



**BHARAT HEAVY ELECTRICALS LIMITED**  
**TIRUCHIRAPPALLI-14**  
**Human Resource Management**

No.TP:HR:R:AA109

Date: 24.08.2022

**CIRCULAR**

**Sub: Engagement of Trade Apprentices under the Apprentices Act, 1961**

BHEL Tiruchirappalli is inviting applications for engagement of Trade Apprentices, under the Apprentices Act 1961, for the year 2022-23. The Trade, Duration and number of vacancies notified are furnished below:

Table No -1

Sl. No	Trade	Duration months	Stipend per month (consolidated)	Tentative *vacancies
1.	Fitter	12	Rs.8050	186
2.	Welder	12	Rs.7700	120
3.	Electrician	12	Rs.8050	34
4.	Turner	12	Rs.8050	14
5.	Machinist	12	Rs.8050	14
6.	Mechanic R & AC	12	Rs.8050	6
7.	Instrument Mechanic	12	Rs.8050	6
8.	Carpenter	12	Rs.7700	4
9.	Mechanic Motor Vehicle	12	Rs.8050	4
10.	Plumber	12	Rs.7700	2
Total				390

(\* Number of vacancies indicated above is 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 01/08/2022 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 physically Challenged persons (with minimum 40% disability), a relaxation of 10 years is admissible in the upper age-limit.

**Minimum Educational Qualification:** High School Pass and ITI pass as a regular full time candidate in the last three years, from a NCVT/SCVT recognized institute. For all Trades except Welder in Table No1 NCVT/SCVT certificate is required. For welder trade NCVT shall only be considered.

Candidates who have completed their ITI courses in 2019, 2020 and 2021 will be eligible to apply for apprenticeship training in 2022. Candidates who have completed ITI through Distance Learning / Part Time / Correspondence/Sandwich courses shall not be considered for apprenticeship training in BHEL.

**Reservation:** Out of the above training vacancies, 19%,1%,27%,10% and 4% are reserved for SC, ST, OBC (NCL), EWS and Physically Challenged candidates respectively.

**Reservation for dependents of regular Employees-Serving/Retired/Deceased:** As per Company rules.

**Selection methodology:** Selection will be based on an assessment test of all eligible candidates, who fulfill the conditions of the notification. Eligible candidates based on marks secured in the qualifying examination (in the ratio of 1:10 trade wise, category wise of the notified training vacancies) shall be called for assessment test. Merit list will be drawn based on the scores obtained by the candidates in the assessment test. In case of a tie in marks at selection stage, candidate scored higher marks in ITI will be preferred, followed by candidate 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 No. alone will be considered for the training.

### How to Apply:

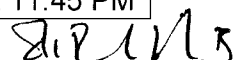
- a) The candidates meeting the prescribed eligibility criteria have to first register in RDSDE Portal (<https://www.apprenticeshipindia.gov.in>) and note down their RDSDE Registration No. This registration No. is mandatory for submitting online application in BHEL portal.
- b) After completing registration in <https://www.apprenticeshipindia.gov.in> portal, the candidates has to apply online in BHEL Trichy portal in the link - <https://trichy.bhel.com>. The candidates may refer the instructions listed under Annexure-I for submitting the application.
- c) Only Online mode of applications will be accepted.
- d) Candidate needs to upload the following documents as per the size indicated in the portal -
  - Scanned copy of latest colour passport size photograph
  - Scanned copy of signature
  - 10<sup>th</sup> Standard mark sheet
  - Consolidated mark sheet of prescribed educational qualification
  - Community Certificate /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
  - Aadhar card
  - Candidate's profile home page screenshot of Govt. Portal (<https://www.apprenticeshipindia.gov.in>).
  - Bank passbook front page as uploaded in Govt. Portal (<https://www.apprenticeshipindia.gov.in>).Applicable documents pertaining to the applicant must be uploaded. Uploading of Blurred / edited images / incorrect documents will be summarily rejected.
- e) The candidate must have an active email 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/Email/SMS alerts.
- g) The candidate must ascertain the correctness of all information before filling the On-line 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) A copy of on-line application shall be retained by the candidate for reference and produced at the time of Document Verification.
- j) Further information regarding eligible list of candidates for appearing in the assessment test, download of hall tickets, final selection list for training, document verification, etc. shall be made available through the website <https://trichy.bhel.com> (Click Our services->Apprenticeship Application Portal) or through Email. Candidates are, therefore, advised to keep visiting the website <https://trichy.bhel.com> and check their registered Email regularly.
- k) Canvassing in any form is liable to render the candidate ineligible.

Candidates who have passed their qualifying examination from Govt. 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 branch/branches.

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 Trichy ( a Government of India concern), 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. We have requested the District Employment Office to disseminate the information to suitable candidates.

Milestones	Scheduled Date
Opening of On-line submission of application	25 <sup>th</sup> August, 2022 at 00:05 AM
Closing of On-line submission of application	07 <sup>th</sup> September, 2022 at 11:45 PM

  
Manager (HR- A,R &S)

Distribution: All Employees through Mail Desk & Web portals

**Instructions for online registration in Apprenticeship portal.**

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

- a) Go to [www.apprenticeshipindia.gov.in](http://www.apprenticeshipindia.gov.in) portal.
- b) Click "Register" and Choose "candidate"
- c) Fill up all the personal details and Click submit button.
- d) Now a 10-digit unique registration number is displayed on the browser window. This 10digit number should be noted and this 10digit 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.
- e) Login to the registered email and open the mail with the subject "User activation" and click activate button, upon which activation is completed.
- f) Then go to [www.apprenticeshipindia.gov.in](http://www.apprenticeshipindia.gov.in) portal.
- g) Now login by using the registered mail id/Registration number and password.
- h) Click "profile" tab to complete your profile details using EDIT and ADD Buttons.
- i) Aadhar Verification is mandatory for the creation of online apprenticeship contract. Hence, candidates are requested to ensure their name in the Aadhar Card similar to the one recorded in their SSLC mark sheet.

**Instructions for Online Submission of Application in BHEL Portal**

**A. Registration in BHEL Portal**

- a) Go to <https://trichy.bhel.com> portal.
- b) Click the link "Apprenticeship Application Portal (TRICHY)".
- c) Click the link "Register" from the menu.
- d) Read the instructions listed carefully and accept by clicking "I agree".
- e) Fill in the registration form and submit by clicking "REGISTER".
- f) One Time Password (OTP) will be sent to registered email ID and mobile number.
- g) Create a new password using OTP received in registered email ID & mobile number.

**B. Data filling and submission of application**

- a) Login to the portal using the new password.
- b) Fill in the application form.
- c) Upload scanned copy of the following-
  - Scanned copy of latest colour passport size photograph,
  - Scanned copy of signature,
  - 10<sup>th</sup> Standard mark sheet
  - Consolidated mark sheet of prescribed educational qualification,
  - Community Certificate/EWS certificate if applicable
  - Aadhar card
  - Candidate's profile home page screenshot of Govt. .Portal ([www.apprenticeshipindia.org](http://www.apprenticeshipindia.org)).
  - Bank passbook front page as uploaded in Govt. .Portal ([www.apprenticeshipindia.org](http://www.apprenticeshipindia.org)).

Submit the application and save a copy, for submission at the time of document verification.