

NO.KT/3-2/2022/02

Date : 05.02.2022

NOTIFICATION

Sub: Apprenticeship Training Program for Trade Apprenticeship (Ex-ITI) (2022-23)

Training and Development Institute, Hindustan Aeronautics Limited, Koraput Division invites application from eligible ITI/ITC passed candidates of ODISHA state only, for Apprenticeship Training , under Apprenticeship Act 1961 in the following trades:

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|----------------------------|----------------------------------|
| i. Fitter | vi. Welder (G & E) |
| ii. Turner | vii. Electrician |
| iii. Machinist | viii. Programming and Systems |
| iv. Mechanic Motor Vehicle | Administration Assistant (PASAA) |
| v. Foundryman | |

1. ELIGIBILITY CRITERIA:

- a) Candidate must be an Indian National.
 - b) Candidates must have passed regular and fulltime course in the above trades under Craftsman Training Scheme from recognized ITI/ITC's of ODISHA state only.
 - c) Age: 14-23 years as on 05.02.2022 in case of General (UR) candidates. Upper age limit is relaxable by 5 years for SC/ST category, by 3 years for OBC (Non creamy layer) category, 10 years for PwBD category as per Govt. guidelines. OBC(Non creamy layer certificate should not be more than six months old to the notification date)
 - d) EWS (Economically Weaker Section) reservation:
Candidates who are not covered under the existing scheme of reservation for SC/ST/OBC-NCL and whose family gross annual income is below Rs. 8.00 Lakh (Rupees eight lakh) are to be identified as EWS for benefit of reservation of EWS. Family for this purpose will include the person who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years. The income shall also include income from all sources i.e. salary, agriculture, business, profession etc. for the financial year prior to the year of application. For this notification, the financial year will be 2020-21 as the closing date of application is 28.02.2022. Also persons whose family owns or possesses any of the following assets shall be excluded from being identified as EWSs, irrespective of the family income:
 - i) 5 acres of Agricultural Land and above;
 - ii) Residential flat of 1000 sq. ft. and above;
 - iii) Residential plot of 100 sq. yards and above in notified municipalities;
 - iv) Residential plot of 200 sq. yards and above in areas other than the notified municipalities.
- The candidates applying against the vacancies reserved for EWS must produce valid Income and Asset Certificate issued by the Competent Authority. In case of noncompliance to these stipulations, their claim for reserved status under EWS will not be entertained and the candidature / application of such candidates, if fulfilling all the eligibility conditions for General (UR) category, will be considered under General (UR) vacancies only.
- e) Relaxation in upper age limit for Ex-servicemen will be applicable as per GoI Guidelines.
 - f) Adopted Villages Candidates of HAL, Koraput Division are required to upload documentary proof of residence/nativity certificate and Medical Card issued by IR Department of HAL, Koraput Division.

- g) For Wards (Son/daughter) and spouse of Serving/Retired/Deceased employees of HAL are required to upload verification certificate from HR Dept. as documentary proof of relation with HAL employee.
- h) Wards of Contract Labors of HAL, Koraput Division are required to upload documentary proof such as Security ID Card issued to Contract Labors by HAL, Koraput Division.

2. HOW TO APPLY:

Apprenticeship portal related instructions:

- a) Prior to registering in apprenticeship portal candidate must ensure that Candidate's Name, Date of Birth and Gender in Aadhar, should match exactly with 10th Class Certificate and ITI NCVT/SCVT certificate and the same should reflect in Apprenticeship portal. Any mismatch in the above details found, then his/her candidature will be summarily rejected.
- b) The candidates have to register in **www.apprenticeshipindia.gov.in**, Government of India's Apprenticeship portal and complete their profile with verification of aadhar.
- c) Candidate's photo, Signature, Mark Sheet, Certificates etc. uploaded must be Visible clearly.
- d) In qualification details both 10th class and ITI qualification must have entered under Educational Qualification (in portal both 10th class and ITI comes under Educational Qualification).
- e) Please upload scanned PDF copies of 10th class certificate cum marks sheet in 10th class educational qualification. If mark sheet and certificate are issued in two separate formats then both should be scanned in two pages in a single PDF file and the same may be uploaded. In the same manner, ITI NCVT/SCVT certificate along with consolidated mark sheet to be scanned in two pages in a single PDF format and the same may be uploaded in ITI qualification details. If consolidated mark sheet is not available, then mark sheets of all semesters/years along with NCVT/SCVT certificate to be scanned in multiple pages but, in a single PDF file and the same may be uploaded.
- f) In ID proof type please upload PAN or Driving License or any other Photo Identity proof as approved by Government of India. Please DONOT upload Aadhar as Identity proof.

