



साउथ ईस्टर्न कोलफील्ड्स लिमिटेड
महाप्रबंधक का कार्यालय
मानव संसाधन विकास विभाग इन्दिरा
बिलासपुर - 495006(छ.ग)
Ph. No. 07752 - 255059,

SOUTH EASTERN COALFIELDS LIMITED
OF GENERAL MANAGER(HRD)
MANAGEMENT DEVELOPMENT INSTITUTE
INDIRA VIHAR COLONY, BILASPUR(C.G)

A MINIRATNA COMPANY

एसईसीएल/बीएसपी/मासंवि/19/ 2741

दिनांक- 27-05-2019

NOTIFICATION

(Notification for invitation of applications from Trade Apprentices for one year Apprenticeship Training under the Apprentices Act 2014 and NAPS.)

Applications are invited on line mode through Apprenticeship Portal from eligible ITI passed candidates in following Trades for one year Apprenticeship Training South Eastern Coalfields Limited (SECL) Bilaspur for its different units/areas.

SL. NO.	TRADES	GROUP & NCO CODE	TOTAL SEATS	GENERAL	SC (14%)	ST (23%)	OBC (13%)	EWS (10%)
1	COMPUTER OPERATOR AND PROGRAMMING ASSISTANT	Group No. 29 4131.0600 3514.0300	1400	560	196	322	182	140
2	STENOGRAPHER ENGLISH	Group No. 37 4111.10	50	21	7	11	6	5
3	STENOGRAPHER HINDI	Group No. 37 4111.10(H)	50	21	7	11	6	5
4	SECRETARIAL ASSISTANT	Group No. 37 4115.10	50	21	7	11	6	5
5	ELECTRICIAN	Group No.4 7137.10,7241.20	1600	640	224	368	208	160
6	FITTER	Group No.1 7233.10, 7233.20	1500	600	210	345	195	150

7	WELDER (GAS AND ELECTRIC)	Group No.3 7212.10,7212.20 7212.40,7212.50 7212.65	390	158	54	89	50	39
8	TURNER	Group No.1 8211.15	50	21	7	11	6	5
9	MACHINIST	Group No.1 8211.10,8211.15 8211.22,8211.28 8211.30,8211.32 8211.36,8211.38	50	21	7	11	6	5
10	DIESEL MECHANIC	Group No.10 7233.24	120	50	16	27	15	12
11	DRAUGHTSMAN (CIVIL)	Group No.11 3118.20,3118.50	25	12	3	5	3	2
12	DRAUGHTSMAN (MECHANICAL)	Group No.11 3118.40	15	8	2	3	1	1
13	MECHANIC AUTO ELECTRICAL AND ELECTRONIC	Group No.4 7241.10,7241.70	100	40	14	23	13	10
14	PLUMBER	Group No.5 7136.10,7136.30	50	21	7	11	6	5
15	CARPENTER	Group No.5 7124.10,7124.20	50	21	7	11	6	5
TOTAL			5500	2215	768	1259	709	549

Application Process:-

- Check the official apprenticeship website [www.apprenticeship .gov.in](http://www.apprenticeship.gov.in).
- Click “Apprentice” tab and register yourself entering relevant information and uploading the relevant documents
- An E-mail will be received on your registered E-mail by auto created E-mail giving your registration Number and Password.
- Click establishment search and enter South Eastern Coalfields Limited
- Enter the relevant data and click ‘Submit’ button to make your online application.

Please remember all details entered in the portal should be same as per the entry in the certificates e.g. Name, Father's name, aadhar card number and details therein as per the certificate only.

- Note: 1) S.E.C.L. will upload advertisement inviting applications for Apprenticeship Training on Apprenticeship Portal on **27/05/2019**.
- 2) The applications received through Apprenticeship Portal from date **27/05/19 to 23/07/19**, 00.00 hrs will only be entertained. The candidates who applied earlier are required to reapply within the above period.

