



GAIL (INDIA) LIMITED
(A Govt. of India Undertaking)
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Corporate Identification Number: L40200DL1984GOI018976

CAREER OPPORTUNITIES AS EXECUTIVE TRAINEE

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 is looking for committed, vibrant and passionate young Graduate Engineers for filling up following posts as per category wise vacancies indicated against each post through GATE-2016:

Table-I

#	Post	Grade	UR	SC	ST	OBC (NCL)	Total	Post identified as suitable to be held by PWDs in following categories
1	Executive Trainee (Chemical)	E-2	08	01	01	04	14	OH (OA, OL)
2	Executive Trainee (Mechanical)	E-2	08	-	01	04	13	HH, OH (OL)
3	Executive Trainee (Electrical)	E-2	07	02	02	02	13	HH, OH (OL)
4	Executive Trainee (Instrumentation)	E-2	03	-	01	02	06	HH, OH (OL)
5	Executive Trainee (Business Information System)	E-2	07	01	-	03	11	HH, OH (OA, OL, BL, OAL)
6	Executive Trainee (Telecom/ Telemetry)	E-2	05	01	01	03	10	OH (OA, OL)
	Total		38	05	06	18	67	

Abbreviations Used

PWD: Persons with Disability
HH: Hearing Impaired
OH: Orthopedically Impaired

- OA:** One Arm
OL: One Leg
BL: Both Legs
OAL: One Arm and One Leg

01 vacancy of Executive Trainee (Telecom/ Telemetry) is reserved for PWD [OH (OA, OL)] candidates.

01 vacancy of Executive Trainee (Mechanical) is reserved for PWD (HH) candidates.

01 vacancy of Executive Trainee (Electrical) is reserved for PWD (OH-OL) candidates.

The post-wise vacancy position indicated in **Table-I at Page-1** may increase or decrease depending on the organisational requirement. In case of any change, the same shall be notified on GAIL website at the time of opening of GAIL website for online submission of application by candidates.

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.

PWD candidates of relevant category applying against a vacancy specifically reserved for them shall be eligible for the benefit of reservation/ concessions, if they are suffering from not less than 40 % of the relevant disability.

1. MINIMUM ESSENTIAL QUALIFICATIONS REQUIRED FOR THE POST OF EXECUTIVE TRAINEES ARE INDICATED IN TABLE-2 BELOW-

Table-2

#	POST /DISCIPLINE	MINIMUM ESSENTIAL QUALIFICATIONS REQUIRED
1	Executive Trainee (Chemical)	Full-time Bachelor Degree in Engineering in Chemical/ Petrochemical/ Chemical Technology/ Petrochemical Technology with minimum 65 % Marks.
2	Executive Trainee (Mechanical)	Full-time Bachelor Degree in Engineering in Mechanical/ Production/ Production & Industrial/ Manufacturing/ Mechanical & Automobile with minimum 65 % Marks.
3	Executive Trainee (Electrical)	Full-time Bachelor Degree in Engineering in Electrical/ Electrical & Electronics with minimum 65 % Marks.
4	Executive Trainee (Instrumentation)	Full-time Bachelor Degree in Engineering in Instrumentation/ Instrumentation & Control/ Electronics & Instrumentation/ Electrical & Instrumentation/ Electronics/ Electrical & Electronics with minimum 65 % Marks.

#	POST /DISCIPLINE	MINIMUM ESSENTIAL QUALIFICATIONS REQUIRED
5	Executive Trainee (Business Information System)	Full-time Bachelor Degree in Engineering in Computer Science/ Information Technology with minimum 65 % Marks OR Full Time Bachelor Degree with minimum 60 % marks and 03 years Full Time Master Degree in Computer Application (MCA) with minimum 65 % marks.
6	Executive Trainee (Telecom/ Telemetry)	Full-time Bachelor Degree in Engineering in Electronics/ Electronics & Communication/ Electronics & Telecommunication/ Telecommunication/ Electrical & Electronics/ Electrical & Telecommunication with minimum 65 % Marks.

