



**HPCL: *Delivering Happiness...***

**ENGAGEMENT OF FIXED TERM PROJECT ASSOCIATES FOR  
HP GREEN R&D CENTRE, BENGALURU**

**Hindustan Petroleum Corporation Limited (HPCL)** is a **Maharatna** Central Public Sector Enterprise (CPSE) with Highest ever annual Gross sales of Rs. 3,72,642 Crore during FY 2021-22. HPCL is a S&P Global Platts Top 250 Global Energy Company with a ranking of 26. HPCL has a strong presence in downstream hydrocarbon sector of the country with over 18% share in petroleum product marketing and also has business footprints across other energy verticals & various overseas geographies.

HPCL achieved total sales volume of 43.45 MMT and processed 19.09 million tonnes of crude during 2022-23. During 2021-22, HPCL recorded Profit after Tax (PAT) of Rs. 6,383 Crore.

HPCL owns and operates refineries at Mumbai & Visakhapatnam with designed capacities of 9.5 Million Metric Tonnes Per Annum (MMTPA) & 8.3 MMTPA respectively. HPCL also owns the largest Lube Refinery in the country at Mumbai for producing Lube Oil Base Stock with a capacity of 428 TMT. HPCL holds 48.99% equity stake in JV company, HPCL-Mittal Energy Limited (HMEL) which operates a 11.3 MMTPA capacity refinery at Bathinda (Punjab) and also has 16.96% equity stake in Mangalore Refinery and Petrochemicals Limited (MRPL) which operates a 15 MMTPA capacity refinery at Mangalore (Karnataka).

HPCL has a vast marketing network consisting of 14 Zonal offices in major cities and 140 Regional Offices facilitated by a Supply & Distribution infrastructure comprising 43 Terminals/Installations/Tap Off Points, 54 Aviation Service Stations, 55 LPG Bottling Plants, 6 Lube Blending plants, 72 Depots including lube depots. The customer touch points constitute of 21,186 Retail Outlets, 1,638 SKO/LDO dealers, 303 Lube distributors, 126 Carrying & Forwarding Agents, 1,387 CNG facilities at Retail Outlets, 2,037 EV charging stations, 760 Door-to-door delivery dispenser and 6,283 LPG Distributorships with a customer base of above 9.36 crore LPG consumers as of March'23.

HPCL has the second largest petroleum product pipeline network in India with network length of 5,132 km. HPCL undertakes Exploration & Production (E&P) of hydrocarbons through its wholly owned subsidiary M/s. Prize Petroleum Company Limited (PPCL). HPCL also conducts business through 19 JV and Subsidiary companies operating across oil & gas value chain.

HPCL has its Research & Development Centre known as '**HP Green R&D Centre**' in Bengaluru. The Centre provides advanced technical support to the Refineries and Marketing SBUs for operational improvement, absorb new technologies, develop innovative & path breaking technologies, license technologies and become a knowledge hub. The centre is recognised by The Department of Scientific and Industrial Research (DSIR) and has collaborations with research institutes in India and abroad.

HP Green R&D Centre located in the garden city of Bengaluru. The objective of HP Green R&D Centre is to develop innovative & path breaking technologies and products in the energy sector. HPGRDC has world class laboratories in the areas of FCC/RFCC, Hydro-processing, Residue Upgradation, Catalysis, Bio-processes, Crude Evaluation & Fuel Research, Analytical, Novel Separations, Process Design & Scale up, Centre of Excellence Nano Technology, Corrosion, Petrochemicals & Polymers and Centre of Excellence Lube Research, Battery Research lab and Engine lab which are built with state-of-the-art research facilities and equipment.

We are looking to hire dynamic and aspiring candidates with B.Sc, M.Sc, Diploma, PG Diploma (as mentioned under Sl.No 2 Educational qualification of Advertisement) as **FIXED TERM PROJECT ASSOCIATES** on Fixed Term basis at HP Green R&D Centre, Bengaluru. Interested candidates are advised to apply online in the prescribed format. Terms of reference and other details regarding engagement of Project Associates on fixed term basis are enumerated.

