

MINISTRY OF DEFENCE (NAVY)
ENROLLMENT OF DESIGNATED TRADE APPRENTICES (2022- 23 BATCH)
AS PER APPRENTICES ACT 1961 AND APPRENTICES (AMENDMENT) ACT 2014
NAVAL DOCKYARD APPRENTICES SCHOOL, VISAKHAPATNAM - 530 014 (AP)

1. Applications are invited from ITI qualified **INDIAN** National candidates for Apprenticeship Training in the following designated trades for a period of One Year at the Naval Dockyard Apprentices School, Visakhapatnam, [DAS (Vzg)] for the Training Year 2022-23 batch in accordance with Apprentices Act 1961, Apprentices (amendment) Act 2014 and Apprentices (amendment) Rules 2019:-

Sl.	Apprenticeship Designated Trades	Relevant ITI Trades	Total Posts	Vacancies						
				UR	EWS	OBC	SC	ST	PWD	EX-Ser
(a)	Electrician	Electrician	22	9	2	6	3	2	Horizontal reservation Subjected to availability of candidates in various trades.	Horizontal reservation Subjected to availability of candidates in various trades.
(b)	Electronics Mechanic	Electronics Mechanic & Mechanic (Radio & T.V.)	36	15	4	10	5	2		
(c)	Fitter	Fitter	35	15	4	9	5	2		
(d)	Instrument Mechanic	Instrument Mechanic	15	6	2	4	2	1		
(e)	Machinist	Machinist	12	5	1	3	2	1		
(f)	Painter (General)	Painter (General)	10	4	1	3	1	1		
(g)	R & A/C Mechanic	R & A/C Mechanic	19	8	2	5	3	1		
(h)	Welder (Gas & Electric)	Welder (Gas & Electric)	16	7	2	4	2	1		
(j)	Carpenter	Carpenter	27	11	3	7	4	2		
(k)	Foundryman	Foundryman	7	3	1	2	1	0		
(l)	Mechanic (Diesel)	Mechanic (Diesel)	20	8	2	6	3	1		
(m)	Sheet Metal Worker	Sheet Metal Worker	34	15	3	9	5	2		
(n)	Pipe Fitter	Plumber	22	9	2	6	3	2		
Total Vacancies			275	115	29	74	39	18		

[UR - Unreserved, EWS – Economically Weaker Section, OBC - Other Backward Cast, SC - Scheduled Cast, ST - Scheduled Tribe, PWD - Person With Disability, EX Ser - Children of Armed Forces Personnel / Ex-serviceman]

Note:-

(a). In case less than five valid applications are received for a certain trade, the vacancies of that trade will be cancelled and distributed to other trades.

(b). In case any vacancy earmarked for any reservation category cannot be filled up in a recruitment year due to non-availability of suitable candidates in the relevant category of reservation, such vacancies for that particular recruitment year shall not be carried forward to the next recruitment year as backlog.

(c). Apprenticeship training is one time opportunity to the candidates. If any candidate previously completed apprenticeship training in the same / different establishment, as per the apprenticeship Act 1961 individual is not eligible for apprenticeship training for second time.

2. **Procedure for Applying for Apprenticeship.** The following procedure is to be followed for applying for Apprenticeship Training at www.apprenticeshipindia.org web portal under NAPS scheme :-

(a) **Before starting the process of Profile registration, candidate must ensure that individual name and date of birth in Aadhar card and SSC Certificate must be same. If the details in Aadhar Card are not matching with SSC Certificate change the details in Aadhar card accordingly.**

(b) Log on to www.apprenticeshipindia.org. Web portal. Then Home page of the web site would open.

(c) Click on **Register** module in the home page. Then Drop down menu with various options will appear. Click on **Candidate** in the drop down menu.

(d) A page titled Candidate Registration would open. The candidate is required to fill-up his personal details, contact details, in the form and then submit the application by clicking the submit option.

(e) Post submission of application a system generated auto mail would be sent to the e-mail ID for profile activation. Candidates have to activate their profile.