2. TERMS AND CONDITIONS IN RESPECT OF ESSENTIAL QUALIFICATION(S) [As mentioned under relevant column in Table-2]

- 2.1. Minimum essential educational qualifications required for each Post shall be as indicated in **Table-2** above against each post.
- 2.2. **Only full time Regular courses will be considered.** This shall include **School examinations** (Class X and XII), **all Diploma(s), Graduation and Post-Graduation** as specified under the qualifications column in **Table 2** above.
- 2.3. All qualifications 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).
- 2.4. Candidates currently in final year (2015-16) of their Engineering Degree/ MCA Degree [for ET (BIS) only] course may also apply provided candidates belonging to General and OBC (NCL) category have secured minimum 65% marks in aggregate and candidates belonging to SC/ ST/ PWD category have secured minimum 60% marks in aggregate up to the last semester/ year examination at the time of applying. Selection of such candidates will be further subject to obtaining minimum 65% marks in aggregate in case of General and OBC (NCL) category candidates and minimum 60% marks in aggregate in case of SC/ ST/ PWD category candidates in their Engineering Degree/ MCA Degree [for ET (BIS) only] and submission of Engineering Degree / MCA Degree [for ET (BIS) only] certificate (at least provisional certificate) and mark sheets of all semesters / years towards documentary proof of having passed the qualifying Engineering Degree / MCA Degree [for ET (BIS) only] examination in relevant discipline/ branch with minimum prescribed percentage of marks as indicated above by **31st August, 2016**.
- 2.5. Minimum percentage of marks in the essential qualification (s), as specified shall be considered as per Institute/University rules/norms.
- 2.6. Wherever CGPA/OGPA or letter grade in a Degree is awarded, equivalent percentage of marks should be indicated in the application as per norms adopted by University/Institutes.

2.7. Engineering Degree can be B.E. / B.Tech. / B.Sc. Engg.

2.8. Candidates having 05 years B.E / B. Tech. + M.E / M. Tech. integrated dual degree in engineering in relevant discipline shall also be considered.

3. RELAXATION IN MINIMUM PERCENTAGE OF MARKS IN EDUCATIONAL QUALIFICATIONS :

Relaxation in minimum percentage of marks in essential qualification will be provided in respect of SC, ST and PWD Candidates as per following -

- Wherever minimum percentage of marks have been specified as 65 %, **relaxed minimum percentage of marks in educational qualification in respect of SC, ST and PWD candidates is 60 %.**
- Wherever minimum percentage of marks have been specified as 60 %, **relaxed minimum percentage of marks in educational qualification in respect of SC, ST and PWD candidates is 55 %.**

SC/ ST /PWD 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. AGE LIMIT & AGE RELAXATION:

4.1. The upper Age Limit is **28 years as on 29.01.2016** for the posts of Executive Trainee in all disciplines.

4.2. The upper age limit is relaxable by 05 years for SC/ST candidates and 03 years for OBC (Non-Creamy Layer) candidates. It is relaxable by 10 years for PWD-General, 13 years for PWD-OBC (NCL) and 15 years for PWD-SC/ST candidates. The above relaxation in upper age limit is applicable only in respect of posts which are reserved for SC/ ST/ OBC (NCL) candidates. SC/ ST/ OBC (NCL) candidates applying against unreserved (UR) posts shall be considered under general standard of merit and no relaxation in upper age limit shall be available to them. Relaxation in upper age limit shall be applicable for PWDs irrespective of the fact whether the post is reserved or not, provided the post is identified suitable for PWDs. The upper age limit is also relaxable by 05 years for candidates domiciled in the state of Jammu & Kashmir between 1.1.1980 and 31.12.1989.

4.3. 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 3 years the maximum age limit prescribed for the posts/ services for which a candidate seeks appointment, he/she be deemed to satisfy the conditions regarding the age limit.

4.4. **Maximum upper age of the applicant shall not exceed 56 years including all possible age relaxations.**

5. EMOLUMENTS:

5.1. Selected candidates will be placed in the pay scale of Rs.24900 - 50500/- at the Basic Pay of Rs.24900/- during one year training cum probation as Executive Trainee in E-2 grade. On successful completion of their Training

cum Probation Period, they will be absorbed in the same Pay Scale of Rs.24900 - 50500/- in E-2 grade.

- 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.
- 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, furnishing advance/ PC advance, etc.
- 5.5. **Superannuation Benefits:** Besides Contributory Provident Fund and Gratuity, employees who superannuate from GAIL after rendering a minimum of 15 years of service will also be entitled to pension and Post-Retirement Medical Benefits under Defined Contributory Scheme of the company.

