

**HINDUSTAN AERONAUTICS LIMITED**  
**KORAPUT DIVISION**  
**HUMAN RESOURCES DEPARTMENT**

Notification: HAL/KPT/U(A)/APP/2020/70

Dt. 18/07/2020

**NOTIFICATION**

**Sub: Apprenticeship Training Program for Trade Apprenticeship (Ex-ITI)-(2020-21)**

Online Applications through [www.apprenticeshipindia.org](http://www.apprenticeshipindia.org), are invited from the eligible ITI/ITC passed candidates for Apprenticeship Training at T&DI, HAL, Koraput Division, under Apprenticeship Act 1961 in the following trades:

TRADE	Fitter	Turner	*Machinist	Mechanic (Motor Vehicle)	Foundry Man (Moulder)	Welder (G&E)	Electrician	PASSA
Year of Apprentice Training	1 Year	1 Year	1 Year	1 Year	1 Year	1 Year	1 Year	1 Year

\* In Machinist Trade Machinist (Grinder) trade are not eligible.

**1. ELIGIBILITY CRITERIA:**

- a) Candidate must be an Indian National.
- b) Candidates must have passed respective ITI/ITC.
- c) Age: 14-23 years as on 30.06.2020 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.

**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 2019-20 as the closing date of application is 06.08.2020. 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 non compliance 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.

**2. 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/10<sup>th</sup> 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) On provisional selection as at para 2 (a), the candidates are required to submit the latest Medical Fitness Certificate obtained from any of the Govt. Hospitals/Doctors. **Medical Fitness certificates obtained on or after the date of this notification will only be considered.**
- d) Candidates must obtain Police Clearance Certificate from the Commissioner / Superintendent of Police from the place where the candidate resides. **Police Clearance Certificate obtained on or after the date of this notification will only be considered.** Candidates, who found suitable in Medical Test, Police Verification Report & Document Verification, shall only be engaged as Trade Apprentice under the Apprentices Act 1961.

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**3. INSTRUCTIONS FOR ONLINE REGISTRATION:**

- a) The candidates have to register as an Apprentice through [www.apprenticeshipindia.org](http://www.apprenticeshipindia.org), Government of India's portal. After completion of registration, an Activation Email will be send to your registered Email Id. On the Email, click the 'Activate' button.
- b) Once Registration and Activation done, please Login using your Email Id as User Id and Password you have set while registration.
- c) After Login, first **Complete your Profile** (without completing your profile, you will not be able to apply). Candidate must select "Hindustan Aeronautics Limited, Koraput Division" as establishment for undergoing training at HAL, Koraput Division.
- d) While updating your profile, please update your 10<sup>th</sup> and ITI qualification details. (first add 10<sup>th</sup> details and submit it, again add ITI details and submit it). **Make sure your 10<sup>th</sup> and ITI details both have been updated. It is mandatory to upload your 10<sup>th</sup> Mark Sheet & Certificate both, and ITI Mark Sheet (Final Year Consolidate Mark Sheet) in the portal.**
- e) Aadhar card No. (UID No) shall be entered correctly and verify it through portal.
- f) The details furnished by the Candidates while registration such as Name, Date of Birth, Aadhar Number, Father's Name, Mother's Name, Address etc. shall match with the documents attached such as HSC/10<sup>th</sup> class certificate, Aadhar etc. In case of any discrepancy in these details, may please be corrected before the last date of registration, otherwise Candidate's Application will be rejected.
- g) Candidate's photo, Signature, Mark Sheet, Certificates etc. uploaded must be visible clearly.
- h) Incomplete applications and applications submitted without uploading required attachments will be rejected.
- i) For Detailed user manual for Online registration, please visit [www.apprenticeshipindia.org](http://www.apprenticeshipindia.org)>Get Started>Candidate User Manual.

**4. In addition to online application through [www.apprenticeshipindia.org](http://www.apprenticeshipindia.org), Candidates need to fill the Offline Application Form and send it to [recruitment.koraput@hal-india.co.in](mailto:recruitment.koraput@hal-india.co.in) along with all other required necessary documents (self-attested photocopy) on or before 06.08.2020.**

**A. Documents (Self-attested photocopy), required along with Offline Application:-**

- i) 10<sup>th</sup>/HSC Certificate and Mark Sheet.
- ii) ITI/ITC Provisional Certificate and Mark Sheet (if semester wise Mark Sheet, then attached only consolidated Mark Sheet).
- iii) Certificate of Proof for reservation category (SC/ST/OBC(NCL)/PwBD/Ex-Serviceman). **OBC(NCL) certificate must not be older than 6 months.**
- iv) Income & Asset Certificate [only for Economically Weaker Sections (EWS)].
- v) School Leaving Certificate/College Leaving Certificate /ITI Leaving Certificate.
- vi) Local Police Clearance Certificate (must be obtained on or after the date of this notification).
- vii) Medical Fitness Certificate from any Govt. Hospital / Doctor (must be obtained on or after the date of this notification).
- viii) Aadhar Card photocopy (Details of Candidates such as Name, Father's Name, Mother's Name, DOB etc., mentioned in 10<sup>th</sup> / HSC Certificate should match with Aadhar details).
- ix) For Wards (Son/daughter only) and spouse of Serving/Retired/Deceased employees of HAL are required to fill-up the enclosed format (**Annexure-I**), mentioning their Registration No. along with attached documentary proof of relation with HAL employee.
- x) Adopted Villages Candidates of HAL, Koraput Division are required to fill-up the enclosed format (**Annexure-II**) mentioning their Registration No. along with attached documentary proof of residence/nativity certificate and Medical Card issued by IR Department of HAL, Koraput Division .
- xi) Wards of Contract Labors of HAL, Koraput Division are required to fill-up the enclosed format (**Annexure-III**) mentioning their Registration No. along with attached documentary proof such as Security ID Card issued to Contract Labors by HAL, Koraput Division.

**Note: The above documents along with Application Form need to send to [recruitment.koraput@hal-india.co.in](mailto:recruitment.koraput@hal-india.co.in) on or before 06.08.2020. Applications received after 06.08.2020 will not be considered.**

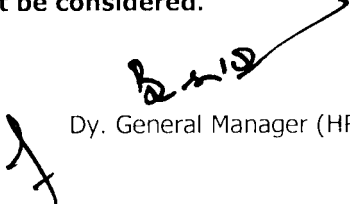
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**5. GENERAL INSTRUCTIONS:**

- a) **Academic qualifications must be 10<sup>th</sup> class (regular) for all the trades and ITI in concerned trade. Candidates with Open School (NIOS) / Correspondence / Part Time / Private Qualifications are not eligible to apply.**
- b) No TA/DA will be paid to the applicants who called for the selection process.
- c) 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.
- d) The candidates belonging to OBC (NCL) must produce valid Other Backward Classes Certificate in the format for applying for admission to Central Educational Institutions under the Government of India at the time of document verification. The OBC (NCL) Certificate must not be older than six months.
- e) After Completion of Apprenticeship Training 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.

**Online application through [www.apprenticeshipindia.org](http://www.apprenticeshipindia.org) as well as Offline Applications send to [recruitment.koraput@hal-india.co.in](mailto:recruitment.koraput@hal-india.co.in) received on or before 06.08.2020 will only be considered. Applications received after 06.08.2020 will not be considered.**

  
Dy. General Manager (HR)