### 1. JOB DESCRIPTION FOR FIXED TERM PROJECT ASSOCIATES:

- To assist Scientists carrying out research project(s).
- Prepare samples for establishing methods of analysis & carrying out routine analysis related to the assigned project(s).
- Monitoring batch reactions for optimizing reaction conditions
- Running pilot plants in shifts.
- Carryout any other job(s) assigned by the reporting scientists/Officers.

### 2. EDUCATION QUALIFICATION AND WORK EXPERIENCE:

Discipline	Prescribed full time degrees
MSc/BSc	<ul style="list-style-type: none"> <li>• <b>Chemistry</b></li> <li>• <b>Chemistry -Material Science</b></li> <li>• <b>Polymer Science</b></li> <li>• <b>Microbiology/ Biosciences/ Biotechnology</b></li> </ul>
Diploma/PG Diploma	<ul style="list-style-type: none"> <li>• <b>Chemical Engineering/Chemical Technology/Petroleum Refining</b></li> <li>• <b>Polymer/Plastic Technology</b></li> <li>• <b>Mechanical Engineering/ Automobile Engineering</b> (Candidates with experience of running Test Benches, Chassis Dyno, Transient Dyno, Eddy Current Dyno, Emission Systems, BS VI Systems, Utilities for the Transient Dyno and Chassis Dyno are desirable)</li> </ul>
<b>NOTE:</b>	<ul style="list-style-type: none"> <li>• <b>All the candidates should have proof of award of applicable degree/diploma certificate &amp; marks sheets on or before 01<sup>st</sup> June, 2023.</b></li> <li>• Candidates (belonging to General, OBC-NC &amp; EWS category) should have secured <b>minimum 60%</b> marks (taking <b>aggregate marks of all semesters/years</b> i.e., taking average of all the semesters/years, irrespective of weightage given to any particular subject (including languages)/semester/year of the Institute/University) in all diploma, graduate and post graduate degree examinations; <b>relaxed to 50%</b> (taking <b>aggregate marks of all semesters/years</b> i.e., taking average of all the semesters/years, irrespective of weightage given to any particular subject (including languages)/semester/year of the Institute/University) for SC/ST/PWD</li> </ul>

- Candidates with Integrated Courses can also apply.
- Candidates should have passed qualifying degree/diploma examinations and awarded degree in the above-mentioned disciplines. All Degree/Diploma qualifications should be full time regular course/s from AICTE approved / UGC recognized University/Deemed University.
- Autonomous Institutions should be equivalent to the relevant courses approved / recognized by Association of Indian Universities (AIU)/UGC/AICTE.
- Wherever CGPA/DGPA or letter grade in a Degree/Diploma is awarded, equivalent percentage of marks should be indicated in the application as per norms adopted by University/ Institution. Candidates should produce their degree conversion certificate issued by competent Authority of the University/Institute in support of the conversion at the time of Interview. Higher qualifications, if any to be mentioned.
- Soft copy of the detailed CV to be uploaded along with the Application Form.
- Teaching Experience will not be considered as relevant work experience.

### 3. ELIGIBILITY CRITERIA:

**Age: 28 years or below as on 01<sup>st</sup> June, 2023**, Age relaxation for OBC (Non Creamy layer) SC/ST/PWD candidates will be applicable as per the Government Directives.