All the above benefits will be governed by the policy of the Company in force & amended from time to time.

6. PLACEMENT/ ASSIGNMENTS:

During the Training-cum-Probation period and/or after absorption, the 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 shift operations.

7. HEALTH/MEDICAL FITNESS:

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 their 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 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. **Detailed guidelines on Medical Standards/ Norms for Medical Fitness and Pre-Employment Medical Examination are available on careers section of GAIL website www.gailonline.com. Candidates are advised to go through the same before they start the online application process.**

8. **SELECTION PROCESS AND HOW TO APPLY:**

8.1 GAIL will be utilizing **Graduate Aptitude Test in Engineering – 2016 scores (GATE-2016 – Scores)** for recruitment of Executive Trainees in the disciplines of Chemical, Mechanical, Electrical, Instrumentation, Business Information System (BIS) and Telecom/ Telemetry during the year 2016.

8.2 Eligible candidates who wish to apply for the position of Executive Trainee in GAIL will be required to first apply for **GATE-2016** and thereafter, appear in **GATE-2016** as per instructions and timelines notified by **GATE-2016** Organizing Institute in one of the following relevant GATE Examination Papers:

Sl. No.	Post/ Discipline	GATE Paper	Code
1	Executive Trainee (Chemical)	Chemical Engineering	CH
2	Executive Trainee (Mechanical)	Mechanical Engineering	ME
3	Executive Trainee (Electrical)	Electrical Engineering	EE
4	Executive Trainee (Instrumentation)	Instrumentation Engineering	IN
5	Executive Trainee (Business Information System)	Computer Science and Information Technology	CS
6	Executive Trainee (Telecom/ Telemetry)	Electronics and Communication Engineering	EC

List of disciplines/ branches considered equivalent to each of the above **06** disciplines advertised is given below:

GAIL Discipline	Disciplines/ Branches of Engineering to be considered equivalent against GAIL Discipline	Corresponding GATE 2016 Paper to be appeared by the candidate	Corresponding GATE 2016 Paper Code
Chemical	1. Chemical 2. Petrochemical 3. Chemical Technology 4. Petrochemical Technology	Chemical	CH
Mechanical	1. Mechanical 2. Production 3. Production & Industrial 4. Manufacturing 5. Mechanical & Automobile	Mechanical	ME
Electrical	1. Electrical 2. Electrical & Electronics	Electrical	EE
Instrumentation	1. Instrumentation 2. Instrumentation & Control 3. Electronics & Instrumentation 4. Electrical & Instrumentation 5. Electronics 6. Electrical & Electronics	Instrumentation	IN

GAIL Discipline	Disciplines/ Branches of Engineering to be considered equivalent against GAIL Discipline	Corresponding GATE 2016 Paper to be appeared by the candidate	Corresponding GATE 2016 Paper Code
Business Information System (BIS)	1. Computer Science 2. Information Technology 3. Master of Computer Application (MCA)	Computer Science and Information Technology	CS
Telecom/ Telemetry	1. Electronics 2. Electronics & Communication 3. Electronics & Telecommunication 4. Telecommunication 5. Electrical & Electronics 6. Electrical & Telecommunication	Electronics and Communication Engineering	EC

It may be noted that candidates having Engineering Degree/ MCA Degree [for ET (BIS) only] in a branch /discipline other than as specified above are not eligible to apply.

8.3 Based on the **GATE-2016** score and requirement, candidates will be short-listed for Group Discussion and/ or Personal Interview for the position of Executive Trainees in the above disciplines. **Please note that only GATE-2016 score is valid for this recruitment exercise. GATE score of 2015 or prior to that is not valid.**

8.4 The candidates will receive their GATE-2016 Registration number printed on the admit card. On receipt/ downloading of GATE- 2016 Admit card with registration number, candidates will have to separately apply online in GAIL indicating their **GATE-2016** Registration Number on the career section of GAIL website www.gailonline.com. For this purpose, the relevant link will be made available from **22.12.2015 to 29.01.2016** in the career section of our website www.gailonline.com. **It may be noted that application without valid GATE-2016 registration number will be rejected.**

8.5 Please ensure that the GATE-2016 Registration number which is mentioned on your GATE-2016 admit card, is entered correctly in the online application. Name should be filled up as appearing in your GATE-2016 Admit card. No request with respect to making changes in any data/ particulars entered by the candidate in the online application will be entertained, once the application is submitted successfully.

