

Recruitment of GTs in Legal Discipline at E1 level through CLAT – 2022 for LLM

Advt. No. 7/2022 (R&P)

Oil and Natural Gas Corporation Limited (ONGC), a "Maharatna" Public Sector Enterprise, is the largest Crude Oil and Natural Gas Company in India, contributing around 70 per cent to Indian domestic production.

ONGC offers one of the best compensation packages in cost to company (CTC) terms in the country with opportunity of merit-oriented advancement in a professionally managed organization focused on growth.

We are looking for young, promising and energetic aspirants with bright academic records to join the organization as Class I executive (at E1 level) for the post of Assistant Legal Adviser through CLAT 2022 for LLM.

The pay scale is in the grade of ₹ 60,000- 1, 80,000/- with an increment of 3% per year. Besides Basic Pay, the employee is entitled to allowance @ 35% of Basic Pay under Cafeteria Approach, Dearness Allowance, HRA/Company Accommodation, Contributory Provident Fund, Conveyance Maintenance, Substantial Performance Related Pay (PRP), Medical Facility for self and dependents, Gratuity, Post Retirement Benefit Scheme and Composite Social Security Scheme as per Company rules.

1. NAME OF THE POSTS ,ELIGIBILITY CRITERIA AND VACANCY

S.N.	Post	Essential Qualification	Number of Posts						PWBD Reservation		
			UR	OBC	SC	ST	EWS	Tot	Identified Suitable for PWD	A	Tot
1.	Assistant Legal Adviser	Graduate Degree in Law (Professional) with minimum 60% marks. "Practicing advocate with 3 years' experience would be preferred" for all categories.	6	3	3	0	2	14	Category A(B,LV); B(D,HH); C (OA,BA,OL,OAL,BL, BLOA,BLA,AAV,DW,LC); D(SLD) & E (Combination of A to D)	1	1(A-1)
Total			6	3	3	0	2	14		1	1

Abbreviations Used: **Category A** = Blindness and Low Vision; **Category B** = Deaf and Hard of Hearing; **Category C** = Locomotor disability including Cerebral Palsy, Leprosy Cured, Dwarfism, acid attack victim and muscular dystrophy; **Category D** = Autism, intellectual disability, specific learning disability and mental illness; **Category E** = Multiple disabilities from amongst persons under Categories (a) to (d) including deaf-blindness; B=Blind, LV= Low Vision, D=Deaf, HH= Hard of Hearing, OA= One Arm, OL= One Leg, OAL= One Arm and One Leg, BL=Both Legs, BA= Both Arms, BLA = Both Legs Arms, BLOA = Both Legs and One Arm, DW = Dwarfism, LC = Leprosy Cured, AAV = Acid Attack Victims, SLD= Specific Learning Disability

Note:

- The courses offered by Institutes / Universities through the regular mode should be approved / recognized by the relevant statutory bodies for employment to posts and services under the central Government like Association of Indian Universities (AIU)/ UGC/AICTE etc. Candidates who have obtained their qualification through Distance Learning / part time mode are also eligible to apply provided their qualification is recognized by the relevant statutory bodies for employment to posts and services of the central government.
- Calculation of percentage of marks in the qualifying degree is as per University / Institution rules.
- Wherever CGPA/ OGPA/ CPI/ DGPA or letter grade in degree is awarded, equivalent % of marks should be indicated in the online application as per norms adopted by concerned University/ Institute. Please also obtain a certificate to this effect from the University/ Institute, which shall be required to be submitted at the time of interview. If university/Institute does not have the provision for conversion CGPA/ OGPA/ CPI/ DGPA or letter grade into percentage than the equivalence will be established by dividing the candidate's relative grade with maximum possible corresponding scale and multiplying the result with 100.
- Candidates must be able to produce mark sheet and course completion certificate with minimum 60% of marks in the essential qualification issued on or before 31/07/2022 failing which their candidature will be treated as cancelled.
- Where the posts specified in this advertisement are not reserved for a category (ies), a reserved category candidate can also apply provided she/ he fulfill the criteria specified for Unreserved Category. She/ Heshall be treated at par with unreserved category candidates in selection process.
- Candidates seeking reservation under EWS will have to submit at the time of document verification before 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. A copy of the same can also be downloaded from the online application site
- Where in any recruitment year any vacancy earmarked for EWS cannot be filled up due to non-availability of a suitable candidate belonging to EWS, such vacancies for that particular recruitment year shall not be carried forward to the next recruitment year as backlog and the vacancy will be filled by other than EWS candidates.

2. Age Limit (with age relaxation) as on 31.07.2022

Category	Maximum Age
Unreserved/EWS	30 Years
OBC	33 Years
SC	35 Years
PWBD	40 Years (Further relaxed by 3 years for OBC & 5 years for SC/ST)
Departmental Candidates [#]	Relaxation as per respective category and further relaxation to the extent of service rendered in ONGC
Ex-Servicemen*	Maximum 35 years irrespective to the category such as General/OBC/SC/ST.