**(The last date for reckoning age and all other eligibility criteria as mentioned in Sl.No 2 & 3 will be considered as of 01<sup>st</sup> June, 2023)**

### 4. CONCESSIONS/RELAXATIONS

1. Reservation of posts for **SC, ST, OBC-NC, EWS and PwBD** (Persons with Benchmark disabilities with degree of disability 40% or above) as per Government Directives.
2. Candidates seeking reservation as SC/ST/OBC-NC, shall have to produce a certificate in the prescribed proforma (the format can be downloaded from our website <https://hindustanpetroleum.com/hpcareers/Downloads>) only, 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/ST/OBCNC and the Village/Town the candidate is ordinarily a resident of. They must also ensure that the name of their caste/community and its spelling in their caste/community certificate should be exactly as mentioned in the lists notified by the central government from time to time (for OBCNC category list of castes recognized by the Govt. of India as OBC castes in the central list is available on the site <http://www.ncbc.nic.in> , for ST category the list of castes for each state is available on the site [www.ncst.nic.in](http://www.ncst.nic.in) and for SC category the list of castes for each state is available on the site <http://www.socialjustice.nic.in> ). A certificate containing any variation in the caste name will not be accepted. Further the OBC certificate should also clearly indicate that the candidate does not belong to creamy layer as defined by the Government of India for applying to posts and services under the Central Government.
3. The OBC claim of a candidate will be determined in relation to the State (or part of the State) to which his/her father originally belongs. A candidate who has migrated from one State (or part of the State) to another should, therefore, produce an OBC certificate which should have been issued to him/her based on his/her father's OBC certificate from the State to which he (father) originally

belongs.

4. A person who wants to avail the benefit of PwBD reservation will have to submit a disability certificate issued by a Competent Authority as prescribed in RPwBD Act, 2016. Further to this, according to Notification No: 16-15/2010 DD.111 DT.29/07/2013 by Ministry of Social Justice & Empowerment, list of positions/disciplines in which PwBD candidates are eligible to apply for this recruitment drive are given against the vacancies. Appointment in these vacancies will be offered to PwBD candidates after considering the nature of duties & responsibilities of the job, location, hazard, strain & other factors, also considering that the condition is not likely to interfere with the performance of duties of the post with reasonable efficiency and without possible deterioration of his/her health. The final appointment would be based on candidate's medical fitness with respect to job profile of the identified post.
5. For availing EWS reservation the conditions and format of the certificate will be followed as per DOPT Office Memorandum No. 36039/1/2019 – Estt (Res) dated 31/01/2019.
6. Maximum age limit is relaxed by 5 years for SC & ST, 3 years for OBC-NC, 10 years for PwBD (UR), 13 years for PwBD (OBC-NC) and 15 years for PwBD (SC/ST) candidates.
7. The OBC candidates who belong to “Creamy Layer” are not entitled for concession admissible to OBCNC candidates and such candidates will have to indicate their category as Unreserved (UR).
8. Further the OBC-NC candidates will have to give a self-undertaking, at the time of Personal Interviews in terms of DOPT memo No. 36012/22/93-Extt. (SCT) dt. 08.09.1993 if called for, indicating that they belong to OBC-Non Creamy Layer.
9. Relaxed standards in assessment/selection, Computer Based Test, Group Task, Personal Interview and overall (Computer Based Test, Group Task and Personal Interview as applicable) will be applied for SC,ST, OBC-NC, PwBD candidates.
10. If the SC/ST/OBC-NC/PwBD certificate has been issued in a language other than English/Hindi, the candidates will be required to submit a self-certified translated copy of the same either in English or Hindi.
11. Any request for change in Category (UR/SC/ST/OBC-NC/ EWS/PwBD) once filled in the online application form, will not be considered and accordingly concession/relaxation applicable will not be extended.
12. Further to this, according to Notification No: 16-15/2010 DD.111 DT.29/07/2013 by Ministry of Social Justice & Empowerment, category of PwBD candidates eligible to apply for this recruitment drive is OA.OL.

#### **5. DURATION OF ASSIGNMENT:**

The engagement is initially for a period of one year, which may be extended by one more year at a time based on the project requirement and performance of the candidate subject to a maximum of 3 years.

#### **6. MODE OF SELECTION:**

Selection will be made on the basis of screening of applications and Testimonials as per the eligibility norms of eligible candidates followed by personal interview by the Selection Committee.

