



Government of India

Department of Atomic Energy

Indira Gandhi Centre for Atomic Research

**Recruitment Section**

Kalpakkam



**ENGAGEMENT OF TRADE APPRENTICES UNDER APPRENTICES ACT, 1961**

**Notification No. IGCAR/03/2024**

<b>Opening date of Online Application</b>	<b>14/09/2024</b>
<b>Closing date of Online Application</b>	<b>13/10/2024</b>

Indira Gandhi Centre for Atomic Research (IGCAR), a Research and Development Centre under the Department of Atomic Energy, Government of India is inviting applications through online portal for the engagement of ITI Trade apprentices under the Apprentices Act-1961 and amendments made time to time in the following trades / disciplines:

Sl. No.	Trade / Discipline	Requirements	Amount of Stipend	Educational Qualification
				ITI in relevant trades
1.	Fitter	46	a) Rs.8050/- (For those who have qualification of ITI with <b>two</b> years duration).	Fitter
2.	Turner	7		Turner
3.	Machinist	10		Machinist, Machinist (Grinder)
4.	Electrician	22		Electrician, Wireman
5.	Mechanical Machine Tool Maintenance	1		Mechanical Machine Tool Maintenance
6.	Electronic Mechanic	15		Electronic Mechanic
7.	Instrument Mechanic	18		Instrument Mechanic
8.	Draughtsman (Mechanical)	12		Draughtsman (Mechanical)
9.	Mechanic Refrigeration & Air Conditioning	9		Mechanic Refrigeration & Air Conditioning
10.	Process Plant Operator	12		b) Rs.7700/- (For those who have qualification of ITI with <b>one</b> year duration).
11.	Carpenter	4	Carpenter, Wood Work Technician	
12.	Mason / Civil Mistry	4	Mason (Building Constructor)	
13.	Plumber	2	Plumber	
14.	Welder (Gas & Electric)	14	Welder	
15.	Horticulture Assistant	3	Horticulture	
16.	PASAA (Programming and System Administration Assistant)	19	Computer Operator and Programming Assistant	
<b>TOTAL</b>		<b>198</b>	<b>Total Seats = 198 [SC-29, ST-14, OBC (NCL)-53, EWS-19, UR-83]</b>	

*M.D. Deka*

1. **Place of Training:** Indira Gandhi Centre for Atomic Research, Kalpakkam – 603 102, Chengalpattu District, Tamil Nadu.
2. **Period of Training:** One year.
3. **Age Limits:**
  - a. The minimum age is 18 years and maximum age is 24 years as on the closing date of receipt of online application i.e. 13/10/2024.
  - b. The relaxation in age to SC/ST/OBC (NCL) will be applicable as per Central Government Rules.
  - c. Upto a maximum of **five years for Scheduled Castes/Scheduled Tribes** and **three years for OBC (NCL)** candidates would be available only for posts reserved.
  - d. 10 years for Persons with Benchmark Disability (Divyangjan) with minimum 40% of disability (PwBD+OBC=13years; PwBD+SC/ST=15 years).
4. **Amount of Stipend:** A stipend of **Rs.8050/- p.m. if you had undergone 2 years of ITI Training Course/ Rs.7700 p.m. if you had undergone 1 year of ITI Training Course** as per minimum wage of semi-skilled workers notified by the Govt. of Tamilnadu and rules applicable from time to time.
5. **Selection Procedure:**

The applications will be shortlisted on the following basis:

  - a. Candidate should possess ITI certificate in respective trade as mentioned in the Table (Page 1).
  - b. The candidates will be shortlisted for training on the basis of marks obtained in their ITI course.
  - c. In case of tie in the percentage of ITI marks, candidates with higher percentage obtained in 10<sup>th</sup> / 8<sup>th</sup> standard will be placed higher on the merit list (8<sup>th</sup> class only in case of Welder, Carpenter, Mason / Civil Mistry, Plumber).
  - d. In case of tie in the marks obtained in 10<sup>th</sup> / 8<sup>th</sup>, the candidate born earlier shall be considered.
  - e. Selected list for each trade will be published on IGCAR website. Candidates are advised to periodically visit IGCAR website i.e. [www.igcar.gov.in](http://www.igcar.gov.in) under the Opportunities→Recruitment tab for future correspondence and latest information.
  - f. All the candidates shortlisted are required to appear for Document Verification, failing which their candidature shall be deemed to be cancelled.
  - g. All correspondence pertaining to recruitment process will only be published in IGCAR website ([www.igcar.gov.in](http://www.igcar.gov.in)) from time to time.
6. **General Instructions:**
  - a. Read detailed advertisement and instructions before filling up the online application form. No Correspondence will be entertained with the candidates.
  - b. Candidates should submit online application for one trade only.
  - c. The applicants who have already undergone (or) are currently undergoing Apprenticeship Training under Apprenticeship Act 1961 in any Government (or) PSU (or) Private Industrial Organization partially/ fully are **not eligible** to apply and will not be considered.
  - d. Selected candidates should submit Police Verification Certificate from local Police Station at the time of Document Verification.
  - e. Engagement of Apprentice is subject to qualifying the standard medical examination prescribed by the Competent Authority.
  - f. Before commencement of the training, the candidates will have to execute a Contract of Apprenticeship.

