

Defence Scientific Information & Documentation Centre
Metcalfe House, Delhi-110054
Application for Engagement of Apprentices (under Apprentice Act 1961) for one year

Defence Scientific Information & Documentation Centre (DESIDOC) under the aegis of Defence Research & Development Organisation (DRDO), Ministry of Defence is in process of recruitment of apprentices for one year training for the Fin Year-2023-2024.

Applications are invited from eligible candidates in the following subject disciplines.

S. No	Subject	Essential Qualification	Stipend Rate Rs. (Per month)
1	Library & Information Science No. of Vacancies-21	1. Degree in Library & Information Science from recognized University/Institute	9000/-
		2. Diploma in Library Science (Two Years) from recognized University/Institute	8000/-

1. Candidates are required to download the application form and after filling the application form along with required documents (in pdf format) send via email/by post to the following address.

Email address:- hrd.desidoc@gov.in

Postal address:-

Government of India, Ministry of Defence

The Director

DESIDOC,

Metcalfe house, Civil Line

Delhi-110054

2. The candidates claiming reservation under SC/ST/OBC category certificate has to be submitting as per central government format, failing which their claim for reservation will be considered as 'General' category only.
3. **Last date to submit online applications: 21 days from the date of advertisement in Employment News.**
4. **Selection Procedure and Criteria:** Candidates will be selected on interview basis after shortlisted on the merit basis (**percentage/marks of essential qualification**).
5. Board constituted by the Director DESIDOC for the Scrutiny of the applications, and shortlist the candidates (as per the vacancies indicated above) as per selection criteria.
6. **Only Selected candidates will be informed through offer letter/ Email.**
7. **Enrollment under Apprentice Act 1961:** It is **mandatory** for candidates to enroll themselves on National Apprenticeship Training Scheme (NATS) portal (<http://portal.mhrdnats.gov.in>) before applying for apprenticeship training.
8. Candidates who have already undergone apprenticeship training in any institute/organisation are not eligible. The candidates who have passed out in **2021 and 2022 are eligible**. A certificate in this regard may be furnished.
9. It may be explicitly understood that subsequent to the training period, **DRDO shall not offer any employment in the organisation.**
10. No TA/DA will be paid to the applicants called at any stage of the selection process.

Note: Detailed Advertisement will be available on DRDO website (www.drdo.gov.in)
For any queries, applicants may contact on 011-23902523 or 011-23902343.

(Ajay Kumar)
Head, HRD
For Director

Terms & Conditions for selection of Apprentices:-

1. Candidates must have register their names at www.mhrdnats.gov.in; non-registered candidates are likely to be rejected.
2. Only fresh pass-out candidates (who have passed their respective courses in 2021& 2022) can apply. Candidates who have passed the qualifying examination earlier than 2021 are not eligible. Candidates with post graduate qualifications are not eligible to apply.
3. Only those candidates who have completed the qualifying examination as regular candidates are only eligible to apply.
4. Graduate/Diploma holders, who had training or job experience for a period of one year or more after attaining the essential qualification, are NOT eligible for being engaged as an apprentice under the Act.
5. The period of training will be 12 months commencing from execution of the contract of Apprenticeship.
6. Reservation will be applied as per the provisions of the Apprenticeship Act, 1961 as amended in 1961, 1973 & 2014 and Apprenticeship Rules 1992 as amended from time to time. Applications belonging to SC (Scheduled Caste/ST (Scheduled Tribe)/OBC (Other Backward Classes) – Non Creamy layer, Economically weaker section (EWS) and Person with Disability (PWD) shall produce their caste/relevant certificates in prescribed format issued by the competent authority.
7. Selected candidates have to submit the ‘Medical Fitness Certificate’ at the time of joining.
8. The selected candidates must execute a contract for a period of one year of training as per provision of the Apprenticeship Act, 1961 and rules framed there under.
9. Before applying, the candidates should ensure that he/she fulfils the eligibility criteria and other norms mentioned in the advertisement.
10. **It shall not be obligatory on the part of Defence Scientific Information & Documentation Centre (DESIDOC), Delhi.** Where training shall be imparted, to offer any employment to any apprentice after completion of period of his/her apprentices training.
11. Suppression of facts will lead to disqualification at any stage of the selection process.
12. Director DESIDOC reserves the right to increase/decrease the number of seats for apprenticeship training.
13. Canvassing or personal follow up with an intention for influencing the process of selection of apprentice by and on behalf of any candidates shall lead to immediate cancellation of candidates.
14. Director DESIDOC reserves the right to withdraw/cancel the advertisement/selection process if circumstances so warrant without assigning any reason thereof.
15. In case of any dispute, the legal jurisdiction shall be that of the Hon’ble High Court of Delhi
16. The apprentices will not be provided any quarters/hostel accommodations/transport by this establishment during the training period.
17. No TA/DA will be paid for joining, if selected.

Note: For any queries, applicants may write at hrd.desidoc@gov.in

**Head-HRD
For Director DESIDOC**

**Affix recent
Passport size
colored
Photograph
Self Attested**

APPLICATION FORM FOR APPRENTICESHIP

1. National Apprenticeship Training Scheme (NATS) Enrollment No.....
(<http://portal.mhrdnats.gov.in>)
2. Name of the Candidate (capital letter):
(As recorded in X Class)
3. Father's/Husband's Name:
4. Date of Birth (as recorded in class X Certificate):
5. Address for Correspondence (Capital letter):
.....
.....
6. E-Mail
7. Mobile No.....
8. Permanent Address (Capital letter):
.....
.....
9. Nationality:
10. Gender (Male/Female):
11. Category (General/SC/ST/OBC):

12. Educational Qualification (Attach self attested copy as proof)

Examination Passed/ Appearing	Main Subjects	University / Board	Year of Passing	Duration of Course	Percentage of Marks Secured	Division
X						
XII						
Degree in Library Information Science						
Diploma in Library Information Science						

13. Declaration:

I _____ Son/Daughter/Wife of
_____ hereby declare that all the statements made in this
application are true, and correct to the best of my knowledge & belief.

Date:

Signature of the candidate.....