In the event of number of applications being large, Corporation will adopt shortlisting criteria to restrict the number of candidates to be called for interview to a reasonable number by any one or more of the following methods:

- On the basis of higher educational qualifications than minimum prescribed in the advertisement.
- On the basis of higher experience in the relevant fields than minimum prescribed in the advertisement
- On the basis of Application screening (on eligibility criteria)
- On the basis of Resume shortlisting (Work experience, Academic marks **(taking aggregate marks of all semesters/years i.e., taking average of all the semesters/years, irrespective of weightage given to any particular subject (including languages)/semester/year of the**

- **Institute/University)).**
  - By holding a written test.

Incomplete applications will be summarily rejected.

A category & discipline wise merit list will be drawn for all the candidates who qualify in Shortlisting Criteria/Computer Based Test + Personal Interviews & offer of appointment would be as per the vacancies available category & discipline-wise. Candidates belonging to SC /ST / OBC-NC & PwBD would be assessed under relaxed standards during personal interviews.

A category wise merit list of scores (Minimum qualifying Marks (60 % for UR & EWS, 54% of OBCNC /SC/ ST/PwBD) in scores of all Interviews) will be drawn for all the candidates who qualify in all the selection parameters.

#### **7. STIPEND:**

An all-inclusive stipend of Rs. 40,000/- to Rs. 50,000/- per month depending on qualification & experience, is payable (subject to revision). This includes Accident Insurance, Medical Insurance, etc. The company does not provide any transport facility for commuting to office. However, there is a sharing bus facility which has to be availed by the PROJECT ASSOCIATES on pay and use basis. Breakfast and lunch facilities are provided at the office premises for which a nominal monthly lump sum amount will be deducted. The premium towards Insurances will be deducted from the stipend. As part of the discharge of their duties they may be required to travel to other locations. Work related travel expenses will be separately reimbursed as per the entitlements

#### **8. PHYSICAL / MEDICAL FITNESS:**

Desirous candidates seeking engagement as Fixed Term Project Associates with HP Green R&D Center, Bengaluru need to be medically fit as per Corporation's pre-employment medical standard.

**It may please be noted that Defective Color vision is a disqualification under Pre Employment Medical norms of HPCL.**

Shortlisted candidates will be required to undergo pre-engagement medical fitness examination which will be certified by the designated medical practitioner of the Corporation. Reference for a medical examination does not mean final selection. Offer of appointment would be extended subject to being declared as Medically Fit by HPCL designated Physician and fulfilment of eligibility criteria w.r.t Academic Qualification, Age, Work Experience, NOC, relieving letter from previous employer etc. as may be applicable

#### **9. HOW TO APPLY:**

1. Login to <http://hindustanpetroleum.com/hpcareers> and click on current openings . Visit **Fixed Term Project Associates, R&D Centre, Bengaluru**. Read all the instructions given on the website carefully. Candidates should keep scanned copy of Passport size photo (in jpg/gif format less than 50 kb) and Soft copy of the detailed CV (including brief description of PhD topic in case of PhD candidates) ready before filling online application form.
2. Fill in the online application form with all the relevant details carefully (**details once submitted cannot be modified**). Upload Scan copy of your latest passport size photograph and Detailed CV.
3. Upon completion, submit the online application by clicking the Submit button at the bottom of the page You will get a system generated unique 12 Digit Application / Reference No. Please note that this

Application / Reference No. is important and will be required for all future references throughout the selection process.

4. Candidates are advised to take a Printout of the Online Application Form, affix his/her recent passport size photograph, put his/her signature at the space provided and keep with him/ her safely for future reference. Candidates are **not** required to submit hard copy of the application form to HPCL.
5. Candidates with multiple applications for same discipline are liable to be rejected.
6. The details filled in the online application form will be considered final and no changes will be entertained w.r.t. personal/ any other details, later on.