*- Ex-servicemen candidates can get relaxation upto 5 years subject to eligibility and there will not be cumulative relaxation due to reserved category.

#- Such Departmental candidates who are also Ex-servicemen will get age relaxation of either Ex-servicemen or Departmental candidates whichever is maximum.

Note:

- Candidates seeking reservation as SC /OBC, will have to submit at the time of interview, caste certificate, only in the prescribed proforma meant for appointment to posts under the Government of India from the designated authority indicating clearly the candidate's caste, the Act/Order under which the caste is recognized as SC/OBC and the Village/Town the candidates is ordinarily resident of.
- Candidates seeking reservation as PWBD will have to submit at the time of document verification the benchmarked disability certificate only in the prescribed proforma as per Form V/VI/VII (Rule 18(1) of Rights of Persons with Disabilities Rules, 2017).
- Prescribed format of the caste certificate for SC/OBC & disability certificate for PWBD for employment in government undertaking is down-loadable from the online application site.
- OBC candidates must ensure that they possess the latest Non-Creamy layer certificate issued by Government of India authority from time to time. A certificate containing any variation in the caste name will not be accepted.
- No change in the category, already indicated by a candidate in his/her online application form for this exercise, will ordinarily be allowed.
- As per the notification issued for CLAT Authorities for CLAT-2022, the eligibility criteria is different than that of ONGC but for recruitment for Assistant Legal Adviser in ONGC the minimum eligibility criteria would be as per Para 2 above.

3. SELECTION PROCESS:

- Eligible candidates meeting age and minimum eligibility criteria of ONGC as para 2 above and had appeared in Common Law Admission Test (CLAT)-

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2022 for the purpose of admission in post graduate programme (LLM) in the National Law Universities will be considered. Candidates meeting the minimum eligibility criteria as per para 2 above will be shortlisted on the basis of CLAT-2022 Score for posts graduate courses (LLM).

- Score from CLAT-2022 examination ONLY is valid for this recruitment exercise under this advertisement. Scores from previous CLAT examinations are not valid.
- The candidates will be shortlisted in the ratio of five times of the vacancy for interview based on CLAT-2022 Score for LLM subject to have minimum 45% marks for Gen/OBC/EWS candidates and 40% marks for SC/PWBD candidates.
- The final selection of the candidate will be on the basis of following parameters - Educational Qualification; Performance in the CLAT 2022 for LLM Score and Performance in the Personal Interview. Following weightages shall be assigned to the parameters:

Parameters	Maximum Marks	Remark
Weightage of CLAT-2022 for LLM Score	60	(Obtained from CLAT-2022 for LLM Score)
Qualification	25	20 marks for essential qualification and 5 marks for additional qualification for inline Ph.D*.
Interview	15	Pass marks for GEN/OBC/ EWS-9 (60%) Pass marks for SC/PWBD - 6(40%)
Total	100	

* if completed & documentary proof produced on the date of document verification before Interview.

- In order to be selected, candidates are required to be shortlisted based on marks obtained in CLAT-2022 exam for LLM and thereafter required to qualify again in the personal interview separately in addition to fulfilling qualification criteria.

4. Finalization of Merit List

- Candidates who qualify in the interview shall be empanelled in the Merit List.
- Offer of appointment shall be issued to the candidates based on their relative rank in the Merit List prepared on the weighted sum total of marks scored by the candidate in Qualification, CLAT-2022 for LLM Score and interview.
- In case of a tie in the total marks scored between two candidates, candidate who gets more marks in performance (Weightage of CLAT-2022 for LLM Score) is considered senior and if equal marks are scored in performance, then, the one older in age is considered senior for release of name.
- Departmental candidates shall be given first consideration in matters of selection, while other things such as qualification, eligibility and selection criteria etc. remain the same.
- Only **CLAT-2022 for LLM Score** is valid for the recruitment exercise in ONGC under this advertisement. Score from earlier or other CLAT examination is not valid.
- Appointment of selected candidates will be **subject to their passing the company's Medical Examination** as per standards laid down under ONGC Medical Examination of Employees Rules, 1996. Details of the rules are available on ONGC's Website at www.ongcindia.com.

5. How to Apply:

- Candidates who have appeared for CLAT-2022 examination for LLM may apply through Online Application with relevant link available at www.ongcindia.com after paying registration fee and entering the details such as CLAT-2022 registration number, roll no. etc.
- Registration Charges : The registration charges for different category of candidates is as under :

SN	Category	Registration Charges (₹)
1	GEN/OBC/EWS	300/-*
2	SC/ST/PWBD	No charges

*The Registration charges exclude the convenience fee / Bank's Commission plus GST.

