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ENROLMENT FOR APPRENTICESHIP TRAINING IN DESIGNATED TRADES (IT-26)

1. **The advertisement No. CBC0702/11/0118/2324 published on 16 Mar 2024 for enrollment of apprenticeship training in designated trades (IT-26) at Naval Dockyard, Mumbai is cancelled.**

2. Naval Dockyard, Mumbai invites online applications on **https://registration.ind.in/** from ITI qualified/ fresher candidates (Male / Female) in various designated trades for enrolment into Apprenticeship training at Dockyard Apprentice School under the Apprentices Act–1961 read in conjunction with Apprenticeship Rules 1992. A total of **301** vacancies as per distribution shown below are to be filled up:-

Sl. No	Apprenticeship Training Trade	Eligible ITI Trade	Vacancies	Distribution of Vacancies					
				SC	ST	OBC	UR	PWD	ARMED
ONE YEAR									
1	ELECTRICIAN	ELECTRICIAN	40	4	4	8	24	3% Horizontal Reservation subjected to availability of candidates in various trades	3% Horizontal Reservation subjected to availability of candidates in various trades
2	ELECTROPLATER	ELECTROPLATER	1	0	0	0	1		
3	FITTER	FITTER	50	5	5	10	30		
4	FOUNDRY MAN	FOUNDRY MAN	1	0	0	0	1		
5	MECHANIC (DIESEL)	MECHANIC (DIESEL)	35	4	3	7	21		
6	INSTRUMENT MECHANIC	INSTRUMENT MECHANIC	7	1	1	1	4		
7	MACHINIST	MACHINIST	13	1	1	3	8		
8	MMTM	MECHANIC MACHINE TOOL MAINTENANCE	13	1	1	3	8		
9	PAINTER(G)	PAINTER(G)	9	1	1	2	5		
10	PATTERN MAKER	PATTERN MAKER / CARPENTER	2	0	0	0	2		
11	PIPE FITTER	PLUMBER	13	1	1	3	8		
12	ELECTRONICS MECHANIC	ELECTRONICS MECHANIC	26	3	2	5	16		
13	MECHANIC REF. & AC	MECHANIC REF. & AC	7	1	1	1	4		

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14	SHEET METAL WORKER	SHEET METAL WORKER	3	0	0	0	3
15	SHIPWRIGHT (WOOD)	CARPENTER	18	2	2	3	11
16	TAILOR(G)	SEWING TECHNOLOGY / DRESS MAKING	3	0	0	0	3
17	WELDER(G&E)	WELDER	20	2	2	4	12
18	MASON(BC)	MASON(BC)	8	1	1	2	4
19	I&CTSM	I&CTSM / IT&ESM	3	0	0	0	3
20	SHIPWRIGHT (STEEL)	FITTER	16	2	1	3	10
TWO YEARS							
21	RIGGER	FRESHER 8TH STD. PASS	12	1	1	2	8
22	FORGER & HEAT TREATER	FRESHER 10TH STD. PASS	1	0	0	0	1
TOTAL			301	30	27	57	187

3. **Reservation of Vacancies**

(a) **For SC/ ST Candidates**. Vacancies for SC/ ST candidates are reserved in accordance with Section 3A(1) & (2) and Section 3B(1) & (2) both of Chapter II of the Apprentices Act - 1961 read in conjunction with Schedule IIA of Rule 5 of Apprenticeship Rules 1992, provided that when the prescribed number of persons belonging either to the Scheduled Castes or to the Scheduled Tribes are not available, the vacancies so reserved for them may be filled by persons belonging to the Scheduled Tribes or as the case may be, to the Scheduled Caste and if the prescribed vacancy cannot be filled even in the above given manner, then the vacancies so lying unfilled may be filled by persons not belonging to the Scheduled Castes or the Scheduled Tribes.

(b) **For OBC Candidates**. Vacancies for OBC candidates are reserved in accordance with Rule 5 (2) of Apprentices act 1961 and Maharashtra State Gazette Notification dated 01 Aug 2006. If vacancies reserved for OBC candidates cannot be filled from the Other Backward Classes, then the vacancies so lying unfilled may be filled by persons not belonging to the Other Backward Classes.

(c) **For Persons with Disabilities**. Vacancies for Apprenticeship training are reserved vide DGET letter DGE&T-50(3)/2006-AP dated 24.04.2006.

(d) **For Armed Forces**. Vacancies reserved for ex-servicemen, their children and children of Armed Forces Personnel vide DGE&T letter No.DGE&T-23(2)/87. AP dated 26.03.1987 and Apprenticeship Training Manual para 3.6.3 as per details mentioned below:-

(i) Children of deceased/disabled ex-servicemen including those killed/disabled during peace time

(ii) Children of ex-servicemen

(iii) Children of serving Jawans

(iv) Children of serving Officers

(v) Ex-Servicemen

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4. **Eligibility Conditions**

(a) Qualifications.