#### **10. GENERAL INSTRUCTIONS:**

1. The post of PROJECT ASSOCIATE is a fixed term post. As such the post will be named/called/designated as **Fixed Term Project Associate**. If selected, initial engagement will be for a period of one year which is extendable by one year at a time based on the project requirement and performance of the candidate, subject to a maximum of 3 years.
2. The candidates must have an active e-mail id and Cell phone/land line number, which must remain valid for at least next one year. All future communication with the candidates will take place through e-mail / cell phone /landline number only.
3. The candidates should have the relevant documents like percentage of marks obtained in the qualifying examination, caste/sub-caste certificate, date of issue, name of issuing authority, state of origin, etc. readily available with them before they commence application process. This information will be required at the time of filling in the on-line application.
4. Wherever CGPA/OGPA/DGPA or Letter Grade in a degree/ diploma is awarded, its equivalent percentage of marks must be indicated in the application form as per norms adopted by University/ Institute. Candidates should produce their degree conversion certificate issued by Competent Authority of the University/ Institute in support of the conversion.
5. Candidates not found to be meeting the prescribed eligibility criteria shall be rejected at any stage of the selection process.
6. All the details given in the online form will be treated as final and no changes will be entertained.
7. HPCL will not be responsible for any loss/ non-delivery of email/any other communication sent, due to invalid/wrong email id or due to any other reason.
8. Furnishing of wrong/false information will lead to disqualification and HPCL will not be responsible for any of the consequences of furnishing such wrong/false information. Since all the applications will be initially screened without documentary evidence, the candidates must satisfy themselves of the suitability for the position to which they are applying. If at any stage during the recruitment process or after recruitment or joining, it is found that the candidates have furnished false or wrong information, their candidature will be rejected.
9. Only short listed candidates who are found eligible based on the details given in the application form will be called for the written test and / or personal interview as the case may be. Candidates are required to bring original and copies of the certificates/Testimonials during the interviews along with the printed application form. One set of the copies of Certificates/Testimonials and the printed application form

has to be self-attested. Such Testimonials will be verified in detail with the originals and if found not meeting the norms, the candidate will be summarily rejected. Such rejected candidates will not qualify for appearing for interview.

10. HPCL reserves the right to raise/relax the minimum eligibility standards and / or relax age, experience criteria in otherwise suitable cases. The Management reserves the right to fill or not to fill all or any of the above positions without assigning any reason whatsoever.
11. 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 Bengaluru Court only.
12. The candidates should write their correct mobile number and correct e-mail address neatly. Please note that the intimation for interview will be given through e-mail addresses/mobile phone/landline only. Candidates shortlisted for interview would be reimbursed II Class Sleeper train fare by the shortest applicable route from their normal place of residence to the interview venue. Candidates will be required to produce all relevant documents as proof of travel to and fro for claiming reimbursement.
13. Candidates are advised to visit Corporation website- [www.hindustanpetroleum.com](http://www.hindustanpetroleum.com) under Career Opportunities section regularly for latest updates, as no separate communication will be sent.
14. Interested candidates are requested to apply online on [www.hindustanpetroleum.com](http://www.hindustanpetroleum.com) Careers → Current Openings, after reading detailed advertisement.  
<https://www.hindustanpetroleum.com/job-openings>

**Any further corrigendum / addendum would be uploaded only on our website**  
<http://hindustanpetroleum.com/hpcareers/>

15. It may please be noted that submission of online applications under fictitious/ pseudo names/ email ids /mobile phone / landline numbers is strictly prohibited. Any candidate resorting to such practices will be liable for suitable action under the provisions of IT Act 2000.
16. Candidates may write to e-mail: [hprdcfixedtermcareers@mail.hpcl.co.in](mailto:hprdcfixedtermcareers@mail.hpcl.co.in) for any further queries and information.

