



एनएचपीसी लिमिटेड  
एनएचपीसी ऑफिस कॉम्प्लेक्स, सेक्टर-33,  
फरीदाबाद (हरियाणा) – 121003  
NHPC Limited,  
NHPC Office Complex, Sector-33,  
Faridabad (Haryana)-121003

No.NH/CO/Rectt./02/2023/3232

Dated: 11/09/2023

## **NOTIFICATION FOR ENGAGEMENT OF APPRENTICESHIP TRAINEES IN ITI TRADES**

NHPC Limited, is a Mini Ratna Category-I Public Sector Undertaking under the Ministry of Power, Govt. Of India, Company's Corporate Office, Faridabad invites applications from eligible candidate for 01 year Apprenticeship Training in different ITI Trades of Draughtsman (Civil) & Draughtsman (Mechanical), Computer Operator and Programming Assistant (COPA), Secretarial Assistant and Stenographer (Hindi). Accordingly vacancies have been created in the website [www.apprenticeshipindia.org](http://www.apprenticeshipindia.org) as below:

S.N o.	TRADE / DISCIPLINE	NO. OF SEATS	EDUCATIONAL QUALIFICATION	TRAINING DURATION
1.	Draughtsman(Civil)	04	10 <sup>TH</sup> + ITI Passed (Result awaited candidates should not apply) (Passed out ITI during 2019, 2020, 2021 ,2022 &2023 shall only apply.)	01 YEAR
2.	Draughtsman(Mech.)	01		
3.	Computer Operating & Programming Assistant	25		
4.	Secretarial Assistant	13		
5.	Stenographer(Hindi)	8		
	<b>TOTAL</b>	<b>51</b>		

- Stipend:** The stipend will be paid as per Apprenticeship Act, 1961.
- Age:** The age of the candidate should be between 18 to 25 years as on the day of application i.e. on 04.10.2023. A relaxation in upper age is admissible as per the Govt of India guidelines for SC/ST/OBC/PH.
- Reservation:**  
Guidelines under Apprenticeship Act on Reservation for SC/ ST/OBC/PwBD will be followed. Applicants who are claiming reservation under above categories shall provide certificate as per Government standard format issued by the Competent Authority, failing which their claim for reservation will be considered as 'General' category only.
- Minimum Physical Standards:** As prescribed in clause 4 of the Apprenticeship Rules 1992 and amendments thereof if any.
- Duration of Training:** The duration of the training will be one year and contract would be terminated automatically after completion of the apprenticeship training period. Shortlisted candidates have to furnish undertaking that after completion of training they cannot demand employment.

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6. The above mentioned vacancies may increase or decrease as per the requirement.
7. **How to apply :**
  - (i) The candidate must go through the Terms & conditions as mentioned in this Notification.
  - (ii) Candidates should ensure availability of self-mobile number and Email-ID before applying in the Govt. designated website [www.apprenticeshipindia.org](http://www.apprenticeshipindia.org). Interested candidates should first REGISTER in the apprentice website and then apply against the relevant vacancies created by this office (Establishment ID: E11220600084). Candidates may refer the Help Manual available in the Website.
  - (iii) Candidates are required to send the soft copy of application along with self-attested copy of relevant documents to email id – [recttcell2010@nhpc.nic.in](mailto:recttcell2010@nhpc.nic.in)
8. **Selection Process:** Selection of Apprentice Trainees shall be on the basis of Marks secured in ITI. If two or more candidates secure equal marks while preparing merit list, then the candidate of higher age will be considered. List of selected trainees shall be published in career section of [nhpcindia.com](http://nhpcindia.com) website. Contract will, however, be generated in respect of the selected candidates on the website [www.apprenticeshipindia.org](http://www.apprenticeshipindia.org) against the applications of the candidates. The information about issue of contract shall automatically be sent to their registered Email-ID. Candidates will be required to ACCEPT the offer in their e-mail as well as SIGN the contract on the website [www.apprenticeshipindia.org](http://www.apprenticeshipindia.org).
9. Candidates, who have already undergone Apprenticeship Training, should not apply.
10. **Employment in NHPC:** The training duration shall be of one year. The Apprentice Trainees shall have no claim, whatsoever, as to any extension of training and / or employment in NHPC.
11. No boarding/lodging & transportation shall be provided to any candidate by NHPC Limited.
12. Apprentice selection and Training shall be governed by detailed provisions of Apprenticeship Act, 1961.
13. In case of any ambiguity / dispute, arising on account of interpretation in version other than English, English version will prevail.

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#### 14. Important Dates:

Sl.No.	Activity	Date
1	Online Application starting date on Apprenticeship portal ( <a href="http://www.apprenticeshipindia.org">www.apprenticeshipindia.org</a> )	11.09.2023 (Monday)
2	Last date enrolling on Apprenticeship portal ( <a href="http://www.apprenticeshipindia.org">www.apprenticeshipindia.org</a> )	04.10.2023 (Wednesday)

15. In case any information / claim made by the applicant in his/her application is found to be false, the candidature of such applicant shall be cancelled and action as per rule will be taken. Candidates are also required to submit Medical Fitness certificate issued by Registered Medical Officer.
16. For any query / clarification, please contact through email on [recttcell2010@nhpc.nic.in](mailto:recttcell2010@nhpc.nic.in)

Note: - Candidates should clearly note that NHPC Limited will in no case be responsible for rejection of application on account of application being incomplete or any delay in receipt thereof on any account whatsoever. The candidate will solely be responsible for this.

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FOR and on behalf of NHPC Limited  
NHPC Office Complex, Sector-33,  
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## Application form for Apprenticeship Training

**Name of Trade for Apprenticeship Training:** \_\_\_\_\_

Full Name : \_\_\_\_\_

Mobile Number : \_\_\_\_\_

Email id : \_\_\_\_\_

NAPS Registration No. : \_\_\_\_\_

Father's Name : \_\_\_\_\_

Mother's Name : \_\_\_\_\_

Gender : \_\_\_\_\_

Date of Birth : \_\_\_\_\_

Marital Status : \_\_\_\_\_

Nationality : \_\_\_\_\_

Religion : \_\_\_\_\_

Category : \_\_\_\_\_

AADHAR NO : \_\_\_\_\_

PAN NO : \_\_\_\_\_

Domicile : \_\_\_\_\_

Languages Known : \_\_\_\_\_

Educational Qualification :

Affix Passport  
size  
photograph

Name of Qualifying Exam	Discipline/Trade	Duration of Course	Year of Passing <sup>(with month)</sup>	Percentage of Marks (Aggregate)	Name of Institution
Xth					
ITI					
(Any other qualification)					



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Experience (if any) : \_\_\_\_\_

Permanent Address : \_\_\_\_\_

Communication Address : \_\_\_\_\_

Are you a physically disable or handicap? (YES /NO) %age of Disability:.....

- Have you undergone apprenticeship training earlier or pursuing Apprenticeship training as per the Apprenticeship Act, 1961? (YES /NO)
- I declare that the particulars in this application and its enclosures are true in every respect.
- I certify that I am meeting all the eligibility criteria under Apprenticeship Act, 1961. Details furnished by me are accurate to my knowledge. In case it is found /known, at any stage of selection or thereafter, that I do not fulfil the eligibility norms and /or that I have furnished any incorrect /false information / certificate/documents or has suppressed any fact(s), my candidature will stand cancelled.

Place :

Date :

\_\_\_\_\_  
Signature

Enclosure:

1. 10th Mark Sheet and certificate
2. ITI mark sheet and certificate
3. Aadhaar Card
4. PAN Card
5. Caste Certificate/ Disability Certificate (If applicable)