

GAIL (India) Limited
Advt. No: GAIL/OPEN/MISC/4/2024
CAREER OPPORTUNITIES IN VARIOUS DISCIPLINES IN E5 GRADE
(Frequently Asked Questions)

Sl. No.	Query	Reply
1	<p>I have been awarded CGPA/OGPA/SGPA or Letter Grade in my Educational Qualification Marksheet / Certificate.</p> <p>My university/Institute does not provide percentage of marks obtained in the essential qualification as mentioned in the advertisement. What should I do?</p>	<p>Wherever CGPA/ OGPA/DGPA/CPI or letter grade in a Degree is awarded, equivalent percentage of marks should be indicated in the online application form as per norms adopted by University/ Institute. You will be required to submit documentary proof/ certificate to this effect from the Institute/ University at the time of document verification, if you qualify for same. In case there is no such provision or formula for conversion of CGPA/OGPA/DGPA/CPI to percentage, the candidate is required to submit documentary proof issued by University/Institute in writing stating non-availability of such provisions in rules.</p>
2	<p>I have an aggregate of 64.99% marks in Essential Educational Qualification. Am I allowed to round off my percentage of marks?</p>	<p>Rounding off of marks to the next higher digit for calculation of percentage of marks secured in Bachelor degree/ Master Degree etc. eg. 64.99% will not be considered as 65%.</p> <p>Minimum percentage of marks in the essential qualification(s), as specified shall be considered as per Institute/ University rules/ norms. You may refer Clause 3 of the detailed advertisement hosted on GAIL website.</p>
3	<p>I have obtained a degree in B. Tech (Mechanical & Automation), whereas, the essential qualification for the post in the Advt. mentions B.Tech (Mechanical). Am I eligible to apply for the post?</p>	<p>Only essential qualification(s) mentioned in the advertisement against the post(s) are acceptable.</p> <p>For example, for Chief Manager (Renewable Energy) Bachelor Degree in Engineering in Chemical / Electrical / Electrical, Electronics & Power / Electrical & Power / Electrical & Electronics / Electronics /Instrumentation/ Electronics & Instrumentation/Electrical & Instrumentation / Instrumentation & Control/ Mechanical / Production / Production & Industrial /Manufacturing are allowed as minimum qualification as per notified advertisement.</p> <p>Combination(s) of engineering branches viz. Mechanical & Automation or any other such combination of branches in essential qualification will not be allowed if not specifically mentioned in minimum essential qualification as notified in the detailed advertisement hosted in the GAIL website.</p>
4	<p>In case I am not able to produce the Caste/Category/EWS certificate etc., will I be considered in UR category?</p>	<p>No.</p> <p>Category [GEN/EWS/SC/ ST/ OBC (NCL)/ PwBD] once filled in</p>

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		the online application form will not be changed and no benefit of other category will be admissible later on.
5	Are there any medical fitness criteria for the respective post mentioned in the Advertisement?	<p>Appointment to the advertised post(s) in GAIL will be subject to the candidate being medically fit as per the standards prescribed for the post by GAIL.</p> <p>Please refer to Clause 9 of the detailed advertisement on GAIL Website.</p>
6	The name of my caste in the caste certificate (SC/ST/OBC) is mentioned as per state govt list. Is it acceptable?	<p>Caste certificate should be issued by Competent Authority in the prescribed format and the name of the caste should also appear in the central list of the respective State. The prescribed format for OBC-NCL/SC/ST is also available at career section of GAIL website:</p> <p>https://gailonline.com/CRcurrentSCformdownload.html</p>
7	I am currently working in a Government / Public Sector Undertaking. Is "No Objection Certificate" (NOC) mandatory for appearing in the selection process of GAIL?	<p>Candidate who are employed in Central/ State Government departments, Central/ State PSUs or Semi Government organization must submit "No Objection Certificate" (NOC) from their current employer at the time of Selection Process, if called for the same. Failure to submit the same will render disqualification for further selection process.</p> <p>Candidates are advised to apply for NOC in their organization well in time as failure to submit the same at the time of document verification will render disqualification for further selection process.</p>
8	Are Fixed Term Employee (FTE) working in a Government / Public Sector Undertaking required to submit "No Objection Certificate" (NOC)?	<p>Yes, Fixed Term Employee (FTEs) working in a Government / Public Sector Undertaking are required to submit the NOC. In case, NOC is not applicable for the FTEs as per the policy of the Organization, candidates will have to submit a letter from the Organization stating that "<i>NOC is not applicable to the FTEs and they can apply /appear for outside employment.</i>"</p> <p>Candidates are advised to apply for NOC, if applicable, well in time as failure to submit the same at the time of document verification will render disqualification for further selection process</p>
9	I belong to EWS category "My EWS certificate should be valid for which year?	<p>The Income and Asset Certificate should be valid for the financial year 2024-25 and should have been prepared on the basis of income and asset verification for the financial year 2023-24.</p>

