (having the status of minimum District Hospital) or in GAIL nominated empanelled hospital. Acceptance of joining will be subject to the Medical Fitness Certificate so issued by the Medical Authority and being further accepted by designated CMO, GAIL (India) Limited. GAIL reserves the right to re-examine or review the Medical Examination report submitted by the candidate without assigning any reason and decision of GAIL's designated CMO will be final and binding.
- 9.2 Candidates are advised to ensure that they are Medically Fit as per GAIL's Pre-Employment Medical Standard. Candidates are advised to go through detailed guidelines on Medical Standards/ Norms for Medical Fitness and Pre-Employment Medical Examination available on GAIL Career Website ([https://gailonline.com/CR-current\\_SC\\_form\\_medical.html](https://gailonline.com/CR-current_SC_form_medical.html)).

## 10. SELECTION PROCESS

- 10.1 Candidates fulfilling all the eligibility criteria (based on the application as submitted in the online application), will be considered for further Selection Process. Depending on the number of candidates fulfilling all criteria, candidates will undergo single stage/ multiple stage selection process. In the event of number of applications being large, GAIL will adopt shortlisting criteria to restrict the number of candidates to be called for further selection process to a reasonable number by suitably raising the minimum eligibility standards.
- 10.2 Shortlisting and selection will be based on the details provided by the candidates; hence it is necessary that only accurate, full and correct information is furnished by the applicants. Furnishing of wrong/ false information will be a disqualification and GAIL will not be responsible for any consequence of furnishing such wrong/ false information.
- 10.3 If at any stage during the recruitment and selection process, it is found that the candidates have furnished false or wrong information; their candidature will be **Summarily Rejected and No TA shall be paid to such candidates**. Canvassing in any form during any stage of recruitment process will lead to cancellation of candidature.
- 10.4 All the details given in the online form will be treated as final and no changes will be entertained.
- 10.5 It may please be noted that submission of online applications under fictitious / pseudo names/ email ids is strictly prohibited. Any candidate resorting to such practices will be liable for suitable action under the provisions of IT Act 2000.
- 10.6 Following selection process shall be adopted for posts mentioned in **Table-V** below:

**Table-V**

Sl. No.	Name of the Post	Grade	Selection Process
1	Junior Engineer (Mechanical)	S-7	Written Test and/or Trade Test in the relevant discipline
2	Junior Engineer (Chemical)	S-7	
3	Junior Superintendent (Official Language)	S-5	Written Test and/or Skill Test [i.e. Computer Proficiency Test and/or Translation test]
4	<b>Junior Superintendent (HR)</b>	<b>S-5</b>	<b>Written Test and/or Skill Test</b> [i.e. Computer Proficiency Test]
5	Jr. Chemist	S-5	Written Test and/or Trade Test in the relevant discipline
6	Foreman (Electrical)	S-5	
7	Foreman (Instrumentation)	S-5	
8	Foreman (Mechanical)	S-5	
9	Foreman (Civil)	S-5	
10	Operator (Chemical)	S-3	Written Test and/or Trade Test in the relevant discipline
11	Technician – Mechanical	S-3	
12	Technician– Instrumentation	S-3	
13	Technician- Electrical	S-3	
14	Technician (Telecom & Telemetry)	S-3	
15	Technical Assistant (Laboratory)	S-3	
16	Operator (Fire)	S-3	Written Test and/or Skill/Trade test & Physical Endurance Test
17	Accounts Assistant	S-3	Written Test and/or Skill Test [i.e. Computer Proficiency Test]
18	Assistant (Store & Purchase)	S-3	
19	Marketing Assistant	S-3	

**Note: Skill/Trade/ Computer Proficiency Physical Endurance Test will be of qualifying nature**

10.7. The selection process as indicated above is tentative. Selection Process may, however, vary depending upon the administrative/ business requirements of the Company/GOI directives/Pandemic Situation.

10.8. **NORMALIZATION:**

In case Written Test for a single post is conducted in multiple shifts, the normalized Written Test score will be utilized in such post. The method of normalization shall be decided by GAIL and will be final in all respect.

10.9. **Test Centers:** - Candidates have to give preference of city of their Test Centre while filling online application and no change under any circumstances will be considered subsequently. However, GAIL reserves the right to assign any test centre, cancel or add any center. The test Center options are- **Delhi NCR, Lucknow, Ahmedabad, Bhopal, Mumbai, Kolkata, Hyderabad, Bengaluru and Chennai.**

11. **OTHER TERMS & CONDITIONS AND GENERAL INSTRUCTIONS**

11.1. **Only Indian Nationals above 18 years of age** are eligible to apply.