- Registration fee is non-refundable.
 - Registration Fee has to be deposited online.
 - Departmental candidates from ONGC would also be required to deposit the applicable registration fee. However, the same would be reimbursable.
- Candidates are advised to submit only one application. In case of multiple applications from a candidate the latest one shall be considered as final and older applications shall be rejected.
 - The candidates will be issued Call letter on their declaration in the online application. Mere issue of Call letter does not indicate that the eligibility of the candidate has been confirmed. The eligibility of the candidate is actually confirmed after document verification at the time of personal interview.
 - All correspondence with the registered candidates shall be done through their registered e-mail and mobile phone only. The candidates are required to keep the registered e-mail and mobile phone active at least for one year from the date of registration.
 - All information regarding candidates shortlisted for interviews etc. shall be available on the website of ONGC - www.ongcindia.com. No separate Interview call letters shall be sent to the candidates by post.
 - The sole responsibility of downloading and printing of interview call

letter shall be that of the candidate.

- No changes shall be allowed once the candidate has submitted his/her online application.
- All the candidates attending Personal Interview whose mailing address is out of the Interview city will be reimbursed single second class to & fro rail fare (inclusive of sleeper charges / reservation charges if paid) by shortest route or actual fare paid whichever is less. Based on the prevailing pandemic situation, the Interview may be conducted virtually. In case the interview is conducted virtually, the mode of interview (Skype/ Cisco Webex / Google Duo / Whatsapp/Zoom/ Microsoft Teams etc.) will be intimated to all the shortlisted candidates in advance. In this case, no TA will be paid to the candidates.

6. Important Dates :

SN	Activity	Date
1	Start date of online registration of application	13/09/2022
2	Last date of online registration of application	03/10/2022

7. General Instructions :

- All the candidates must fulfill the essential requirements of the post and other conditions stipulated in the advertisement. They are advised to satisfy themselves before applying. No enquiry asking for advice as to eligibility will be entertained.
- Applicants are required to apply online only. No manual/ paper application will be entertained.
- Screening and selection will be based on the details provided by the candidate; hence it is necessary that applicants should furnish only accurate, full and correct information. Furnishing of wrong / false information will be a disqualification and ONGC will **NOT** be responsible for any consequence of furnishing of such wrong/false information.
- Candidates should have the **relevant documents** like percentage of marks obtained in the qualifying examination, CLAT 2022 Registration Slip; email id and mobile phone **readily available** with them before they commence the ONLINE application process. This information will be required at the time of filling - in the ONLINE application.
- Candidature of the registered candidate is liable to be rejected at any stage of recruitment process or after recruitment or joining if any information provided by the candidate is found false or is not found in conformity with eligibility criteria mentioned in the advertisement.
- Requests for change of mailing address/ category / discipline as declared in the online application, **will not be entertained**.
- Candidates should retain the copy of their ONGC Registration Slip and Interview Call letter for future reference. Print out of the same should not be tampered with. No documents including copy of Registration slip etc are to be sent to ONGC unless specifically asked for.
- Candidates in employment of **Public Sector undertaking/ Govt. service** will be required to produce **No Objection Certificate(NOC)** at the time of interview. In case NOC is not submitted at the time of interview, the candidate may be provisionally allowed to appear subject to submitting an undertaking that he/she will submit the NOC within a stipulated time frame or will get proper relieving from the existing employer before joining ONGC, if selected.
- ONGC departmental candidates must ensure filling their own CPF Number of ONGC in the appropriate field in the online form, failing which they shall not, **repeat SHALL NOT**, be screened/ considered as departmental candidates from ONGC.
- If more than one application is received from a candidate, **most recent** (current) application will be considered as final.
- Disputes, if any, are subject to Delhi Jurisdiction only.
- The candidates applying for the recruitment should ensure that they fulfill all eligibility conditions for the post against which they apply. Their admission at all the stages of selection process will be purely provisional subject to satisfying the prescribed eligibility conditions. Mere issue of unique ID for online application/ interview call letter to the candidate will not imply that his/her candidature has been finally cleared by ONGC. ONGC takes up verification of eligibility conditions with reference to original documents only after the candidate has been shortlisted for Interview.
- Appointment of selected candidates will be subject to their passing the Company's Medical Examination as per standards laid down under ONGC's Medical Examination of Employees Rules, 1996. Details of the rules are available on ONGC's website.
- The selected candidates are liable to be posted anywhere in India or abroad.
- For more information about the Company you may visit our website www.ongcindia.com.
- Candidates not found to be meeting the prescribed eligibility criteria shall be **rejected** at any stage of the selection process or after selection. Any candidate submitting **false/incorrect** information shall be **rejected** during any stage of selection process or after selection.
- Canvassing in any form or influencing the officials related to the selection / recruitment process would result in immediate disqualification of the candidate. In case of any dispute, the decision of the management of ONGC will be final and binding on all candidates.
- Candidates are also advised not to respond to unscrupulous advertisements appearing in any newspaper. For authenticity of any communication/advertisement in this regard, the candidate must check on ONGC's website www.ongcindia.com.
- It may be noted that ONGC does not seek payments of any kind other than registration fee.

**GM (HR) – Incharge Corporate Recruitment
ONGC, Tel Bhavan, Dehradun**

"ONGC is not responsible for printing errors, if any"