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		<p>Income and Asset Certificate shall be submitted by candidates at the time of Selection Process (if shortlisted). In case candidates fail to produce the same at the time of Selection Process, they will not be allowed to appear for Selection Process. Further, their request for change of category will also not be entertained.</p> <p>For details, refer Clause 11.12 of the advt. hosted on GAIL's website.</p>
10	I have completed my degree in MBA/PGDBM/MSW. What acceptable document is to be produced as Specialization proof?	The specialization of the candidate should be mentioned in the final marksheet/degree certificate OR the candidate may obtain a certificate from the concerned University/Institute clearly specifying his/her specialization.
11	I belong to SC/ST/PwBD category. What is the % relaxation in Marks of essential qualification?	Wherever minimum qualifying percentage of marks have been specified for UR/EWS/OBC(NCL) category candidates, a 5% relaxation against the minimum notified percentage will be provided for SC/ST/PwBD category candidates. However, if no post is reserved for SC/ST/PwBD category, such candidates 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.
12	I belong to EWS Category. However, there is no post reserved for EWS Category but there is UR post. Can I apply against it?	<p>Yes.</p> <p>Candidates belonging to EWS/OBC(NCL)/SC/ST category can also apply for the UR post when there is no post reserved for EWS/OBC(NCL)/SC/ST category. However, they will be considered as per the eligibility criteria/ standards as applicable for UR Candidate.</p>
13	Do I need to send the hardcopy print out of the online application form to your office by post?	Candidates are NOT required to submit hard copy of application form and/or any other document to GAIL at this stage.
14	In which format / style should I mention the name in application form?	Candidate should mention his name and father's name exactly the same as mentioned in his matriculation (10 th) marksheet/certificate.
15	My name in the caste/category certificate has slight variation from the name mentioned in matriculation certificate.	Candidate's name and his father's name in the caste/category certificate should exactly be the same as mentioned in his matriculation (10 th) marksheet/certificate.

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16	What type of document can be produced in support of inline experience.	Candidate must submit a document mentioning therein his roles & responsibilities along with period in support of his inline experience. Such documents should be issued by the competent authority of the organization. Please refer Clause 8.7 of the detailed advertisement in this regard.
17	What is the cutoff date for reckoning the age and experience criteria.?	Cutoff date is 11th Dec 2024 for the purpose of reckoning upper age limit and minimum in line experience.
18	I have entered my details incorrectly and submit the online application form. Can I edit the form?	Application details can be edited before final submission . However, personal details submitted at the time of registration cannot be edited after successful registration. Candidates should take utmost care to furnish the correct details while filling in the on-line application. Hence, Candidates are advised to take a preview of the application form before submitting the same. Once the form is submitted, it cannot be edited.

Queries, if any, may be addressed to career@gail.co.in only with the subject line: **Query_ Name of the Post_ GAIL/OPEN/MISC/4/2024.*

Applicants may kindly note that only queries with the aforementioned mentioned subject line and which are relevant to this advertisement shall be replied to.

Queries related to Eligibility Criteria, age relaxation, qualification relaxation, experience relaxation etc. which are clearly mentioned and self-explanatory in the detailed advertisement will not be replied.

GAIL shall not be responsible for not replying to queries sent without the proper subject as mentioned above.
