No.PPPU:HR:ACTAPP:2024-1   Date: 21.12.2024

CIRCULAR

Sub: Engagement of Trade Apprentices Under the Apprentices Act' 1961 for the Year 2024-25 – Reg.

BHEL-PPPU, Thirumayam is inviting applications for engagement of Trade Apprentices under the Apprentices Act' 1961 for the year 2024-25 for a period of One Year. The Trade, Duration, Stipend and number of vacancies notified are furnished below:

Table.No.1

Sl. No.	Trade	Duration Month	Stipend Per Month (Consolidated)	Tentative No. of *Vacancies
1.	Fitter	12	Rs. 8050/-.	19
2.	Welder	12	Rs. 7700/-.	07
3.	Machinist	12	Rs. 8050/-	01
4.	Plumber	12	Rs. 7700/-	01
Total				28

The number of vacancies in each Trade is only tentative and may increase or decrease in all or any of the trade depending upon requirement, which will be at the absolute discretion of the management.

Age limit: Minimum 18 years and Maximum 27 years as on 01.12.2024 for **General** Candidates. A relaxation of 5 years is admissible to SC/ST candidates and 3 years for OBC (NCL) candidates in the upper age-limit. In the case of PwD (with minimum 40% disability), a relaxation of 10 years is admissible in the upper age-limit.

Reservation: Out of the above training vacancies, 19%,1%,27%,10% and 4% are reserved for SC, ST, OBC (NCL), EWS and PwD candidates (with minimum 40% disability) respectively.

Reservation for dependents of regular employees (Serving/Retired/Deceased) will be as per company rules.

Minimum Educational Qualification:

High School Pass and ITI Pass as a **Regular Full Time** candidate of the last Three years, from a NCVT/SCVT recognized institute. For all Trades except Welder in Table No. 1 above NCVT/SCVT certificate is required. For welder NCVT shall only be considered.

Candidates who have completed their ITI IN THE year 2022, 2023 & 2024 will **ONLY** eligible for applying in apprenticeship training in 2024. Candidates who have completed ITI through **Distance Learning/Part Time/Correspondence/Sandwich courses shall not be considered** for apprenticeship training in BHEL.

Selection Methodology:

Selection will be based on an assessment test of all the candidates, who fulfil the conditions of the notification. Eligible candidates based on the marks secured in their Qualifying Examination shall be called for the assessment test. The assessment test will be of Multiple Choice Questions (MCQs). Merit list will be drawn based on the marks secured by the candidate in the assessment test.

In case of tie in marks at selection stage, candidate scoring higher marks in ITI, will be preferred, followed by candidate who is older in age.

Minimum Physical standards: Candidates selected as apprentices will have to fulfil the minimum physical fitness standard / parameters as specified in the Apprentices Act, Clause 4 of Apprenticeship Rule 1992 and amendments thereof, if any.

Previous Training: Candidates who have already undergone or currently undergoing apprenticeship training in any other establishment under Apprentices Act, 1961 are not eligible to apply.

Duration of training: The duration of Apprenticeship Training will be for a period of one year from the date of joining as per Apprentices Act, 1961.

Registration in Government of India portal:

Candidates must be registered in RDSDE Portal (https://www.apprenticeshipindia.gov.in) for Trade apprentices. Candidates with RDSDE registration Number alone will be considered for the training.

How to Apply:

a) The candidates meeting the prescribed eligibility criteria may first register in RDSDE portal https://www.apprenticeshipindia.gov.in (Refer Annexure-1) and note down their RDSDE registration number. This registration number is mandatorily required for submitting online application in BHEL portal.

b) After completing registration in www.apprenticeshipindia.org portal, the candidates may apply online in BHEL Trichy Portal in the link - https://trichy.bhel.com ⟶ Apprenticeship Application Portal (THIRUMAYAM). The candidates may refer the instructions listed under Annexure-1 for submitting the application.

c) Only Online mode of applications will be accepted.

d) Candidate needs to upload the following scanned documents as per the size indicated in the portal:

- Latest Passport Size Colour Photograph
- Candidates Signature
- 10th Standard / SSLC mark sheet (which will also be considered for proof of date of birth)
- Consolidated mark sheet of prescribed educational qualification
- Community/OBC (NCL)/EWS/PwD certificate, if applicable.
- Aadhaar Card
- Candidate's profile home page screenshot of Govt. Portal (https://www.apprenticeshipindia.gov.in).
- Bank Passbook front page as uploaded in the Govt. Portal (https://www.apprenticeshipindia.gov.in) without fail.

e) The candidate must have an active E-Mail ID and mobile phone number which must remain valid for at least next one year.