The Essential education qualification in accordance with Schedule I of Apprentices Act–1961.

Ser	Trades	Qualification	Percentage
(i)	ITI Trades	ITI (NCVT/SCVT)	Pass
(ii)	Non ITI Trades		
	(aa) Rigger	Std VIII	Pass
	(ab) Forger Heat Treater	SSC / Matric / Std X	Pass

Qualification for candidates who are to be enrolled for Rigger and Forger Heat Treater as 'Fresher' shall be Std 8th and 10th pass respectively.

(b) **Age**. There shall be no upper age restriction for apprenticeship training as per Ministry of Skill Development and Entrepreneurship (MSDE) office memorandum No. F.No. MSDE-14(03)/2021 AP-(PMU) dated 20 Dec 21. Minimum age is 14 years and for hazardous occupations it is 18 years according to The Apprentice act 1961.Accordingly, candidates born before June 2010 are eligible for non-hazardous trades and candidates born before June 2006 are eligible for hazardous trades. Candidates are to be aware that there is an age limit set in the recruitment rules for the post of Tradesman Skilled in Naval Dockyard, Mumbai.

(c) **Minimum Physical Standards**. Height 150 cm, Weight not less than 45 Kg, Chest expansion not less than 5 cm, Eye sight 6/6 to 6/9 (6/9 corrected with glasses), external & internal organs to be normal. Physical fitness standards are as per MoD letter FM/0442/NHQ/1278 D(N-II) dated 14 Nov 1996.

(d) **Previous Training**. **Candidates who have already undergone or are currently undergoing Apprenticeship** under the Apprentices Act – 1961 in any Govt/ Public Sector/ Private Industrial organisation **are not eligible to apply** for the current enrolment.

5. **Payment of Stipend to Apprentices**. The minimum rate of stipend per month payable to apprentices shall be followed (Para 5 (i) (1) of The Gazette of India dated 25 Sep 2019.

6. **Notices to Prospective Candidates**. In case of any change in schedule of dates, amendment, etc. the same will be made available on the websites **https://registration.ind.in/**

7. **Selection Procedure**. Shortlisting of candidates for the written examination would be made trade wise as per extant policies, for the number of vacancies indicated at Para 1, and would be based with respect to valid online applications (meeting all criteria as mentioned at Para 3 above) received as on the closing date of the advertisement. The following process will be followed in respect of selection and corresponding merits for written exam, interview and final call letter:-

(a) **Preliminary Merit List**.: Candidates with valid application will be placed in a Preliminary Merit List for appearing in the written exam. The Preliminary Merit list would be drawn out Trade and Category wise. Process for drawing out Preliminary Merit list will be as follows:-

(i) **Candidates with ITI Trades** :- For ITI trades provisional merit list will be prepared on the basis of their aggregate Percentage (%) of marks obtained in ITI in ITI

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trades. In case of tie with same aggregate percentage in ITI, aggregate percentage (%) in Std. X will be compared. In the case of further tie, the candidates' date of birth will be compared, and the elder person will be placed above the others. In case of further ties, (ascending) alphabetical order of the First name followed by the middle name followed by the surname of the candidates (starting from alphabet 'A' to 'Z') will be considered for deciding the order of merit.

(ii) **Candidates with Non ITI trades** :- For non-ITI trades provisional merit list will be prepared on the basis of their aggregate percentage (%) of marks obtained in 8th (for Rigger trade) and 10th (for Forger and Heat Treater trade) respectively. In the case of tie, the candidates' date of birth will be compared, and the elder person will be placed above the others. In case of further ties, (ascending) alphabetical order of the First name followed by the middle name followed by the surname of the candidates (starting from alphabet 'A' to 'Z') will be considered for deciding the order of merit.

(b) **Written Exam**. Short listed candidates in the Preliminary Merit List will be issued E – admit card for appearing in written examination via E-mail in the ratio up to 1:20 for every available vacancy in each trade and category. E.g. Say for 10 UR vacancies for Electrician Trade, up to 200 top candidates as per the merit will be called for written examination.

(c) **Scheme of Written Examination**. Written exam will be OMR based and will comprise of Multiple Choice Questions [General Science 35, Mathematics (Numerical Aptitude) 35, General Awareness (common for all trades) 30]. There will be no negative marking for wrong answers. Duration of the written exam will be 02 hours.