ELIGIBILITY

- 1) The candidates should have passed relevant ITI course from Institute recognized by NCVT/SCVT and also should have passed 8th/10th standard of examination as per the requirement of relevant Trade.
- 2) The candidates should not be pursuing Apprenticeship Training or should not have done Apprenticeship Training in any other Establishment in the same Trade in which he is making application in S.E.C.L.
- 3) The age of candidates as on **23/07/19** should not be less than 16-years in Draughtsman, COPA, Stenographer and secretarial assistant trade and 18 years in other trades.

SELECTION PROCESS:

During selection the candidates who have submitted applications on Apprenticeship Portal for S.E.C.L. from **27/05/19 to 23/07/19** shall only be considered. The provisional list of candidates for one year Apprenticeship Training shall be prepared as per Govt. Reservation Policy and the % of marks obtained in all semesters on merit basis uploaded on Apprenticeship Portal. If the % of marks obtained in all semesters are same then the candidate who is elder by age shall be given preference. The list of provisionally selected candidate and other relevant information regarding selection shall be uploaded on SECL website.secl-cil.in on Human Resource -> HRD -> Apprentice. Information regarding documents verification, date, time and venue shall be uploaded with the provisional selection list of candidates.

The provisionally selected candidates before documents verification shall ensure that:-

- 1) The candidates have uploaded ITI Final Mark sheet of relevant Trade, High school mark sheet/ 8th mark sheet as per trade requirement, passport size recent photograph, candidate own signature, Date of Birth Certificate (10th Mark sheet/Aadhar Card) and entered Caste Category, Aadhar Card number and Trade preference correctly on apprenticeship portal.
- 2) The candidates should have the affidavit duly notarized in prescribed format.
- 3) The candidates should have Medical Fitness Certificate issued by not below the rank of Assistant Civil Surgeon of a Govt. hospital in a prescribed format indicating that the candidate is fit for the Apprenticeship Training and all relevant entries should be readable with stamped on specific place.

Note: - The medical fitness certificate should be of a date later than this notification. In case of doubt SECL may ask the candidate to undergo medical examination at a medical Centre of SECL for re confirmation of fitness.


- 4) The candidates should have the original documents as prescribed in the format. OBC and EWS (Economically Weaker Section) certificate issued before 01/04/2019 will not be considered.

After obtaining medical fitness certificate and documents verification the candidates shall be selected for training and a letter permitting for doing one year apprenticeship training shall be issued. Hence, the candidates are advised to come prepared for joining one year Apprenticeship Training. Selected candidates shall be paid stipend. The present rate of stipend i.e. Rs. 7655/- per month. Interested candidates should apply through Apprenticeship Portal www.apprenticeship.gov.in. The last date for submission of applications is **23/07/19**. Candidates applied online after **23/07/19** and those who has not filled on line data properly shall be rejected.

Note:-

- Trainees after completion of one year Apprenticeship Training shall not absorbed and provided job in South Eastern Coalfields Limited in any case. The trainees have no right for job and the management shall not consider their request/right for job.
- The candidates shall not be provided any TA/DA, accommodation for attending documents verification or submission of medical fitness certificate.
- The S.E.C.L. management reserves the right to increase or decrease the seats of Apprentices or to cancel the whole Apprenticeship Training programme.
- For the matters not included in this notification, the provisions of the Apprenticeship Act and Apprenticeship Rules shall apply.
- In case of any dispute for its resolution, Bilaspur Court shall have the jurisdiction.
- For any query contact 07752- 255059 during office hours between 10.00 am to 1.00.pm. on working days only Office remain closed on Sunday / other Gazzeted Holidays.
- Please contact apprenticeship helpline number 01204405016/17/18/19/20/21 for any issues related to apprentice portal or problem being faced in making on line application. We have no control on apprenticeship portal.
- Help may also be taken by going through NAPS available on apprenticeship portal or viewing YouTube videos for registration or making application on apprenticeship portal.

Encl: Prescribed formats.


GENERAL MANAGER (P/HRD)
