

CIRCULAR

मध्य रेल Central Railway

मंडल रेल प्रबंधक कार्यालय
कार्मिक शाखा, पुणे
Divisional Railway Manager
Office,
Personnel Branch, Pune
दिनांक/Date -26/12/2012

L.No: PA/P/Mech/C&W/Act.App. - 1961

All Concerned, Pune Division

**Sub:- Engagement of Trade Apprentices Under the Apprentice Act-1961,
in Mechanical (C&W) Department Pune Division, Pune.**

Enclosed herewith please find Notification dated 26/12/2012 with enclosure thereto in Five (05) pages issued by this office in connection with the **Engagement of Trade Apprentices under the Apprentice Act-1961 in Mechanical (C&W) Department Pune Division, Pune** for wide publicity amongst the employees working under you. This notification is also available on the website 'www.cr.indianrailways.gov.in'.

You are therefore advised to ensure that the Notification is displayed on the Notice Board available in your Shop/Office.

DA- As above.

(यु. सी. बोडके)
मंडल कार्मिक अधिकारी
कृते मं.रे.प्र. (कार्मिक) पुणे

C/- CPO(M&E)/CSTM for information Please.

C/-CME / CWE-CSTM for information Please.

C/- Sr. DME Sr. DFM – Pune for information Please.

C/- Divisional Secretary-CRMS/NRMU/SC-ST Association- Pune Division for information

C/-The Secretary to the Government of Maharashtra, Labour and Social Welfare Department
Old Secretariat Building, Mumbai-400 001

C/-The District Employment Officer,Dist. Employment Exchange, Pune, Pimpri –Chinchwad,
Sholapur, Satara, Sangli, Kolhapur, Ahmadnagar

C/-The Regional Director Employment Exchange Mercantile Chamber, 3rd Floor, Graham Road,
Ballard Estate, Mumbai-400 001

C/- Regional Director of App, Training.(Western Region),Sion, Mumbai-22.

C/- InspectorIncharge of RPF- Diesel Shed - for information. He is advised to depute RPF staff to keepstrict vigilant over the sealed box at the main gate of the administrative building till the box is removed till the last date of admitting the application. i.e.19/01/2013, 17:00 hrs.

C/- Principal Govt. ITI. KOP, SLI, KR, D, STR, PA, SUR, ANG for information & wide publicity.

(यु. सी. बोडके)
मंडल कार्मिक अधिकारी
कृते मं.रे.प्र. (कार्मिक) पुणे

NOTIFICATION

L.No: PA/P/Mech/C&W/Act.App. -1961

**Sub: - Engagement of Trade Apprentices for training under the
Apprentice Act-1961, in Mechanical (C&W) Department Pune
Division, Pune.**

1) Applications are invited from eligible candidates for engagement of Act Apprentices under the Apprentice Act-1961 **for training** in the designated trades mentioned below, in Mechanical (C&W) Department Pune Division, Pune.

The designated trade wise and community wise break up of **31 seats** proposed to be filled in **for training** are as under:-

Sr No	Designated Trade	No. of Act Apprentices to be engaged	Distribution of Community wise breakup			
			UR	SC	ST	OBC
				15%	7.5%	27%
1	Fitter	20	10	03	02	05
2	Carpenter	03	02	--	--	01
3	Machinist	03	02	--	--	01
4	Welder	03	02	--	--	01
5	Painter (General)	02	01	--	--	01
	Total	31	17	03	02	09

A) Eligibility Conditions:-

a)Educational Qualification:- Under 10+02 Scheme.

i) Passed 10th Minimum with 50% marks in (State/ICSE/CBSE) Matriculation & ITI.

OR

ii) Passed 10th Minimum with 50%marks in (State/ICSE/CBSE) Matriculation & Diploma relevant to trade.

NOTE: - Weightage of 5% (Marks) for ITI or 7% (Marks) for Diploma will be given.

No candidate will be given more than one Weightage.

Contd.-2

B) Age Limit as mentioned below, on the date of Issue of Notification.

(i.e. 26.12.2012).

- i) ITI / Diploma Passed candidates should have completed 15 years of age and should not have completed 24 years of age.
- ii) The Upper age limit is relaxable by 05 years in case of SC/ST candidates and 03 years in case of OBC candidates.

2)SELECTION:-

Selection for Act Apprentice would be based on merit without any written examination.

The Merit would consist of:-

- i) Percentage of marks in 10 th class at Board Level (State/ICSE/CBSE/) with Minimum 50% marks.(Aggregate)
- ii) Weightage of 05% (Marks) for an additional ITI qualification.
- iii) Weightage of 07% (Marks) for Diploma in engineering qualification.

NOTE: - Weightage of 5% (Marks) for ITI / or 7% (Marks) for Diploma will be given.

No candidate will be given more than one Weightage.

3)Stipend Payable:-

- i) During 1st Year of Training: - Rs.1700/- P.M.
- ii) During 2nd Year of Training: - Rs.1970/- P.M.

HOW TO APPLY

- i) **Application should be dropped in the box provided in Divisional Railway Manager's Office Personnel Branch, Ground Floor, near Pune Railway Station, Pune – 411001 or send by ordinary post only. Applications sent by RPAD/Speed Post/Courier will not be accepted.**
- ii) Application should be hand written in Hindi/English by the Candidate only in the prescribed Proforma.
- iii) Xerox Copy of School Leaving Certificate/Academic/Technical qualification/Caste Certificate (if any) issued by the appropriate authority duly attested should be attached along with the prescribed application form.
- iv) Applicant should paste his / her **recent (Not more than three months old)** Passport size photo on the right side corner (space provided) on the prescribed proforma duly signed by him / her.
- v) Only one application should be submitted by the candidate.
- vi) **Application should be addressed to "Divisional Railway Manager (Personnel) Pune".**
- vii) Self addressed 02 envelopes sized 9"X4", with postal stamp for Rs. 30/- pasted on one & another for Rs. 10/- with 02 passport size Photos should be submitted along with the prescribed application proforma.