(d) **Medium of Written Examination**. The question paper will be bilingual in both English & Hindi.

(e) **Centre of Examination**. The Centre of examination will be Mumbai only and the exam will be held in **May / June 24**. The exact date, time and venue of written examination would be intimated to candidates through online call letters on their registered email IDs only. Candidates are advised to check their email regularly.

(f) **Provisional Merit List**. Post conduct of written exam, Provisional merit list will be drawn out Trade and Category wise based on marks obtained in the written exam. In case of tie, the candidates' date of birth will be compared, and the elder person will be placed above the others. In case of further ties, (ascending) alphabetical order of the First name followed by the middle name followed by the surname of the candidates (starting from alphabet 'A' to 'Z') will be considered for deciding the order of merit. Short listed candidates in the Provisional Merit List will be called for interview in the ratio up to 1:3 for every available vacancy in each trade and category.

(g) **Interview.** Interview for the shortlisted candidates in Provisional List will be held at Mumbai. Exact date of interview will be intimated to the selected candidates via e-mail. Interview will be comprising of following:-

(i) **Document Verification** During interview, candidates would be verified with the following original certificates

(aa) SSC / Matriculation Certificate
(ab) ITI Certificate
(ac) Aadhar Card
(ad) Caste Certificate (if applicable)
(ae) PwD Certificate (if applicable)

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(af) Ex Serviceman/ Armed Force Personnel Certificate (if applicable)
(ag) Sports Certificate (if applicable)

(ii) **Oral Test** Successful candidates in document verification will be tested with technical skills in their respective trade.

(h) **Final Merit List**. Final Merit List, Trade and Category wise will be prepared based on the marks obtained in the written examination and interview based on assessment by Board. The Final Merit List will be prepared with adequate candidates in reserve list. Subsequently, candidates shortlisted in the Final Merit List would be called for joining the apprenticeship training on the basis of merit standing (including medical fitness) as promulgated on website **https://registration.ind.in/** and through online communication on their registered email IDs. Candidates are advised to check their email regularly.

8. **Medical Examination**. Every candidate shall be medically examined and declared fit as per Rule 4 and Schedule II of Apprenticeship Rules, 1992 by a **Govt Hospital** and medical fitness certificate provided by Govt. Hospital shall be submitted before being engaged as an apprentice.

9. **Commencement of Training**. **Jul / August 2024**.

10. **Travel/ Expenses**. No travel expenses are admissible for candidates called for Written/ Document Verification.

11. **Boarding/ Lodging**. Candidates called for Written Examination / Document verification are to arrange their own boarding and lodging. No accommodation will be provided to candidate by the Naval Dockyard, Mumbai during the entire selection Process.

12. **Filling up of Online Applications**. Candidates are required to log on to **https://registration.ind.in/** and fill up online application. Further, the said website for filling online application would be opened from **the third day (1000 hrs) of publication of notification in Employment News and will remain open till 21 days after date of publication in Employment News (upto 2350 hrs)**. The candidates are also requested to upload following good quality/readable documents **duly scanned in colour in .pdf format only** in A4 size & file size upto 200 Kb (except for sl (a), (h) & (k) below) for filling up online application:-

(a) Passport size photo of candidate **in white background** (size 3.5 cm x 4.5 cm, file size upto 200 Kb) in .JPEG/.JPG format.

(b) SSC/Matriculation (Std 10) marksheet and proof of Date of Birth (Birth Certificate or Aadhaar Card).

(c) Std 8 marksheet (where applicable).

(d) ITI marksheet (where applicable).

(e) Community Certificate [for SC/ST/OBC (with non-creamy layer certificate) only] to be submitted as per extant policies / regulations in vogue.

(f) Certificate of Physical Disability, if applicable.

(g) Certificate of son / daughter of Armed Forces Personnel / ex-Servicemen, if applicable.

(h) Aadhaar / PAN card / Passport of candidate or any other identity proof prescribed by Government from time to time (file size upto 200 Kb) in .JPEG / .JPG format.

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(j) Aadhaar Card of candidate (**Compulsory**) (file size upto 200 Kb) in .JPEG / .JPG format.

(k) Latest self photograph and photographs of other documents taken from mobile phones/cameras and uploaded are **not acceptable**.

13. **Offer & Acceptance of Employment**. It shall not be obligatory on the part of Naval Dockyard, Mumbai to offer any employment to any apprentice after completion of the training, nor shall it be obligatory for the apprentice to accept any employment, if offered by Naval Dockyard, Mumbai. The candidates are to familiarise themselves with the rules and regulations under the Apprentices Act 1961 and the Disability Act 1995. However, as per extant SRO 43/2012 & 31/2017, direct recruitment of Tradesman Skilled includes 60% selection of ex-Naval Apprentices in Designated Trades. On completion of apprenticeship training as per above scheme, successful candidates would become eligible to apply for recruitment as Tradesman Skilled, as and when undertaken by Indian Navy in accordance with provisions of stated extant Recruitment Rules & Orders of Ministry of Defence.

