



HINDUSTAN AERONAUTICS LIMITED AVIONICS DIVISION, HYDERABAD

Hindustan Aeronautics Limited (HAL), a Navaratna PSU under Ministry of Defence, invites applications from Ex-ITI (NCVT) Candidates for Trade Apprenticeship training through web portal www.apprenticeship.gov.in for the following trades under The Apprenticeship Act 1961 at Avionics Division, Hyderabad for the year 2016-17.

Sl No	Designated Trade	Period of Engagement	No of Seats	Qualification Prescribed
1	Electronic Mechanic	One year	87	Passed ITI in the trade of Electronic Mechanic
2	Fitter	One year	62	Passed ITI in the trade of Fitter
3	COPA/PASSA	One year	49	Passed ITI in the trade of PASSA/COPA
4	Electrician	One year	14	Passed ITI in the trade of Electrician
5	Machinist	One year	7	Passed ITI in the trade of Machinist
6	Turner	One year	7	Passed ITI in the trade of Turner
7	Painter	One year	6	Passed ITI in the trade of Painter
8	R & AC	One year	6	Passed ITI in the trade of R&AC
9	Draughtsman (Mechanical)	One year	4	Passed ITI in the trade of Draughtsman (Mechanical)
10	Welder	One year	3	Passed ITI in the trade of Welder
11	Mechanic (Motor Vehicle)	One year	2	Passed ITI in the trade of Mechanic (Motor Vehicle)
12	Plumber	Two Years	8	Passed ITI in the trade of Plumber
13	Carpenter	Two years	6	Passed ITI in the trade of Carpenter
14	Diesel Mechanic	Two years	3	Passed ITI in the trade of Diesel Mechanic
TOTAL			264	

Stipend

Trades	Duration	Stipend
Electronic Mechanic, Fitter, COPA/PASSA, Electrician, Machinist, Turner, Painter, R&AC, Draughtsman (Mechanical), Welder and Mechanic (Motor Vehicle)	One Year	Rs 7618.5/- per month
Plumber, Carpenter, Diesel Mechanic	Two Years	Rs 6772/- per month for 1 st year & Rs 7618.5/- per month for 2 nd year

Reservations

The reservation for engagement of Apprentices will be admissible as per The Apprenticeship Act 1961.

Category	Reservation Quota
SC	1:16
ST	1:32
OBC	27:100
PH	3:100
XSM*	3:100

*XSM –Ex-Servicemen, their children and children of Armed Forces personnel

Mode and Criteria for Engagement of Apprentices

The application details will be collected from the web portal www.apprenticeship.gov.in till 13April 2016. The process of selection for engagement of apprentices is based on merit, taking into consideration the marks scored in the following examinations, category-wise with weightage of marks as under

SSC/X th Standard	:	70%
ITI	:	30%

GENERAL INSTRUCTIONS TO CANDIDATES

1. Engagement of Ex-ITI Candidates for Trade Apprenticeship Training will be done through web portal www.apprenticeship.gov.in only. Applications will not be accepted through any other mode. HAL reserves right to alter the allocation of quota for trades any time during the process of engagement.
2. Candidates have to register themselves at www.apprenticeship.gov.in. Candidates have to enter their NAME as in SSC Certificate.
3. It is mandatory to upload SSC Marks Certificate, ITI Marks certificate and Photograph in the portal. Applications without these will be summarily rejected. However, the company shall not be responsible for any application being rejected or candidate not shortlisted due to improper attachments and incorrect data.
4. Candidates should enter a valid email id and contact mobile number in the web portal.
5. **Candidates who have passed Apprenticeship under Centre of Excellence (COE) scheme need not apply.**
6. Web portal is being operated by DGET, Government of India. For enquiries regarding the issues related with web portal, the candidates are requested to contact help line numbers mentioned in the web portal. Correspondence with respect to functionality of portal will not be entertained by HAL.
7. Merit list of the selected candidates will be hosted online in the website of the company www.hal-india.com. Candidates are requested to visit the website for the same.
8. No TA/DA will be paid for attending document verification process. Candidates will have to make their own arrangement for stay, if required, during verification process.
9. The selected candidates should be in a position to join the establishment on the prescribed date of joining. If the candidate does not report latest by scheduled date, it is assumed that he/she is not interested in the apprenticeship and his/her candidature will be forfeited.