8.6 CANDIDATES WILL BE REQUIRED TO APPLY ONLINE THROUGH GAIL WEBSITE: www.gailonline.com only, indicating their **GATE-2016** Registration Number. No other means / mode of application shall be accepted. The relevant link will be made available **from 1100 hrs on 22.12.2015 to 1800 hrs on 29.01.2016.**

8.7 A Candidate can apply for **one post/ discipline** only. Candidates applying for more than one post/ discipline will not be considered.

8.8 After successful submission of online application by the candidate, a unique registration number shall be generated by the system and a message shall be displayed in the system that the online application has been submitted successfully and an auto generated email mentioning the unique registration

number shall reach to the candidate informing that his/ her application has been submitted successfully.

8.9 After applying online, candidate is required to take a printout of the Application Form generated by the system with unique registration number, space for affixing photograph and signature and other details. The candidate has to affix his/ her recent passport size colour photograph and put his/ her signature at the space provided and keep it with him/ her safely. Candidates called for Group Discussion and/ or Interview will be required to produce the same documents at the time of Group Discussion and/ or Interview. **Candidates should not send this printout to any office of GAIL (India) Limited.**

8.10 The passport size photograph affixed by the candidate should be same as submitted along with GATE-2016 application form. In case, the candidate is called for Group Discussion and/ or Interview, he/ she will be required to produce his/her **original GATE-2016 admit card, GATE-2016 official score Card**, printout of the online application form as indicated above (**clause no. 8.9**) and other relevant documents (both original and one set of self-attested photocopy) as indicated below:

- (i) Document in support of Date of Birth proof.
- (ii) All Certificates/ Testimonials in respect of qualifications (all semester/ year wise Mark Sheet, Degree and Diploma certificates starting from matriculation onwards).
- (iii) Complete and proper Experience certificates/ Documents issued by the Employer in support of experience details mentioned by the candidate in the online Application Form.
- (iv) (a) Only such PWD 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 **PWDs**, 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. 2 (E) dated 30.12.2009 in support of their claim. To download the prescribed format please click relevant link **“Download prescribed format for SC/ST/OBC (NCL)/PWD certificate”** available on careers section of GAIL website www.gailonline.com. In case, the candidate fails to produce the certificate in the prescribed format issued by Competent Authority, his/ her candidature will not be considered.
- (b) 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. To download the prescribed format please click relevant link **“Download prescribed format for SC/ST/OBC (NCL)/PWD certificate”** available on careers section of GAIL website www.gailonline.com. 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 will not be considered.

(c) 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. To download the prescribed format please click relevant link **“Download prescribed format for SC/ST/OBC (NCL)/PWD certificate”** available on careers section of GAIL website www.gailonline.com. 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 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.

(d) Ex-servicemen Proof (in case of Ex-servicemen candidates).

(v) NOC/ Forwarding Letter from the employer in case the candidate is employed in Central/ State Government Department, Central/ State PSUs or Semi Government organization.

In case, any candidate fails to produce the above documents at the time of Group Discussion and/ or interview, his/ her candidature will not be considered.

8.11 There is no separate fee for applying for the above posts of Executive Trainees in GAIL

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 would be free 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.

8.13 Furnishing of wrong/ false/ incomplete information in the online application will lead to disqualification of the candidate and GAIL will not be responsible for any of the consequences of furnishing such wrong/ false/ incomplete information. Since all the applications will be screened without documentary evidence/ proof, 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 and thereafter, it is found that the candidates have furnished wrong/ false/ incomplete information, their candidature will be rejected and any other action as deemed fit may be taken against them.

8.14 The candidates should ensure that they fulfill all eligibility criteria and other conditions as specified above and that the particulars furnished by them in the online application are correct in all respects. Mere submission

of online application successfully does not imply that the Company (GAIL) has been satisfied about the candidate's eligibility. In case it is detected at any stage of the selection 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 detected even after appointment, his/ her services will be summarily terminated.

