



INDIAN INSTITUTE OF TECHNOLOGY BOMBAY
POWAI, MUMBAI-400076.

Advertisement No.: HR-I(HRM-II)/Apprenticeship/April/2022

ENGAGEMENT OF GRADUATE HOLDERS IN NON-TECHNICAL (GENERAL STREAM) AREAS FOR ONE YEAR APPRENTICESHIP TRAINING AT INDIAN INSTITUTE OF TECHNOLOGY BOMBAY FOR THE YEAR 2022-23 UNDER THE PROVISIONS OF THE APPRENTICES ACT-1961 (AMENDED TILL DATE)

Under the provisions of The Apprentices Act-1961 (amended till date), it is proposed to provide practical on-job training for a period of one year to Graduates who have completed their graduation in the Arts, Commerce, Business Administration, Management Science, Business Studies and passed the qualifying exam after April 2020.

Total number of apprentice positions : 20

RESERVATION : as per The Apprentices Act-1961 (amended till date),

STIPEND :

The Graduate Apprentices will be paid a consolidated stipend of Rs. 9,000/- p. m.

PRESCRIBED QUALIFICATION, ELIGIBILITY CRITERIA, AGE-LIMITS

- (1) Any Indian Citizen with Degree in Arts, Commerce, Business Administration, Management Science, Business Studies from an recognized University can apply for the post of Graduate Apprentice. The gap between the last date of application and the passing date of the qualifying degree examination should not be more than 2 years.
- (2) Candidates who have already registered / undergone / undergoing apprenticeship training under Apprenticeship Act elsewhere are not eligible to apply.
- (3) The minimum age of the candidate should be between 18 years as on the day of application. A relaxation in upper age limit is applicable as per the Govt. of India guidelines for SC / ST / OBC (NCL).

SELECTION PROCESS

All candidates have to upload their final marks in percentage only and **NOT** in CGPA. If marks are in CGPA, candidates have to convert marks into Percentage as prescribed by respective university, the proof of conversion will be checked during Document Verification. **The applications of candidates whose marks entered in the application are in CGPA will be summarily rejected.**

The eligible shortlisted candidates (on the basis of merit) will be asked to report for Document Verification on the given date, time & venue. Medical fitness certificate from a registered medical practitioner of Govt. / Municipal Hospital

having full details of the Medical Officer (i.e. name, address & registration) is mandatory. Candidates will be issued engagement letter for commencement of training on production of original medical fitness certificate. In addition, the following documents (original & xerox copy) are to be produced for verification:

- (1) 10th / 12th Passing certificate & marksheet
- (2) Qualifying exam passing certificate & marksheet
- (3) Date of Birth certificate / birth date proof
- (4) Caste certificate, if applicable
- (5) Passport size photographs (2 nos.)
- (6) PAN card
- (7) Aadhar card

DATE & TIMING OF DOCUMENT VERIFICATION

Venue of Document verification: Will be intimated separately.

HOW TO APPLY

The candidates are advised to apply online on link <https://forms.gle/V7cBu9MkwRUUjdpB9>. The **last date of application is April 20th, 2022. Only Online applications will be accepted.**

GENERAL INSTRUCTIONS

- (1) For each selected candidate, registration of contract of Apprenticeship with regional Apprenticeship advisor, Board of Apprenticeship Training (WR), Mumbai will be made by the Apprentice & the establishment as per **provisions of The Apprentices Act-1961 (amended till date)**,
- (2) **During the training if emergency arises, apprentices are entitle** to avail free primary / OPD medical facility at IIT Bombay Hospital (only for self). The candidate will not be provided with any quarters / hostel room/ guest house accommodation / travel facility or travel allowance.
- (3) The contract of apprenticeship will be registered with Board of Apprenticeship Training (WR), Mumbai under section (22 .1) of **The Apprentices Act-1961 (amended till date)**. It is to be noted that, no request for appointment for any post in the Institute will be entertained on completion of subject apprentice training. The apprentices shall have no right to claim any type of employment from IIT Bombay on the basis of apprenticeship at any point of time. IIT Bombay will not have any liability to provide any job to the apprentices.
- (4) The candidature of applicants will be provisional & subject to subsequent verification of certificates. In case, it is detected at any stage of engagement or thereafter, that a candidate does not fulfil the eligibility norms and / or has furnished any incorrect / false information, his / her candidature will stand cancelled.
- (5) Candidates are advised to keep the registered mobile number and email active till the time of selection process.
- (6) Candidates called for document verification are required to bring print out of the application submitted online.
- (7) The candidates have to join the apprenticeship program within 7 days of issue of appointment letter, otherwise the candidature will be cancelled.

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 - (7) The candidates have to join the apprenticeship program within 7 days of issue of appointment letter, otherwise the candidature will be cancelled.
 - (8) In case of candidates securing equal marks / percentage in their qualifying examination, the candidate securing more percentage in the preceding educational qualification will be placed at the higher position in the merit list.
 - (9) Canvassing in any form and / or bringing in any influence will attract immediate disqualification.
 - (10) Period of apprenticeship will be for 1 year from date of joining.
 - (11) Selected candidates will undergo on-job training in a section / department as decided by the Institute and candidate applying for the apprenticeship will have to abide by the same.
 - (12) IIT Bombay reserves the right to cancel / modify the process of selecting candidates at any time & to reject the candidature of any applicant at any stage.
 - (13) The candidature of applicants will be provisional & subject to subsequent verification of certificates. In case, it is detected at any stage of engagement or their after, that a candidate does not fulfil the eligibility norms and / or has furnished any incorrect / false information, his / her candidature will stand cancelled.
 - (14) Any amendments / modifications on this matter will be notified only on the website: <https://www.iitb.ac.in/en/announcements-walk-interview> , which may be referred to the applicants regularly.
 - (15) The decision of the IIT Bombay will be final & binding on all candidates on matters related to eligibility, shortlisting of applications, mode of selection and cancellation of the selection process (part or full). No correspondence will be entertained in this regard.
 - (16) The liability of the Employer in case of any injury, health, safety and welfare of apprentices will be as per **provisions of The Apprentices Act-1961 (amended till date)**.


REGISTRAR 

Date : 31.03.2022


31/03/2022