10. a) Ex-ITI (NCVT) candidates applying under XSM quota are required to submit the documents in proof of their claim along with attached proforma by post, which should reach at the following address on or before **23.04.2016**

b) Wards of serving/retired/deceased employees of HAL are required to submit the details of application along with the details of the employee in the attached proforma by post, which should reach at the following address on or before **23.04.2016**

Manager (Training)
Department of Training and Development,
HAL Avionics Division,
Balanagar,
Hyderabad – 500042

The scanned copies of above proforma and documents, as required, may also be sent through email cmtrg.hyd@hal-india.com on or before **23.04.2016**.

Applications received **after 23.04.2016** will **not** be considered.

11) Canvassing in any form will be treated as disqualification.

12) The tentative schedule of engagement process is given below. The company reserves its right to change the date/schedule of hosting of merit list. For latest update on the merit list, please visit www.hal-india.com regularly.

IMPORTANT DATES (TENTATIVE)

Last date for applying to HAL Hyderabad for ITI Apprenticeship Training at web portal www.apprenticeship.gov.in	13 April 2016 (Wednesday)
Hosting of Merit List	16 May 2016 (Monday)
Document Verification & Joining	21-23 June 2016 (Tuesday – Thursday)

Chief Manager (Training)
Avionics Division, HAL Hyderabad.

Proforma for wards of serving/retired/deceased employees of HAL

To,

Manager (Training)
Department of Training and Development,
HAL Avionics Division,
Balanagar,
Hyderabad – 500042

Sir,

I, _____, the undersigned am Son/Daughter of Shri/Smt _____ who is/was a permanent employee of HAL-_____ Division.

My application registration details are as follows;

Apprentice Registration No.	
Applied for Apprenticeship through web portal on date	

The employment details of my father/mother in HAL are as follows

Name			
Staff No/ PB No/ EID			
Category of Employee (Please tick one of the options)	Serving	Retired	Deceased

Declaration

The above information, furnished by me, is true to the best of my knowledge and belief.

Signature of the candidate

Certification by HR

The information provided by candidate is verified and found to be correct as per his/her personal records.

Signature of the HR Officer

To,
HR Head,
HAL _____ Division,
_____.

Sir/Madam,

Sub: Verification of credentials

My son/daughter _____ has applied for ITI Apprenticeship training against the notification of HAL Hyderabad for the year 2016-17. It is requested to certify the particulars of my ward as per my personal records and employment particulars in the enclosed proforma.

Thanking you,

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Name :

EID No :

Date :

Place :

Enclosure: Proforma for wards of serving/retired/deceased employees of HAL

Proforma for Children of Ex-Servicemen and Armed Forces personnel

To,

Manager (Training)
Department of Training and Development,
HAL Avionics Division,
Balanagar,
Hyderabad – 500042

Sir,

I, _____, the undersigned am Son/Daughter of _____ Shri/Smt _____ who has served/is serving in the Armed Forces. My application registration details are as follows;

Apprentice Registration No.	
Applied for Apprenticeship through web portal on date	

The employment details of my father/mother in the Armed Forces are as follows

Name			
Staff No/ PB No/ EID			
Designation			
Category (Please tick one of the options)	Serving	Retired	Deceased

Declaration

The above information, furnished by me, is true to the best of my knowledge and belief.

Signature of the candidate

Enclosures

The following documents are enclosed in proof of the service details of my father/mother

- 1)
- 2)

Proforma for Ex-Servicemen

To,

Manager (Training)
Department of Training and Development,
HAL Avionics Division,
Balanagar,
Hyderabad – 500042

Sir,

I, _____, the undersigned, have served in the Armed Forces. The details of my application registration and employment status are as follows;

Apprentice Registration No.	
Applied for Apprenticeship through web portal on date	
Staff No/ PB No/ EID	
Designation in Armed Forces at the time of retirement	
Total No of years served in Armed Forces	

Declaration

The above information, furnished by me, is true to the best of my knowledge and belief.

Signature of the candidate

Enclosures

The following documents are enclosed in proof of my service in Armed Forces.

- 1)
- 2)