9 **OTHER TERMS & CONDITIONS AND GENERAL INSTRUCTIONS:**

- 9.1 Only Indian Nationals are eligible to apply.
- 9.2 Request for change of Mailing address/ e-mail ID/ category/ discipline as declared in the online application will not be entertained.
- 9.3 Candidates should possess a valid e-mail ID. Candidates are advised to keep the e-mail ID (to be entered compulsorily in the online application form) active for at least one year. No change in the e-mail ID will be allowed once entered. All future correspondence with candidates shall be done through e-mail only. Responsibilities of receiving, downloading and printing of information/ communication etc. will be of the candidate. GAIL will not be responsible for any loss of e-mail sent, due to invalid/ wrong e-mail ID provided by the candidate.
- 9.4 Category **(SC/ ST/ OBC/ PWD)** once filled in the online application form will not be changed and no benefit of other category will be admissible later on. The reserved category candidates and PWD candidates are required to submit requisite caste/ tribe/ PWD certificate in the prescribed format, issued by Competent Authority as prescribed by the Government of India, at the time of Interview, if called for the same.
- 9.5 The OBC candidates who belong to "CREAMY LAYER" are not entitled for OBC concession and such candidates have to indicate their category as "General". The OBC (Non Creamy Layer) candidates are required to submit requisite certificate (latest) in the prescribed format, issued by Competent Authority as prescribed by the Government of India, at the time of Interview, if called for the same. The name of the Caste and Community indicated in the OBC (NCL) Certificate must appear in the Central List of Other Backward Classes. Further, OBC (NCL) candidates will have to give a self undertaking indicating that they belong to OBC (Non Creamy Layer) category at the time of Interview, if called for the same.
- 9.6 Relaxations / Reservations for SC/ ST/ OBC (Non Creamy Layer)/ PWD (Degree of disability 40% and above) as per Government Directives are applicable.
- 9.7 Candidates employed in Central/ State Government Department, Central/ State PSUs or Semi Government Organization must produce No Objection Certificate (NOC) at the time of Group Discussions and/ or Interview from

their present employer, if they qualify for Group Discussions and/ or Interview. In case, the candidate fails to produce the NOC from his/ her present employer at the time of Group Discussions and/ or Interview, his/ her candidature will not be considered.

9.8 GAIL reserves the right to raise the minimum eligibility standards. The Management reserves the right to fill or not to fill all or any positions without assigning any reason whatsoever. GAIL also reserves the right to cancel/ restrict/ enlarge/ modify/ alter the recruitment process, if need arises, without issuing any further notice or assigning any reason whatsoever.

9.9 The prescribed qualifications and other eligibility conditions are the minimum and mere possession of the same does not entitle a candidate to appear in the selection process. GAIL's decision shall be final in this regard.

9.10 List of candidates shortlisted for Group Discussion and/ or Interviews and also the list of selected candidates for appointment for the above posts will be displayed on GAIL Website www.gailonline.com for the information of the candidates in due course of time. Candidates are advised to visit GAIL Website www.gailonline.com for latest updates.

9.11 Any canvassing directly or indirectly by the applicant will disqualify his/ her candidature.

9.12 Any dispute with regard to recruitment against this advertisement will be settled within the jurisdiction of Delhi Court only.

9.13 Candidates can go through the “**Frequently Asked Questions (FAQs)**” available in the career section GAIL Website www.gailonline.com . In case, any particular query is not covered in the FAQs, the candidates can write to GAIL at career@gail.co.in.

10 IMPORTANT DATES

FOR GATE-2016		
#	Activity	Date
1	Commencement of GATE online Application Processing System (GOAPS) Website opens for Enrolment, Application Filling and Application Submission	01.09.2015
2	Last Date for Submission of Online Application through Website for GATE-2016	01.10.2015
FOR GAIL		
1	Opening of GAIL website for online submission of application by candidates indicating GATE-2016 Registration Number	22.12.2015 1100 Hours
2	Last date for submission of online application in GAIL by candidates	29.01.2016 1800 Hours

For detailed information regarding GATE-2016, interested candidates may log on to <http://www.gate.iisc.ernet.in> or website of IISc, Bangalore and IITs (Bombay, Delhi, Guwahati, Kanpur, Kharagpur, Madras and Roorkee)

Candidates are advised to visit GAIL Website www.gailonline.com regularly for latest updates.

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