(f) Go back to Home page of www.apprenticeshipindia.org. Click on **login** in the home page. To open profile, candidates have to enter his registered g-mail ID and password.

(g) Post login candidates have to enter or edit their personal details, enter educational details, trade preference and validate Aadhar number.

(h) Post completion of registration Process, open candidate **profile**, Download and take a print out from the web portal for forwarding the same to DAS (Vzg).

(j) Take the printout of Hall ticket format placed at part - II of **Annexure - I** of this Advertisement.

(k) Two original hall tickets with two recent passport colour photographs pasted at earmarked box are required to be enclosed along with Apprentice Profile.

(l) Apprentice Profile, two original hall tickets and all relevant documents along with check-off list placed at **Part - III of Annexure - I** of this Advertisement indicating status of enclosed documents are required to be forwarded to **“The Officer-in-Charge (for Apprenticeship), Naval Dockyard Apprentices School, VM Naval Base S.O., P.O., Visakhapatnam - 530 014, Andhra Pradesh” by Post so as to reach at DAS(V) by 14 Dec 2021**. This would be considered as the off-line application for the purpose of enrollment.

(m) Both on-line (profile registration at web portal) and off-line (hard copy of application by post) are mandatory for considering candidature of an applicant for further scrutiny and issue of hall ticket for written examination. Non-receipt of both (On-line/Off-line) applications would disqualify the candidature of applicant automatically.

3. Last date to apply on-line is **05 Dec 2021**.

4. Receipt of “Off-line application” along with relevant documents as per **Annexure - I** by Post to DAS (V) by **14 Dec 2021**. Applications received after **14 Dec 2021** will not be accepted for any reason.

5. **Eligibility for Applying**

(a) **Qualification.**

Qualification	Minimum Percentage	Remarks
SSC / Matric / Std X	50% (aggregate)	Note:- Minimum pass percentage criteria is not applicable for the candidates relived during covid-19 pandemic (i.e. the candidates who are not having percentage in their certificate).
ITI (NCVT/SCVT)	65% (aggregate)	

(b) **Age.** The age criterion for various categories as on **01 Apr 2022** are as follows:-

Candidates belong to	Born between (both dates are inclusive)
General / OBC	01 Apr 2001 to 01 Apr 2008
SC / ST	01 Apr 1996 to 01 Apr 2008
Son / Daughter of Naval Civilian / Defence Employee	* Additional age relaxation of two years subjected to approval of IHQ / MoD (Navy)

(c) * **Age Relaxation Important Notice.** To avail additional two years age relaxation for son / daughter of Naval Civilian / Defence Employee, the name of the candidate has to be forwarded by the employee to IHQ (MoD) (Navy), New Delhi through respective HQs/ CCPO for approval. Candidates approved by IHQ (MoD) (Navy) only will be allowed for the written examination.

6. **Reservation**

(a) **SC/ST/OBC Categories.** Vacancies for SC/ST/OBC candidates are reserved in accordance with Section 3A and 3B of Apprentices Act 1961 read in conjunction with Rule 5 of Apprenticeship Rules 2015. (Latest certificate should be issued by competent authority as per format enumerated in Govt. orders from time to time)

(b) **Economically Weaker Section (EWS).** The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by a Competent Authority. The format of Income and Asset Certificate is placed at **Annexure - II.**

(c) **Physically Handicapped.** Vacancies for PHC candidates are reserved in accordance with Apprentices Act 1961 read in conjunction with Apprenticeship Rules 2015. In order to availed PWD Reservation the percentage of disability should not be less than 40% and the relevant latest valid certificate issued by medical board by any Govt. Hospital to be submitted at the time of interview.

(d) **Children of Armed Forces Personnel / Ex-serviceman.** Vacancies for children of armed forces and ex-servicemen are reserved in accordance with Apprentices Act 1961.

(e) **Physical Standards.** Height minimum - 137 cm, Weight minimum - 25.4 Kg., other standards as per Apprentices Act 1961.