**Furnishing of wrong/false information will lead to disqualification and HPCL will not be responsible for any of the consequences of furnishing such wrong/false information. Since all the applications will be screened without documentary evidence, the candidates must satisfy themselves of the suitability for the position to which they are applying. If at any stage during the recruitment and selection process, it is found that the candidates have furnished false or wrong information or is found ineligible with respect to any of the eligibility parameters, his/her candidature will be rejected. If any of the above discrepancies w.r.t. to eligibility parameters, furnishing of wrong intimation and or suppressing of any material fact is detected / noticed even after appointment, his/her services will be liable for termination without any further notice. Canvassing in any form during any stage of recruitment process will lead to cancellation of candidature.**

#### **11. ONLINE APPLICATION DATES:**

Commencement of online application	01 June, 2023
Last date of online application by candidates	30 June, 2023



HPCL, HP Green R&D Centre, Bengaluru

FTRA/FTP A Recruitment-2023

Frequently Asked Questions

<b>1.</b>	<b>Which preferred browser can be used to apply?</b>
<b>Ans:</b>	HPCL application can be best used in Google Chrome. You may also apply using Mozilla Firefox ,Microsoft edge etc.
<b>2.</b>	<b>I am applying for the position where minimum educational qualification is ME /MTech/MSc . I have also completed PhD in the relevant area. However, the dropdown does not provide an option for PhD .How do I apply?</b>
<b>Ans:</b>	Please select ME/M.Tech or MSc from dropdown. You may add PhD details in additional rows of educational qualification.
<b>3.</b>	<b>I have completed my educational qualification from Foreign University. Am I eligible to apply?</b>
<b>Ans.</b>	You are eligible to apply provided the degree is equivalent to the relevant courses approved / recognized by Association of Indian Universities (AIU/UGC/AICTE). The documentary proof for the same has to be produced by the candidate.
<b>4.</b>	<b>I have applied for a position of Fixed Term Research Associate (FTRA). I have completed my PhD successfully in all respects before 01.06.2023. However, I have not yet received the Degree certificate. Am I eligible to apply?</b>
<b>Ans.</b>	Applicants should have been awarded PhD Final degree/Provisional degree as on 01.06.2023 or before. .
<b>5.</b>	<b>I have applied for a position of Fixed Term Research Associate (FTRA).I have submitted my thesis before 01.06.2023. However my viva is pending. Am I eligible to apply?</b>
<b>Ans:</b>	No, you are not eligible to apply. Please refer point No 4 above and advertisement.
<b>6.</b>	<b>My work experience is falling short by few days. Can I apply?</b>
<b>Ans.</b>	The last date for reckoning all the eligibility criteria including experience (if applicable) is 01.06.2023.
<b>7.</b>	<b>I belong to EWS /SC/ST/OBCNC /PwBD category. When am I required to produce the Certificate?</b>
<b>Ans.</b>	You are required to provide relevant certificates at the time of physical verification of documents OR upload the certificate on HPCL document portal upon advice from us. Please ensure that you possess the requisite certificate as prescribed for appointment to posts under Govt. of India. Please visit download section on our career page <a href="https://www.hindustanpetroleum.com/hpcareers/Downloads">https://www.hindustanpetroleum.com/hpcareers/Downloads</a> for the exact formats for Caste / Community / Disability Certificates pertaining to EWS/SC/ST/OBC-NC/PwBD. In any case, it may please be noted that the onus of providing correct information w.r.t. Caste/community rests entirely with the candidates. Please note that at any stage of the recruitment process, it is found that the information/documents furnished by you is false/ incorrect, your candidature will be cancelled.
<b>8.</b>	<b>I belong to OBC NC category. The name of my caste appears in the State list; however, the name of my caste is not appearing in the Common List/ Central List. Can I claim the benefit of OBC Category/ will my candidature be accepted as OBC Category candidate?</b>