Google form fill-up related instructions

- a) After registration candidates are required to fill the google form available with this notification in HAL website.
- b) Candidates are requested to keep in hand the scanned PDF copy(with in 10MB each) of the following documents and Passport size photograph of the candidate in image format before filling the google form:-
 - i. 10th class certificate cum marks sheet. If mark sheet and certificate are issued in two separate formats then both should be scanned in two pages in a single PDF file.
 - ii. ITI NCVT/SCVT certificate along with consolidated mark sheet to be scanned in two pages in a single PDF format. If consolidated mark sheet is not available, then mark sheets of all semesters/years along with NCVT/SCVT certificate to be scanned in multiple pages but in a single PDF file.
 - iii. Certificate of Proof for reservation category (SC/ST/OBC(NCL)/PwBD/Ex-Serviceman).
 - iv. Income & Asset Certificate [only for Economically Weaker Sections (EWSs)].
 - v. Verification certificate from HR department for wards and spouse of Serving/Retired/Deceased employees.
 - vi. Resident /nativity and Medical card issued by HAL (both resident/nativity and medical card) to be scanned in a single PDF file) for candidates from HAL adopted villages.
 - vii. Documentary proof such as Security ID Card issued to Contract Labors by HAL, Koraput Division for the candidates, applying under Wards of Contract Labors of HAL.
 - viii. Aadhar Card .

3. SELECTION PROCEDURE:

- a) A common merit list will be prepared for each trade, based on the marks scored in the qualifying examination (70% weightage for HSC/10th marks and 30% weightage for ITI/ITC marks) and as per other rules and regulations in vogue and candidates will be selected for the Apprenticeship Training from the merit list.
- b) Reservation will be applicable as per Govt. guidelines.
- c) Shortlisted candidates will be called for Document verification, which will be held in Training and Development Institute. All correspondence will be made through registered email only.

4. GENERAL INSTRUCTIONS:

- a) Academic qualifications must be 10th class (regular) for all the trades with Regular ITI/ITC in concerned trade. Candidates with Open School (NIOS) / Correspondence / Part Time and Private Qualifications are not eligible to apply. Also candidates who are undergoing Apprentices training and completed apprenticeship training are not eligible to apply.
- b) Centre of Excellence (CoE) and Dual System of ITI passed candidates need not apply.
- c) No TA/DA will be paid to the applicants who called for document verification and or selection process.
- d) The selected candidates will be taken as Trade Apprentices for a period of one year as per their trade on a consolidated stipend at the revised rates under Apprentices Act, 1961.
- e) After Completion of Apprenticeship training, the candidate shall not confer any right and/or preferential claim in the matter of employment in HAL.
- f) Further HAL reserves the right to raise the eligibility criteria to restrict the number of candidates and also fill up the seats or alter the number of seats or even cancel the whole process of selection without assigning any reason.
- g) Suppression of any factual information or furnishing false information / forged documents will result in disqualification / legal action.
- h) Incomplete applications will not be considered for selection under any circumstances. Applications without relevant supporting document will not be considered under reservation quota.

*Last date for receiving/submitting application (google form) is **28.02.2022.***

Dy. Manager (Training)
Training and Development Institute
HAL, Koraput Division
Sunabeda, 763002