11.2. The candidates should ensure that they fulfill all the eligibility criteria and other conditions of this advertisement and that the particulars furnished by them in the online application and the documents submitted by them later on (in terms of Clause 8.10 as mentioned above) are correct in all respects. **Mere admission to the selection process does not imply that the Company (GAIL) has been satisfied about the candidate's eligibility. In case it is found at any stage of the recruitment process that a candidate does not fulfill any of the eligibility criteria, and/ or that he/ she has furnished any incorrect information or has suppressed any material fact(s), his/ her candidature will stand cancelled. If any of these shortcomings(s) is/ are found even after appointment, his/ her services shall be summarily terminated.**

11.3. **The details entered by the candidate at the time of online registration are final and binding. While applying the candidates should enter their name as it appears in the SSC/Matriculation Certificate.** Further, request for change of Mailing Address/email ID/ Category/Posts as declared in the online application shall not be entertained.

11.4. **Candidates should possess a valid email ID.** Candidates are advised to keep the email ID (to be entered compulsorily in the online application form) active for at least one year. No change in the email ID will be allowed once entered. **All correspondence with candidates shall be done through email only.** All information/ communication regarding participating in the Selection Process shall be provided through email to the candidates found apparently eligible based on the online application data and documents submitted. Responsibility of receiving and downloading of information/ communications etc. will be of the candidate. GAIL will not be responsible for any loss of email sent, due to invalid/ wrong email ID provided by the candidate and no correspondence in this regard shall be entertained.

11.5. Only short-listed candidates who are found apparently eligible based on the online application data will be called for participating in further Selection Process. In case the applicant does not receive any communication within **120 days** from the date of publication of this advertisement, it may be presumed that he/ she has not been short listed for further Selection Process.

11.6. Category [**GEN/EWS/SC/ ST/ OBC (NCL)/ PwBD**] once filled in the online application form will not be changed and no benefit of other category will be admissible later on.

11.7. The OBC candidates who belong to "**CREAMY LAYER**" are not entitled for OBC concession and such candidates have to indicate their category as "General".

11.8. Relaxations/ Reservations for EWS/SC/ ST/ OBC (Non-Creamy Layer)/ PwBD (degree of impairment 40% or above)/ Ex-Serviceman (ESM) as per Government of India Directives are applicable.

### 11.9. Degree of Disability for reservation

Only such PwBD candidates would be eligible to get the applicable benefit of reservation/ concessions who suffer from not less than 40% of relevant disability. For claiming the benefit of reservation/ concessions applicable for PwBDs, the candidates will have to submit a disability certificate as per formats prescribed by the Ministry of Social Justice and Empowerment vide notification no. G.S.R. 591 (E) dated 15.06.2017 in support of their claim. In case, the candidate fails to produce the certificate in the prescribed format issued by Competent Authority, his/ her candidature shall not be considered.

**11.10.** Candidates belonging to **SC/ ST** category should produce their caste certificate in the prescribed format issued by Competent Authority as prescribed by Government of India in support of their claim. In case, the candidate fails to produce the certificate in the prescribed format issued by Competent Authority as prescribed by Government of India, his/ her candidature shall not be considered.

**11.11.** Candidates belonging to **OBC (Non-Creamy Layer)** category should produce their **latest** caste certificate in the prescribed format issued by Competent Authority as prescribed by Government of India in support of their claim. The name of the caste and community indicated in the OBC (NCL) certificate must appear in the central list of Other Backward Classes. In case, the candidate fails to produce his/her latest caste certificate in the prescribed format issued by Competent Authority as prescribed by Government of India, his/ her candidature will not be considered. Further, OBC (NCL) candidates will have to give a self-undertaking indicating that they belong to OBC (NCL) category at the time of participating in the Selection Process, if called for the same.

**11.12.** Candidates seeking reservation under **EWS category** should produce their latest Income and Asset Certificate issued by Competent Authority ( as per the prescribed format). The prescribed format and the Competent Authority have been given in Department of Personal & Training Office Memorandum No. 36039/1/2019-Estt (Res) dated 31.01.2019. **The EWS certificate issued by Competent Authority should be valid as on the closing date for receipt of online application in GAIL.**

**11.13.** Such candidate from Armed Forces, who has been released/retired/discharged from Armed Forces and qualified as an Ex-servicemen is required to **submit an undertaking {Form of Undertaking to be given by Candidates Applying for Civil Posts under Ex-Servicemen Category}** duly signed by him/her stating that he/she has not secured any appointment on the civil side prior to this appointment along with his application at the time of Document verification.