## HPCL, HP Green R&D Centre, Bengaluru

### FTRA/FTP A Recruitment-2023

#### Frequently Asked Questions

Ans.	No. For claiming, the benefit of reservation, the caste/ sub-caste/ community essentially has to be in Central list. If the caste you belong to appears in a State list but not in the Central list, you are not eligible for getting the reservation benefits. Candidate can check the latest Central list of OBCs published by the National Commission for Backward Classes (NCBC).	
<b>9.</b>	<b>I belong to OBCNC category. I do not possess the certificate of current year. Can I claim the benefit of OBC Category/ will my candidature be accepted as OBCNC Category candidate?</b>	
Ans.	The OBCNC certificate must be valid as on the date of eligibility mentioned in advertisement. You must obtain the fresh certificate and produce upon advice from us.	
<b>10.</b>	<b>My name on Degree Certificate is mentioned as Sharma R K while in my Class X pass certificate the same has been mentioned as Robin Kumar Sharma. Please advise how should I fill in my name while applying?</b>	
Ans.	In case there is a mismatch in names (including the way it is written), in HPCL application form with that of any document like Class X/XII/ graduation mark-sheet/ Work Experience certificates, the onus will be on the candidate to establish that both the persons are same. If HPCL is not satisfied with the explanation/ proof provided, the candidature will be rejected.	
<b>11.</b>	<b>I have applied for FTRA/PA position. Will there be Computer based test for shortlisting?</b>	
Ans.	Refer Sl.No 6 (Mode of Selection) of Advertisement.	
<b>12.</b>	<b>If appointed as FTRA/PA at HP Green R&amp;D Centre, is there any chances of getting permanent employment in the Corporation?</b>	
Ans.	No, it's purely a Fixed Term Position. If you wish to apply for the permanent positions in HPCL, you should apply afresh.	
<b>13.</b>	<b>Is there any specific format of the resume to be uploaded online?</b>	
Ans.	There is no specific format for resume .Please ensure to include all your personal information, educational & work experience details as well as patents, publications in journals, papers, books etc. in the resume (PDF/Word Format).	
<b>14.</b>	<b>My institute awards CGPA for graduation/post-graduation and CGPA to percentage conversion formula is not available. What should I put in percentage field?</b>	
Ans.	You may multiply CGPA with 10 and put that as percentage. Also, you will be required to produce a document from university stating that the institute does not provide any formula for CGPA to percentage conversion.	
<b>15.</b>	<b>How will my degree percentage be calculated?</b>	
Ans.	If Percentage or CGPA is not mentioned on mark-sheet/degree certificate	Candidate to produce documentary evidence from university/college stating the percentage & marks with which the candidate has passed.
	If candidate is unable to produce sufficient evidence to prove his/her claim of final degree percentage	The percentage of marks will be arrived at by dividing the total marks obtained by the candidate in all the subjects in all the semester(s)/year(s) by maximum



HPCL, HP Green R&D Centre, Bengaluru

FTRA/FTPA Recruitment-2023

Frequently Asked Questions

		marks of all the subjects of all the semesters *100.	
<b>16.</b>	<b>If I am not able to take print out of my application after filling the online application, can I take it at a later stage? Will I be able to view my application after submitting the same online?</b>		
<b>Ans.</b>	Yes. You can view and print your application anytime by logging in with your email ID and password generated after successful submission of your application online. You will not be able to make any changes in the application once submitted.		
<b>17.</b>	<b>While filling online application I have made an error. How do I rectify it?</b>		
<b>Ans.</b>	Please note that application process for all the positions is online only. There is no manual intervention for editing application forms under any circumstances. You may reapply using different email id.		
<b>18.</b>	<b>Can I submit Application for two or more different posts?</b>		
<b>Ans.</b>	You can apply for different positions provided you fulfill all the eligibility criteria for the positions.		
<b>19.</b>	<b>Is there any Application fee for the position of Fixed Term Research Associate (FTRA)/Fixed Term Project Associate (FTPA)</b>		
<b>Ans.</b>	No Application fee		
<b>20.</b>	<b>Can a Part time/distance education course Degrees be considered for this drive?</b>		
<b>Ans.</b>	<b>No</b> , All Degree/Diploma qualifications should be full time regular course/s from AICTE approved/UGC Recognized University/Deemed University		

**Note:** For more details, kindly refer our detailed advertisement. The information given in the advertisement will prevail in case of any discrepancy.