

ADVT. NO. HRD/RECTT./ADVT./2017-18/06

Engineers India Limited, a premier engineering consultancy and turnkey contracting organization executing projects in the fields of refineries, petrochemicals, pipelines, offshore, metallurgy, infrastructure, fertilizers, etc., invites applications for **engagement as Apprentices under Apprentices Act, 1961 as amended from time to time.**

TRADE APPRENTICES / TECHNICIAN APPRENTICES

- **POSITIONS AVAILABLE, EDUCATIONAL QUALIFICATION & DURATION OF TRAINING**
- **ELIGIBILITY**
- **CONCESSIONS & RELAXATIONS**
- **STIPEND**
- **PLACE OF TRAINING**
- **MODE OF SELECTION**
- **STEPS FOR APPLYING**
- **GENERAL INSTRUCTIONS**

• **POSITIONS AVAILABLE, EDUCATIONAL QUALIFICATION & DURATION OF TRAINING**

A) **Trade Apprentices:** (Appx. 179 numbers)

Sl. No.	Code	Trade	Essential qualification	Period of Apprenticeship Training (Months)	Total Numbers
1	CODE/17-18/06/A1	Accountant	Graduate (B.com.)	12	10
2	CODE/17-18/06/A2	HR Assistant	Graduate (B.A./BBA)	12	14
3	CODE/17-18/06/A3	Draftsman Civil	ITI Civil	12	17
4	CODE/17-18/06/A4	Draftsman Mechanical	ITI Mechanical	12	17
5	CODE/17-18/06/A5	Draftsman Electrical	ITI Electrical	12	5
6	CODE/17-18/06/A6	Secretarial Assistant	12 th	15	18
			ITI	12	
7	CODE/17-18/06/A7	Stenographer	12 th	15	14
			ITI	12	
8	CODE/17-18/06/A8	Receptionist	10th class examination under 10+2 system of education	15	8
			ITI	12	
9	CODE/17-18/06/A9	Lab assistant	Passed 10th class examination under 10+2 system of education with physics, chemistry and mathematics or its equivalent	24	15
			ITI	12	
			B.Sc	12	
10	CODE/17-18/06/B1	Architectural Assistant	Passed in 10th Class Examination under 10 + 2 system of Education or its equivalent.	24	10
			ITI	12	

Sl. No.	Code	Trade	Essential qualification	Period of Apprenticeship Training (Months)	Total Numbers
11	CODE/17-18/06/B2	Steward	Passed 10 th class under 10+2 system of education	15	7
			ITI	12	
12	CODE/17-18/06/B3	Library Assistant	B.A/B.Com/B.Sc.	12	5
13	CODE/17-18/06/B4	Horticulture Assistant	10th pass	12	3
14	CODE/17-18/06/B5	House-keeper corporate	10th pass	12	14
15	CODE/17-18/06/B6	Cabin/Room Attendant	10th pass	12	22

B) **Technician Apprentices:** (Appx. 50 numbers)

Sl. No.	Code	Essential qualification	Period of Apprenticeship Training (Months)	Total numbers
1	CODE/17-18/06/C1	Diploma in Civil Engineering	12	10
2	CODE/17-18/06/C2	Diploma in Mechanical Engineering		10
3	CODE/17-18/06/C3	Diploma in Electrical Engineering		5
4	CODE/17-18/06/C4	Diploma in Chemical Engineering		10
5	CODE/17-18/06/C5	Diploma in Architecture		5
6	CODE/17-18/06/C6	Diploma in Electronics & Instrumentation/Instrumentation & Control Engineering		5
7	CODE/17-18/06/C7	Diploma in Computer Engineering/Computer Science/Information Technology		5
Total				50

Note: The above mentioned trades and numbers are indicative and subject to change without prior notice. The decision of the management will be final and no appeal will be entertained.

The Company shall have no obligation to give regular employment to Apprentices. The Apprentices shall have no right to claim regular employment from Company on the basis of this apprenticeship at any point of time. This apprenticeship shall not create any liability on EIL for providing any job to the Apprentice.