(f) **Nationality.** Indian

7. **Stipend.** Admissibility of stipend is based on the GoI Gazette Notification No. 561 dated 25 Sep 2019.

8. **Selection Process.** A call letter for written examination will be issued to all candidates fulfilling the eligibility criteria. Written examination would be objective type consist of 50 questions (Mathematics 20, General Science 20, General Knowledge 10), with each question carrying one and half (1½) marks. Candidates in the order of merit of written examination would be called for interview in various reservation categories and trades. Interview is based on the technical skills of the Candidates in respective trade. Candidates finally selected in interview will have to undergo medical examination. **The proposed schedule of written examination and interview schedule is as follows: -**

(a) **Written examination for all trades at DAS(Vzg) - 27 Jan 2022 AM**

(b) **Declaration of written exam results at DAS(Vzg) - 29 Jan 2022 PM**

(c) **Schedule for Date of Interview and Medical Exams are as follows :-**

Sl.	Designated Trade	Date of Interview	Date of Medical Exam
(i)	Electrician	31 Jan 22	07 - 15 Feb 22
	Electronics Mechanic		
	Instrument Mechanic		
(ii)	Painter (General)	01 Feb 22	
	Welder (Gas & Electric)		
	Carpenter		
	Sheet Metal Worker		
(iii)	Fitter	02 Feb 22	
	R & AC Mechanic		
	Mechanic (Diesel)		
(iv)	Machinist	03 Feb 22	
	Foundryman		
	Pipe Fitter		

Note:- **The schedule of written examination and interview may change due to administrative issues.**

9. **Commencement of Training.** 01 Apr 2022.

10. **Hostel.** Hostel accommodation will not be provided and all candidates will have to make their own arrangements towards lodging and boarding.

11. **Employment.** As per Apprentices Act 1961 read in conjunction with Apprentices (Amendment) Act 2014 and Apprenticeship (amendment) Rules-2015, **it shall not be obligatory for Naval Dockyard, Visakhapatnam to employ Apprentices on completion of training.** There are no provisions for providing direct employment in **Naval Dockyard** on completion of apprenticeship training.

12. **Address Proof and Police verification certificate.**

(a) **Forwarding of Residence Proof with Application.** Candidates are compulsorily required to attach attested copy of Residence Proof along with application and other certificates as indicated in notification. The applications

received without residence proof would not be considered. All correspondence with respect to the candidate would be addressed only on the address mentioned in the residence address proof. Any one of the following documents having residence address would qualify as residence proof:-

(i) Voter ID (ii) Ration Card (iii) **Aadhar Card** (iv) Passport

(b) **Police Verification Certificate During Interview.** Candidates would be required to produce police verification certificate along with other certificates during the interview.

13. **Note**

(a) Management reserves the right to reject any application due to technical reasons / incomplete data.

(b) In-complete Application (offline) not complying with the "check-off" list (placed at Part - III of Annexure-I of Advertisement) will be rejected. **Photographs on Hall Tickets and Self attestation on other certificates are mandatory.**

(c) Candidates not meeting physical standards need not apply.

(d) No travelling allowance will be paid for written examination. Only those candidates called for interview as per mentioned dates will be paid travelling allowance on production of railway / bus ticket.

14. **Important Notice**

(a) Candidates are informed that no money is required to be paid to anyone who-so-ever for this enrollment.

(b) All are advised not to fall prey to any touts / so called agents in any way for this enrollment.

(c) Complaints regarding any touts / agent / anybody demanding money for the enrollment can be intimated to The Officer-in-Charge, Naval Dockyard Apprentices School by e-mail along with relevant proof. Full confidentiality of the candidate and case will be maintained. **No anonymous complaints will be entertained.**

(d) Any canvassing directly / indirectly by the applicant will disqualify his / her candidature.

(e) Incomplete applications will not be registered.

(f) No cell phones permitted at the venue of exam.