**11.14.** To download the prescribed format for OBC(NCL)/SC/ST/EWS/PwBD/ESM, please click relevant link "Download prescribed format for SC/ ST/ OBC (NCL)/EWS/ PwBD certificate" available on 'Careers' section of GAIL Career Link ( <https://gailonline.com/CRcurrentSCformdownload.html>)

**11.15.** Candidates who are registered with Local Employment Exchange(s) and meet the prescribed eligibility criteria, whose names are sponsored to GAIL (India) Limited against this notification **are advised to apply Online on GAIL's recruitment portal. No other mode of application in this regard will be entertained.**

**11.16.** Candidates presently employed in Central/ State Government Department, Central/ State PSUs or Semi Government Organization shall either **forward their application through Proper Channel** or shall produce **NOC** from their present employer at the time of document verification. In case, the application of the candidate is not forwarded through **proper channel** or the candidate fails to produce **NOC** from his/ her present employer at the time of document verification, his/ her candidature shall not be considered **and No TA shall be paid to such candidate.**

**11.17.** Candidature of the registered candidate 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.

- 11.18.** GAIL reserves the right to raise the minimum eligibility standards. GAIL also reserves the right to fill or not to fill all or any of the above positions and cancel/ restrict/ enlarge/ modify/ alter the recruitment/ selection process without any further notice or assigning any reasons whatsoever.
- 11.19.** The prescribed qualification/ experience criteria are minimum and mere possession of the same does not entitle a candidate for participating in the Selection Process. GAIL's decision shall be final in this regard.
- 11.20.** The candidates will have the option to appear for Written Test either in Hindi or English.
- 11.21. No Travelling expense would be payable to candidates called for the written test.**
- 11.22.** The list of selected candidates for appointment to the above posts will be displayed on GAIL Website (<https://gailonline.com/CRShortlist.html>) for the information of the candidates in due course of time. Candidates are advised to visit GAIL Website (<https://gailonline.com/CRApplingGail.html>) for latest updates.
- 11.23.** Any revision, clarification, addendum, corrigendum, time extension, etc. to the above advertisement will be hosted on "Careers" section of GAIL website: [www.gailonline.com](http://www.gailonline.com) only and no separate notification shall be issued in the press. Candidates are requested to visit the website regularly to keep themselves updated. Further, candidates are also advised to check the FAQs hosted against the advertisement on GAIL Website (<https://gailonline.com/CRApplingGail.html>) for clarifications if any.
- 11.24.** Any canvassing directly or indirectly by the applicant will disqualify his/ her candidature. Any dispute with regard to recruitment against this advertisement will be settled within the jurisdiction of **Delhi High Court** only.

**11.25. IMPORTANT DATES**

Sl. No.	Activity	Date
1	Commencement of On-Line registration of application by candidates	<b>16.08.2022 (11.00 hrs.) onwards</b>
2	Last date for on-line registration and submission of application by candidates	<b>15.09.2022 (Upto 18.00 hrs.)</b>

**Admit card for written test shall be issued separately to the eligible candidates.**

**12. IMPORTANT**

- 12.1** The Online Application shall be deemed to be submitted only upon receipt of Application Fee (as applicable), upload of Self Attested - Photograph and other documents as mentioned at per clause 8.3 (iv) above.
- 12.2** Candidates are advised in their own interest to complete the registration process, pay application fee online (as applicable) and make final submission of online application sufficiently in advance before the last date so as to avoid the possibility of disconnection /inability / failure to log on to the website on account of heavy load on internet or website jam.
- 12.3** We hereby caution the general public not to fall prey to the dubious agencies/organizations/individuals/aiming at fleecing money from the innocent public. Don't believe any advertisement/job announcement of GAIL (India) Limited circulated through e-mail, social media etc. Please rely on information hosted on our website [www.gailonline.com](http://www.gailonline.com) for any job/career related information pertaining to GAIL (India) Limited.

**ADVT. No: GAIL/OPEN/MISC/01/2022**



India's  
**No.1**  
Natural  
**GAS**  
Company