- **ELIGIBILITY**

- A) **Age: Candidate should not be less than eighteen years of age as on 28.11.2017**
- B) **Educational Qualification :As per the above table**
- C) **The prescribed qualification shall be from a recognized University/Institute as a regular full time course.**
- D) **Candidates having training or job experience for a period of one year or more shall not be eligible.**
- E) **Candidates should not have undergone Apprenticeship earlier or pursuing Apprentice Training under the Apprentice Act.**

- **CONCESSIONS & RELAXATIONS**

- **Reservation of posts for SC/ST/OBC (non-creamy layer)/PwD candidates will be as per Govt. directives.**

- **STIPEND**

The Trade apprentices are eligible for monthly stipend during their period of engagement which is subject to the periodic revision in minimum wages as applicable to particular location.

Present stipend for apprentices posted for training in Delhi/NCR will be ranging from Rs. 10,000/- 14000/- depending upon qualification and discipline in line with the Apprentices Act., however, the stipend for Apprentices in other locations may vary based on the minimum wages of the location for semi-skilled workers.

Technician Apprentices will be paid a stipend equivalent to Trade Apprentices.

The Apprentice Trainees shall not be entitled to any other benefit / facilities / allowances apart from the consolidated stipend. The trainee is not eligible for any TA-DA/Boarding or Lodging expenses incurred during the period of training. EIL will not provide any assistance towards transportation.

- **PLACE OF TRAINING**

The Apprentices shall be provided training at Head Office at New Delhi / Gurgaon, Regional Offices at Vadodara, Chennai, Kolkata; or Branch Office-Mumbai as per Company's requirement. Tentative location-wise numbers are indicated below which may vary based on the Company's decision.

A) Trade Apprentices:

Sl. No.	Trade	Numbers location wise (Tentative)					
		Delhi	Gurgaon	Chennai	Vadodara	Kolkata	Mumbai
1	Accountant	6	4				
2	HR Assistant*	8	6				
3	Draftsman Civil	5	5	3	2	2	
4	Draftsman Mechanical	5	5	3	2	2	
5	Draftsman Electrical		5				
6	Secretarial Assistant	9	5	1	1	1	1
7	Stenographer	7	6	1			
8	Receptionist	2	2	1	1	1	1
9	Lab assistant		15				
10	Architectural Assistant		10				
11	Steward	3	4				
12	Library Assistant	3	2				
13	Horticulture Assistant		3				
14	House-keeper corporate	5	5	1	1	1	1
15	Cabin/Room Attendant	11	11				
	Total	64	88	10	7	7	3

*Engagement of Apprentices in this trade is subject to approval as optional trade under provisions of Apprentices Act, 1961.

B) Technician Apprentice:

Technician Apprentices will be placed at EIL HO Delhi & Gurugram Offices.

• **MODE OF SELECTION**

- Trade/Discipline wise merit list will be drawn based on the percentage of marks obtained in the qualifying exam
- Highest qualification in a trade/discipline will be given preference
- Candidates, registered with Board of Apprenticeship Training (BOAT), Regional Directorate of Apprentice Training (RDAT), shall be given preference.

Wherever CGPA/CPI or other grades in qualifying examination is awarded, equivalent % of marks should be indicated in the application as per norms adopted by concerned University / Institute. **The candidate shall be required to submit a certificate to this effect from the University/Institute at the time of reporting, in case of selection.**

- **STEPS FOR APPLYING**

STEP 1: Eligible candidates need to apply through on-line registration system on EIL website <http://www.engineersindia.com> . To apply visit the career link on the mentioned website .

STEP 2: Read CAREFULLY all the instructions given on the website.

STEP 3: Fill in the online form with all the relevant correct details.