(g) **For any clarifications, candidate may contact on**

Phone No : 0891-281 2041

E-Mail us on: ndvdas@gmail.com

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OFF-LINE APPLICATION**PART - I****APPRENTICE PROFILE**

Print out of "Apprentice Profile" from web portal

PART - II**HALL TICKET FORMAT**

(Two original copies to be submitted along with application)

ENTRANCE EXAMINATION FOR APPRENTICESHIP : 2022 - 23 BATCH
NAVAL DOCKYARD APPRENTICES SCHOOL, NAVAL DOCKYARD, VISAKHAPATNAM - 530014 (A.P)

(To be filled by the office)

Hall Ticket No.	<u>Date of Examination</u> : 27 Jan 2022 (Thursday)
	<u>Reporting Time</u> : 0800 Hrs
Examination Centre	<u>NAVAL DOCKYARD APPRENTICES SCHOOL, VISAKHAPATNAM</u>

(To be filled by the Candidate in his own handwriting in **CAPITAL LETTERS** only)

1. Designated Trade applied :
2. Name of the Candidate :
(as per SSC/Matric Certificate)
3. Date of Birth (dd-mm-yyyy) :
(as per SSC/Matric Certificate)
4. Personal Details :
(All columns to be filled)

Affix latest
photograph not
older than one
month, indicating
date of
photograph duly
self attested

Fathers / Guardian Name	:	
Postal Address		
PIN		
Email ID		
Aadhar Card No. (UID No.)		
Mobile No.		
Identification Marks	1.	
	2.	
Signature of Candidate		Left hand thumb impression

PART - III

**CHECK OFF LIST OF DOCUMENTS TO BE FILLED ENCLOSED ALONGWITH OFF-LINE APPLICATION
(TO BE FILLED BY APPLICANT)**

(Tick mark ✓ as necessary)

(Self Attested photocopies of documents acceptable)

Enclosure No.	Enclosure	Remarks <u>Tick mark ✓</u> <u>If Document</u> <u>is Enclosed</u>
1	Part - III : Printout of " <u>CHECK OFF LIST</u> "	
2	Part - I : Printout of " Apprentice Profile " form (post registration on line)	
3	Photocopy of SSC Marks list duly self-attested	
4	Photocopy of ITI Marks list duly self-attested	
5	Photocopy of latest Community Certificate (for OBC / SC / ST/ EWS Candidates only) With certificate number and date of issue (If applicable)	
6	Photocopy of latest valid PwD Certificate issued by Medical Board of Govt. Hospital (If applicable)	
7	Original Service Certificate from concerned Unit for son / daughter of Naval Civilian / Defence Employees (Subjected to approval of IHQ, MoD (Navy)) (If applicable)	
8	Copy of ex-Serviceman certificate issued by Competent Authority / Zilla Sainik Board (If applicable)	
9	Residence Proof Attached (Voter ID / Passport / Aadhar Card / Ration Card)	
10	Self-attested copy of Aadhar Card of the candidate registered on web portal	
11	Self-addressed Rs.10/- stamped envelope (22 cm x 10 cm)	
12	Part - II: Duly filled Original Hall Tickets (2 Nos.)	

Note:- Before sending offline application to DAS(V) ensure all relevant document has placed in the same serial as mentioned in CHECK OFF LIST.

Government of
(Name & Address of the authority issuing the certificate)

INCOME & ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No. _____

Date: _____

VALID FOR THE YEAR _____

1. This is to certify that Shri/Smt./Kumari _____ son/daughter/wife of _____ permanent resident of _____, Village/Street _____ Post. Office _____ District _____ in the State/Union Territory _____ Pin Code _____ whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of his/her "family"*** is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year _____. His/her family does not own or possess any of the following assets***:

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential flat of 100 sq. yards and above in notified municipalities;
- IV. Residential flat of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt./Kumari _____ belongs to the _____ caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List)

Signature with seal of office _____
 Name _____
 Destination _____

Recent
Passport size
attested
photograph of
the applicant

*Note1:. Income covered all sources i.e. salary, agriculture, business, profession, etc.

**Note 2: The term "Family" for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years

***Note3: The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.