f) All future communication with candidate will take place only through website/E-Mail/SMS alerts.

g) The candidate must ascertain the correctness of all information before filling in the Online Application Form and its final submission.

h) The candidate shall be wholly/exclusively responsible for the information provided in his/her online application form.

i) Incomplete applications, applications not fulfilling the eligibility criteria/parameters and applications received in mode/form other than online mode shall be treated as "Rejected".

j) A copy of online application shall be retained by the candidate for reference and produced for verification at the time of Document Verification.

k) Further information regarding eligible list of candidates for appearing in assessment test, download of hall tickets, document verification, final selection list for training etc. shall be made available through the websites https://trichy.bhel.com (Click Our services-->Apprenticeship Application Portal (THIRUMAYAM) or through e-mail/SMS Alerts. Candidates are, therefore, advised to keep visiting the websites https://trichy.bhel.com and check their registered e-mail regularly.

l) Canvassing in any form is liable to render the candidate ineligible.

Candidates who have passed their qualifying examination from recognized academic institutions located in the state of Tamilnadu will only be considered for selection. In case of non-availability of candidates from the state of Tamilnadu for any branch of study notified, vacancies will be filled up with other candidates as per procedure for such Trade/Trades.

No TA/DA shall be paid to candidates either for appearing for assessment test, certificate verification or joining the apprenticeship training on selection.

Upon completion of Apprenticeship period at BHEL Thirumayam (A Government of India Undertaking), BHEL shall have no obligation to offer employment to such apprentices nor can an apprentice claim right for employment on the ground of completion of Apprenticeship.

Key dates:

Online Application Opening Date	22.12.2024 at 10:00 Hrs.
Online Application Closing Date	31.12.2024 at 23:45 Hrs.
Declaration of candidates list for assessment test	Will be informed later
Date of assessment Test	Will be informed later

(M Melvin Bennet Roy)
Sr. Dy. General Manager (HR, Contracts, MS & DTG)

Distribution:
All Employees thro' Notice Boards
All Mail Users thro' Maildesk

Instructions for online registration in Apprenticeship Portal

A) Steps to be followed by the applicants for registration in Apprenticeship portal.

1) Go to www.apprenticeshipindia.gov.in portal.
2) Click "Register" and Choose "candidate"
3) Fill up all the personal details and Click submit button.
4) Now a 10-digit unique registration number is displayed on the browser window. This 10-digit number should be noted and this 10-digit number should be filled in BHEL online apprentice portal. Simultaneously, an activation link will be sent the registered email id of the applicant for activation purpose.
5) Login to the registered email and open the mail with the subject "User activation" and click activate button, upon which activation is completed.
6) Then go to www.apprenticeshipindia.gov.in portal.
7) Now login by using the registered mail id/Registration number and password.
8) Click "profile" tab to complete your profile details using EDIT and ADD Buttons.
9) Aadhaar Verification is mandatory for the creation of online apprenticeship contract. Hence, candidates are requested to ensure their name in the Aadhaar Card similar to the one recorded in their SSLC mark sheet.
10) Along with Aadhaar verification e-KYC verification is also mandatory in Apprenticeship registration. Candidates need to fill Bank details & IFSC code correctly for e-KYC verification.

Instructions for online submission of application in BHEL portal

A. Registration in BHEL Portal

1) Go to https://trichy.bhel.com portal.
2) Click the link "Apprenticeship Application Portal (THIRUMAYAM)".
3) Click the link "Register" from the menu.
4) Read the instructions listed carefully and accept by clicking "I agree".
5) Fill in the registration form and submit by clicking "REGISTER".
6) One Time Password (OTP) will be sent to registered email ID and mobile number.
7) Create a new password using OTP received in registered email ID & mobile number.

B. Data filling and submission of application

1) Login to the portal using the new password.
2) Fill in the application form.
3) Upload scanned copy of the following:
   - Passport Size Colour Photograph
   - Candidates Signature
   - 10th Mark Sheet
   - Consolidated mark sheet of prescribed educational qualification
   - Community Certificate SC/ST/OBC(NCL)/EWS/PwD Certificates. OBC(NCL)/EWS certificate to be as per latest guidelines of government and in any event not more than one year old.
   - Aadhaar card
   - Candidate's profile home page screenshot of Govt. Portal (www.apprenticeshipindia.gov.in).
   - Bank passbook front page as uploaded in the Govt. Portal (www.apprenticeshipindia.gov.in). It should be Aadhaar seeded and DBT enabled.

Submit the application. Save the same and take a print out of the submitted application for submitting at the time of document verification.