STEP 4: The candidate before starting online registration should keep the scanned copies of the following documents/ certificates ready for uploading during registration of application:

- a) Passport size colour photograph in .jpg/.jpeg format of not more than 75 KB size
- b) Signature in .jpg/.jpeg format of not more than 25 KB size
- c) Qualifying certificate of not more than 900 KB each in .jpg/.jpeg format
- d) Caste certificate (SC/ST/OBC- Non Creamy Layer) and Disability certificate (PwD), if applicable, of not more than 500 KB each in .jpg/.jpeg format

STEP 5: The candidates are not required to send the print out of the registered application form filled online.

GENERAL INSTRUCTIONS

1. Online submission of application will be permitted on the website between **00:00 hrs on 08.11.2017 till 23:59 hrs on 28.11.2017.**
2. The e-mail address specified in the application should be valid/ functional for at least **24** months from the date of the submission of application.
3. The candidate who is selected as Apprentice must possess an Aadhaar linked Bank Account in his/her own name (preferably a nationalized bank with internet banking/electronic banking facilities and PAN card to received stipend from EIL.

4. Copy of the online application **is not to be sent by post**. Candidates should take print out and retain a copy of online application form(s) for future reference.
5. In case of selection for Apprenticeship in EIL, the candidates shall be required to bring the following original certificates along with attested photocopies as documentary proof at the time of reporting (as applicable):
 - Proof of Age
 - Educational Qualifications (All the Mark sheets & Certificates).
 - Certificate from the University/Institution regarding equivalent % of marks, wherever CGPA/CPI or other grades in qualifying examination is awarded
 - Attested copy of Scheduled Caste/ Scheduled Tribe/ Other Backward Class (OBC)/ Persons with Disability (PwD) certificate, if applicable, in proper format from the competent authority. OBC certificate produced by candidates should clearly indicate that they do not belong to creamy layer.

In the absence of any of the above documents, the candidate will not be considered for training.
6. **Only those who meet the prescribed eligibility criteria need apply**. If at any stage, it is found that the candidate does not meet the prescribed eligibility criteria, he/she will be disqualified. EIL reserves the right to reject any application without assigning any reason.
7. In case it is found at any stage that the candidate is **neither meeting the requirements as laid down in the advertisement nor has given correct information while filling up the on-line application form**, his/her candidature shall be **cancelled**.
8. EIL shall not be responsible for any loss of email/communication letter sent, due to invalid/wrong email id/wrong postal address/postal delays/loss in transit etc. No request in this regard will be entertained.
9. Court of jurisdiction for any dispute will be at Delhi.
10. EIL reserves the right to cancel the advertisement and/or the selection process there under without assigning any reason.
11. Any change in the advertisement shall be reflected on EIL website.
12. Candidates have to apply for any ONE DISCIPLINE ONLY as per their eligibility. If any candidate/applicant submits application for more than one trade/discipline, all their application will be rejected.
13. Candidates possessing higher professional qualifications such as B.E./B.Tech or equivalent, MBA or equivalent or MCA shall not be considered. Suppression of information regarding possession or pursuing higher qualification shall render a candidate ineligible for consideration at any stage of selection & termination at any time during engagement, if engaged.

14. Screening and selection will be based on the details provided in the on-line application form, hence it is necessary that only accurate, full and correct information is furnished by the applicants. Furnishing of wrong/false information will be a disqualification and EIL will **NOT** be responsible for disqualification as a consequence of furnishing of such wrong/false information.
15. **In case of any query (ies), refer the frequently Asked Questions (FAQ) of this advertisement.**
16. **Meeting the minimum eligibility criteria will not entitle any candidate for being selected for Apprenticeship.**
17. **Management may raise the minimum eligibility or any other conditions to restrict the number of candidates to be selected for Apprenticeship.**
18. **The decision of Management will be final and binding on all candidates on all matters related to eligibility, acceptance or rejection of the applications, mode of selection, and cancellation of selection process either in part or full, etc. No correspondence will be entertained in this regard.**
19. **The Company shall have no obligation to give regular employment to Apprentices. The Apprentices shall have no right to claim regular employment from Company on the basis of this apprenticeship at any point of time. This apprenticeship shall not create any liability on EIL for providing any job to the Apprentice.**