NOTE: - No Original Certificate should be sent along with the application.

Contd.-3

GENERAL CONDITIONS:-

- i) Application should be completed in all respect. Incomplete/Unsigned/ Recent Photograph Not pasted / Non-Submission of attested xerox copies of certificates shall be a disqualification for eligibility and shall be deemed to be rejected. Mere submission of application will not confer upon any right on the applicant to be called for interview.
- ii) Application submitted beyond the last date of submission shall be deemed to be rejected.
 - iii) Mandatory attested xerox copies to be enclosed by the applicant in order to decide the eligibility.
 - a) Date of Birth Certificate
 - b) Educational qualification Certificate.(Academic / Technical -Mark-sheet / Passing Certificate)
 - c) Caste Certificate.
- iv) Candidates selected to be called for interview will have to bring their original certificates at the time of interview.
- v) Candidates appearing for Interview shall attend at their own expenses.
- vi) Selected candidates should have to conform to the Appropriate Standard of Physical fitness prescribed for the relevant trades examined by the Railway Medical Authority for their medical fitness i.e. B-1 Medical Category.
- vii) Administration reserves the right of allotting of designated trades after the final selection.
- viii) Apprentices shall make their own arrangement for stay during the period of training.
- ix) Candidates selected under the Apprentice Act-1961, shall execute a contract of Apprenticeship with the establishment before commencement of training.
- x) Apprentices shall be controlled by the provisions of Apprentice Contract executed between the employer and the Apprentice.
- xi) Apprentices shall be paid stipend payable during the period of training, subject to the their work and conduct found satisfactory.
- xii) Training consists of Basic Training followed by practical training including a course of related instructions appropriate to the designated trades.
- xiii) Training of ITI candidates shall be regulated accordingly.
- xiv) Working Hours shall be observed as per the attached establishment.

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- xv) Leave shall be granted according to the rules prescribed under the Apprentice Act and Holidays will be applicable as per the establishment /workshop attached.
- xvi) In case of Misconduct / Indiscipline / Poor performance by the Apprentice during the period of training the Railway Administration will exercise power for termination of Apprenticeship and also shall recover stipend paid till then, with interest applicable thereto.
- xvii) Apprentices are entitled for free medical treatment for personal injury caused by accident arising during the course of Training at the Training location.
- xviii) Trade apprentices are **not entitled** for Railway Pass / PTO during the training period.
- xix) **Only those Apprentices** who complete contractual period of training shall be eligible for appearing examination for NCTVT conducted by National Training Board.
- xx) At the end of the training, Proficiency Test shall be conducted by the National Council and they will be issued certificate to that effect.

Note 1:-Canvassing directly or indirectly by any candidate will be automatically disqualified for selection. If any candidate is found to have submitted any misleading information or any fake or incorrect document, shall be disqualified.

Note 2:-Only one application shall be submitted by each candidate. No additions of any documents, once submitted along with the application by the applicant at the time of submission of the form, shall be considered.

Note 3:- Apprentice training at Railway establishment does not in any way confer any right in favour of any candidate for providing employment in Railways.

LAST DATE OF SUBMISSION OF APPLICATION IN THE PRESCRIBED PROFORMA IS 25-01-2013 (Friday), 17:30 hrs.

(यु. सी. बोडके)
मंडल कार्मिक अधिकारी
कृते मं.रे.प्र. (कार्मिक) पुणे

PROFORMA				
TO BE FILLED BY THE CANDIDATE IN HIS / HER OWN HAND WRITING				
To		Recent (Not more than three months old) passport size photograph to be pasted here & signed thereon.		
Divisional Railway Manager (Personnel) Pune				
Respected Sir,				
Sub: - Engagement of Trade Apprentice Under the Apprentice Act-1961.				
Ref:- Notification No :- PA/P/Mech/C&W/Act.App. - 1961 Dated 26.12.2012				
Reference to the above Notification, I hereby apply and furnish my particulars as under in the prescribed proforma for engagement of Trade Apprentice under the Apprentice Act-1961				
Name of the Applicant in full (IN BLOCK LETTER)		(Surname)	(Name)	(Middle Name)
Father's Name				
Father's Occupation If in / was in Rly. Service.		Dept.	Desig	Station.
Date of Birth of candidate(*)		Day	Month	Year
Age as on the date of Notification (26.12.2012)		Year	Month	Day.
Educational Qualification(*)				
Technical Qualification Viz- ITI/Diploma(*)				
Marital Status		Married / Unmarried:-		
Two Identification Marks		1		
		2		
Whether SC/ST /OBC(*) (if Applicable)				
Height in Cms				
Weight in Kgs				
Residential Address				
Contact No. Land line No./Mobile No.				
NOTE: - Legible copies of all certificates duly attested should be attached along with the Proforma of Application.				
(*) Mandatory attested Xerox copies to be enclosed.				
Signature of the Candidate				
Place:-		Date:-		

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List of Enclosures attached with the proforma	5
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The Following declaration should be written by the candidate in his / her own hand writing in the space provided hereunder

I, hereby declare that the above particulars are correct to the best of my Knowledge and belief. I, shall be disqualified if at any stage of selection or thereafter if my bio-data given above are found to be false. I, also hereby declare that I have gone through the eligibility condition and have included the necessary documents / Certificates

(Space for writing declaration by the candidate in his / her own handwriting)

(*)Mandatory Certificates enclosed.

	Signature of the Candidate
Place:-	Dated:-