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- g. Candidates selected for training **will not be allowed to withdraw from training** except for reasons, which are beyond their control. Those who absent themselves are liable to refund the stipend received as determined by the Central Apprenticeship Adviser.
- h. Every Apprentice who has completed the period of training has to undergo Trade Test to determine his proficiency in the designated trade. Only on passing the trade test, apprentices will be awarded **National Apprenticeship Certificate issued by Controller of Examination (DGT)** through apprenticeship portal.
- i. The engagement and training are strictly in compliance with the provisions of the Apprentices Act 1961, and there is no provision for employment of the Apprentices on completion of their training and candidate cannot claim for the same.
- j. Candidates are advised to have a valid and active personal e-mail id and mobile number till the completion of the selection process. No change in the e-mail id and mobile number will be allowed once registered.
- k. IGCAR reserves the right to cancel (or) alter the number of seats of particular trade or even the entire process of engagement of apprentices without assigning any reasons whatsoever.
- l. Disrespectful, belligerent, dishonest, procrastination and escapist behavior of an apprentice will hamper the outcome of this training scheme. Therefore, if such things brought to the notice of IGCAR authorities then his / her apprenticeship may be terminated.
- m. Where the contract of apprenticeship is terminated for failure on the part of the apprentice to carry out the terms of contract, the apprentice shall refund the stipend received as determined by the Central Apprenticeship Adviser.
- n. IGCAR is governed by special provisions stipulated under Atomic Energy Act 1962. **The employees are civilian employees** and are bound by the aforementioned Act and CCS (Conduct) Rules, 1964. In all the matters of conduct and discipline, the apprentice shall be governed by the rules and regulations prevalent at IGCAR.
- o. If any declaration furnished by the candidate is found to be false, he / she shall be disqualified / terminated at any stage of the training period without any notice. Any canvassing or personal follow up with an intention of inducing the process of selection of apprentice by and on behalf of any candidate will lead to immediate cancellation of the candidature.

#### 7. How to apply online:

- a. Eligible and interested candidates are required to register in the web portal <https://www.apprenticeshipindia.gov.in> for enrolment as Apprentices. The applications will not be accepted without registration and without unique registration number (For eg: AXXXXXXXXXX) obtained from the above mentioned web portal.
- b. Candidates have to mandatorily complete their AADHAR (E-KYC) verification of their enrolment in <https://www.apprenticeshipindia.gov.in> portal and shall provide the details of registered Email id and Mobile number while registered on E-KYC in their application.
- c. Applications shall be submitted only through online mode.
- d. Facility for submission of online application will be available from 14/09/2024 to 13/10/2024 on IGCAR website i.e. [www.igcar.gov.in](http://www.igcar.gov.in) under the tab "Opportunities → Recruitment".
- e. Candidate should read the general instructions given in the advertisement carefully before making any entry (or) selecting any option. Candidate should enter all the required details while filling up the online application form.

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- f. Before filling the application form, candidates should keep ready the following scanned documents in pdf format for uploading:
- Caste Certificate (size of pdf should be limited to 1 MB).
  - 8<sup>th</sup> Mark sheet (or) 10<sup>th</sup> Mark sheet as applicable, ITI Trade Certificate (NCVT/SCVT), semester-wise Mark sheet and Consolidated Mark sheet should be scanned as a single pdf (size of pdf should be limited to 5 MB).
- g. Candidate is required to fill up personal details and details of trade applied for, as per the certificate issued to him/her.
- h. Registered e-mail ID and Mobile Number is mandatory for submitting application online and shall be kept active till the completion of Apprenticeship training. IGCAR will send all correspondence to the registered e-mail ID. No correspondence will be sent through post/courier.
- i. Before submitting the application, candidate is advised to check that all the details filled in are correct. Candidate may also ensure that name, date of birth, etc. are entered correctly in the application form. Any incorrect information may disqualify the candidature.
- j. After final submission, no request for change / correction in online application shall be entertained under any circumstances.
- k. Incomplete particulars or without uploading relevant documents (mentioned in Para 7(f)) are liable to be rejected.
- l. Selected candidates will be provided with Hostel Accommodation on chargeable basis subject to availability.
8. Candidates are required to bring the printout of the Online application form along with the following documents (Original and one set of self-attested photocopies) at the time of Document Verification:
- Online Application form signed and pasted with recent passport size photograph.
  - Police verification certificate from the local police station at the place of residence.
  - Date of Birth Certificate / SSC Certificate.
  - 8<sup>th</sup>/10<sup>th</sup> standard mark sheets prior to ITI course.
  - ITI trade certificates (NCVT / SCVT) with year wise mark sheets and consolidated mark sheet.
  - Community certificate in the prescribed format SC/ST/OBC (NCL) (if applicable).
  - EWS certificate (if applicable).
  - PWD certificate (if applicable).
  - Savings Bank Account Number and Pass Book.
  - Aadhaar Card copy of the applicant.
  - PAN Card copy of the applicant.
  - Confirmation copy of Apprentice Registration through Apprentice portal <https://apprenticeshipindia.gov.in>.
9. No TA/DA will be paid for attending document verification and medical examination.
10. In case of any dispute, the decision of IGCAR shall be final.
11. For any queries candidates may send mail to [apo4@igcar.gov.in](mailto:apo4@igcar.gov.in) / [rd3@igcar.gov.in](mailto:rd3@igcar.gov.in) .

**Note: Candidates are advised to periodically visit IGCAR website i.e. [www.igcar.gov.in](http://www.igcar.gov.in) under the 'Opportunities → Recruitment' tab for future correspondence and latest information.**

*M.D. Deka*

**Assistant Personnel Officer (R), IGCAR**

Assistant Personnel Officer (Recruitment)

भारत सरकार/Government of India

परमाणु ऊर्जा विभाग / Dept. of Atomic Energy

इंदिरा गांधी परमाणु अनुसंधान केंद्र

Indira Gandhi Centre for Atomic Research

कल्पक्कम / Kalpakkam - 603 102