14. Candidates are to be aware that there is an age limit set in the recruitment rules for the post of Tradesman Skilled in Naval Dockyard, Mumbai.

15. **Terms & Conditions**. During the training, the apprentices are entitled for free medical treatment only from Naval Dockyard Dispensary.

16. **General Information**. Applicants are advised to note the following instructions carefully:-

(a) Candidates are to **apply online only** through **https://registration.ind.in/** No physical forms would be accepted.

(b) Candidates are not required to pay any fee for the examination.

(c) Mere submission of online application form, receipt of 'acknowledgement', receipt of admit card and appearance in examination does not guarantee enrolment for Designated Trades apprenticeship training. The selection of candidates will be made based on merit position considering available vacancies category-wise, scrutiny of original credentials, clear police verification report & medical test etc.

(d) Candidates are not required to send hard copy of application & admit card to Naval Dockyard. The same are to be retained by the candidates and produced at the time of document verification.

(e) Candidates are required to check up the website **https://registration.ind.in/** for submitting online applications and for any updates & changes.

(f) Candidates are required to give their personal valid mobile number and eMail ID for receiving periodical notices/updates.

(g) Canvassing of any kind will disqualify the candidate. Selection process will be done strictly on merit. Candidates are advised not to fall prey to any unscrupulous elements.

(h) Candidates will be permitted to enter the examination hall **only** with **valid Admit Card** downloaded and printed by candidate, bearing **clear Photograph and signature** with **Aadhar card**. In case of any mismatch of details in admit card and Aadhar card, candidate will not be allowed to seat for the written examination. While uploading documents, candidates are

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advised to ensure that their clear Photograph and signature have been uploaded for printing on the Admit Card.

(j) The candidates must not attempt impersonation or take help of any impersonator at any stage of the selection process or try to copy from neighboring candidates, books and use of any electronic gadgets.

(k) Any material suppression of facts or submitting forged certificates shall lead to rejection of candidature at any stage of the selection process.

(l) If any candidate is found using any type of unfair means during the examination, the candidate shall be summarily debarred and shall not be allowed to appear in any examination/ written test conducted by Indian Navy in the future.

(m) Decision of Admiral Superintendent, Naval Dockyard, Mumbai in all matters relating to the eligibility, acceptance/ rejection of any application, allotment of language, examination centre etc. will be final and binding on the candidate and no inquiry/correspondence shall be entertained in this regard.

(n) Any subsequent changes in the terms and conditions of the engagement of Designated Trade Apprentices as per the extant rules will stand good. Indian Navy reserves the right to incorporate any subsequent changes/ modifications/ additions in the terms & conditions under this advertisement notice as necessitated and applicable. Any corrigendum will be published on the website **https://registration.ind.in/**

(p) Candidates applying for the written examination should ensure that they fulfill all the eligibility criteria for admission for the examination. Their admission at all the stages of examination will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If, on verification of documents, at any time before or after the written examination, it is found that the candidate does not fulfill any of the eligibility conditions, his/ her candidature for the examination shall be cancelled by Indian Navy/ Admiral Superintendent, Naval Dockyard, Mumbai.

17. **Rejection of Candidature**. Candidates are requested to read all instructions carefully & thoroughly before applying online. Their applications/ candidature are likely to be rejected on one or more of the following reasons: -

(a) Incomplete application.

(b) Does not possess the prescribed qualification to undergo the Designated Trade Apprenticeship at Naval Dockyard, Mumbai on the closing date of online application.

(c) Under aged or Date of Birth not filled or wrongly filled.

(d) Double or multiple applications submitted.

(e) Application without clear photograph, photograph with cap/wearing goggles, disfigured, unrecognizable or unclear or unidentifiable photo.

(f) Any other irregularities which may render the candidature of applicant invalid by Admiral Superintendent, Naval Dockyard, Mumbai.

(g) Mismatch of name, father's name and Date of Birth in online application form with the Class 10/ ITI certificate.

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(h) Irrelevance between the applied trade and the ITI trade certificate.

(j) Incorrect Aadhaar Card details provided.

FOR ANY CLARIFICATION/ ASSISTANCE, CANDIDATE MAY E-MAIL/ CONTACT AT

E-mail: helpdesknavaldockmumbai@gmail.com

Helpdesk Number – 033-24140047