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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 (DESIGNATED & OPTIONAL TRADES) / TECHNICIAN APPRENTICES

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

A) **Trade Apprentices (Designated & Optional Trades) :**

Sl.No.	Trade	Essential qualification	Duration of Apprenticeship Training (Months)
1.	Accountant	Graduate (B.com.)	12
2.	HR Assistant	Graduate (B.A./BBA)	12
3.	Draftsman Civil	ITI Civil	12
4.	Draftsman Mechanical	ITI Mechanical	12
5.	Draftsman Electrical	ITI Electrical	12
6.	Secretarial Assistant	12 th	15
		ITI	12
7.	Receptionist	10th class examination under 10+2 system of education	15
		ITI	12
8.	Lab assistant	Passed 10th class examination under 10+2 system of education with physics, chemistry and mathematics or its equivalent	24
		ITI	12
		B.Sc	12
9.	Architectural Assistant	Passed in 10th Class Examination under 10 + 2 system of Education or its equivalent.	24
		ITI	12
10.	Steward	Passed 10 th class under 10+2 system of education	15
		ITI	12
11.	Library Assistant	B.A/B.Com/B.Sc.	12
12.	Horticulture Assistant	10th pass	24
13.	House-keeper corporate	10th pass	12
14.	Cabin/Room Attendant	10th pass	12

B) Technician Apprentices:

Sl. No.	Essential qualification	Duration of Apprenticeship Training (Months)
1	Diploma in Civil Engineering	12
2	Diploma in Mechanical Engineering	
3	Diploma in Electrical Engineering	
4	Diploma in Chemical Engineering	
5	Diploma in Architecture	
6	Diploma in Electronics & Instrumentation/ Instrumentation & Control Engineering	
7	Diploma in Computer Engineering/ Computer Science/ Information Technology	

Note: The above mentioned trades 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 : Candidates should not be less than eighteen years of age and should not be more than 25 years of age as on 30.06.2019.
- b. Candidates should be registered on relevant Government Portals i.e. National Apprenticeship Training Scheme (Board of Apprenticeship Training) for Technician Apprentices and Apprenticeship Training Portal for Trade Apprentices (designated & optional trades) and possess a valid registration number
- c. Educational Qualification : As indicated in Table above
- d. The prescribed qualification shall be from a recognized University/Institute
- e. Candidates who have passed the prescribed qualifying examination in year 2012 & onwards shall only be considered in case of Trade Apprentices. However, for Technician Apprentices it shall be as per Board of Apprenticeship Training guidelines.
- f. Candidates having training or job experience for a period of one year or more shall not be eligible
- g. Candidates should not have undergone Apprenticeship Training earlier or pursuing Apprentice Training under the Apprentices Act.

- **CONCESSIONS & RELAXATIONS**

Reservation of posts for SC/ST/OBC (non-creamy layer)/PwD/EWS 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 trade apprentices Delhi/NCR will be ranging from Rs. 10,000/- to 14000/- per month depending upon qualification and discipline in line with the Apprentices Act.

Technician Apprentices will be paid 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 as per Company's requirement.

- **MODE OF SELECTION**

- Trade/Discipline wise merit list will be drawn based on the percentage of marks obtained in the qualifying exam
- Candidates shall be called for verification of documents. The date and venue for verification of documents shall be informed separately.

- **STEPS FOR APPLYING**

STEP 1: Eligible candidates need to take print of the application form available on EIL website <http://www.engineersindia.com> .

STEP 2: Read CAREFULLY all the instructions given in the advertisement.

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

STEP 4: The candidates are required to send the scanned copy of the filled-in application form at talent@eil.co.in & rectt@eil.co.in with subject "Apprentice Trainee" by 11.07.2019 positively.

STEP 5 : 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.

STEP 6: The candidates are required to bring copy of all documents alongwith the originals and application form at the time of verification which shall be notified at a later date.

• **GENERAL INSTRUCTIONS**

1. Application form and detailed advertisement will be available on the website between **00:00 hrs on 27.06.2019 till 23:59 hrs on 11.07.2019.**
2. Eligible candidates are required to send their filled-in application form (as per format) at the talent@eil.co.in & rectt@eil.co.in with subject "Apprentice Trainee" by 11.07.2019 positively. Forms received after 11.07.2019 shall not be considered.
3. Incomplete forms shall not be considered.
4. 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.
5. 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.
6. Copy of the form **is not to be sent by post.** Candidates should take print out, fill in the form and retain a copy of application form for future reference.
7. If shortlisted, the candidates shall be required to bring the following original certificates along with attested photocopies as documentary proof at the time of verification (as applicable):
 - Proof of Age
 - Proof of Registration number on Govt Portal
 - 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)/EWS (Economically Weaker Section) 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.

8. **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.
9. 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.**

10. 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.
11. Court of jurisdiction for any dispute will be at Delhi.
12. EIL reserves the right to cancel the advertisement and/or the process there under without assigning any reason.
13. Any change in the advertisement shall be reflected on EIL website.
14. 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 applications will be rejected.
15. 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.
16. Screening and selection will be based on the details provided in 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.
17. In case of any query (ies), refer the frequently Asked Questions (FAQ) of this advertisement.
18. Meeting the minimum eligibility criteria will not entitle any candidate for being selected for Apprenticeship.
19. Management may raise the minimum eligibility or any other conditions to restrict the number of candidates to be selected for Apprenticeship.
20. 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.
21. 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.
22. The above mentioned trades are indicative and subject to change without prior notice. Candidates shall be engaged in respective trade(s) in line with the requirement.