

# MUMBAI PORT TRUST

## **TRADE APPRENTICESHIP UNDER THE APPRENTICES ACT, 1961, IN THE ENTRY YEAR 2017-18.**

### **RECRUITMENT NOTICE (PASAA TRADE)**

1. Applications are invited in “offline” mode from the candidates (both male and female) meeting the following qualification and other parameters for engagement as Apprentices under Apprentices Act, 1961 (as amended from time to time) in the trade mentioned below.
2. **Number of seats, Training Period, and educational qualification etc:**  
The details about required minimum qualification, No. of seats, rate of stipend and period of training is tabulated herein as under:

Sl. No.	Trade	No. of Seats	Period of Training in year	Rate of Stipend per month	Minimum Qualification
1	Programming And System Administration Assistant (PASAA)	139	1	Rs.8189/- or as applicable under Apprentices Act, 1961 (as amended from time to time)	Passed National Trade Certificate Examination in the trade of Computer Operator and Programming Assistant (COPA) in I.T.I.

3. **Eligibility Criteria:**
  - a) Age Limit:  
The age limit will be as per the rules and regulations and provision contained in Apprentices Act, 1961 (as amended from time to time) i.e. the applicant should not be less than 14 years of age on 01/05/2018 and there will be no upper age limit.
  - b) Candidates, who have already undergone or undergoing apprenticeship training under Apprentice Act, 1961 in any other Govt. / Public Sector /Private Organization are **NOT** eligible to apply.
  - c) The applicant should **NOT** have completed three years after passing of minimum qualification examination as on 01/05/2018.
4. Reservation and Age relaxation:  
Reservation and age relaxation will be as per existing Government rules and regulations and provision contained in Apprentices Act, 1961 (as amended from time to time).
5. **Availability of application form:**  
The prescribed application form will be available on MbPT website ([www.mumbaiport.gov.in](http://www.mumbaiport.gov.in)) during the period from 26/04/2018 to 17/05/2018. The cost of application form will be Rs.20/- and it will be accepted in the form of crossed Indian Postal Order / Demand Draft / Banker’s Cheque/ Pay Order payable at Mumbai in favour of “**The Board of Trustees of the Port of Mumbai**”. Alternatively, cost of application form can be paid by NEFT, however, the candidates will have to attach necessary receipt with the offline submitted form.

The details of beneficiary are as under:

Name of the beneficiary – The Board of Trustees of the Port of Mumbai

Bank Account No. – 10996685430

Type of the Bank Account – Current

Name of the Bank – State Bank of India

MICR Number - 400002010

IFSC Code No. – SBIN0000300

The payment of the cost of application in any other forms will not be accepted. The physically handicapped candidates will NOT be required to pay the cost of application form. The application forms will not be sent by post and will not be sold at ATC office. The due date of submission of application form is 17/05/2018 up to 5.00 pm.

**6. How to apply:**

Step 1: Applicants are required to be registered online through NCVT MIS web portal ([www.apprenticeship.gov.in](http://www.apprenticeship.gov.in)). The applicants are required to print apprentice registration form and note down registration number.

Step 2: Applicants are having valid registration in NCVT MIS portal ([www.apprenticeship.gov.in](http://www.apprenticeship.gov.in)) mentioned above are required to download the application form from MbPT's website '[www.mumbaiport.gov.in](http://www.mumbaiport.gov.in)' > Media > Vacancy' menu.

Step 3: Applicants are required to fill application form in all respect and submit the filled up form by hand delivery or by post, so as to reach to Apprentice Training Centre, first floor, MbPT's Workshops, N. V. Nakhwa Marg, Mazgaon (East), Mumbai – 400010 along with required documents, apprentice registration form, fees of application form etc. on and before due date. Applications received after the due date of submission and/or incomplete applications will be rejected and no further correspondence in this regard will be entertained. Mb.P.T. is not liable for postal delay / loss at any stage of communication.

**7. Selection Criteria:**

- (i) The selection of eligible candidate for apprenticeship under Apprentices Act, 1961 (as amended from time to time) will be on merit based on the percentage of marks obtained by the candidates in the trade of Computer Operator and Programming Assistant (COPA).

- (ii) The merit list(s) will be displayed on notice board at the office of the Apprentice Training Manager (ATC), Mb.P.T. Workshops', Mazgaon, Mumbai - 400 010 and also uploaded on Mb.P.T.'s website [www.mumbaiport.gov.in](http://www.mumbaiport.gov.in). Probably the merit list will be displayed / upload on 24/05/2018. However, any changes in this regard will be informed on Mb.P.T.'s website.
- (iii) The listed candidates in merit list(s) shall be called for verification of all original documents and selection procedure at ATC office. The date of reporting for verification of documents and selection procedure will be displayed on notice board at the office of the ATC and also uploaded on Mb.P.T.'s website [www.mumbaiport.gov.in](http://www.mumbaiport.gov.in). The tentative date of reporting shall be from 29/05/2018 to 31/05/2018. However, any changes in this regard will be informed on Mb.P.T.'s website.
- (iv) If the applicant on the merit list 1/2/3 does not remain present and duly prepared on the specific date of reporting, their candidature will be rejected and the next applicant /s on the panel merit list will be considered. Representation of the applicant in above circumstances will not be entertained. No correspondence will be made with the applicant in this regard.
- (v) Selected candidate will have to undergo a Medical Examination and produce fitness certificate from the Port Trust Hospital.

**8. List of documents required during selection procedure:**

Applicants shall be required to produce following original documents for verification

1. Apprentice Registration form
2. S. S. C. Mark sheet / Board Certificate
3. I. T. I. Mark sheet
4. Leaving Certificate
5. PAN card
6. AADHAR card
7. Passport size photos (6 Nos.)
8. Caste Certificate (if applicable)
9. Marriage Certificate / Gazetted copy (if applicable)
10. Physical Handicap Certificate (if applicable)

In case, the candidate is not in position to produce original (s), for the reason(s) that he /she had submitted the original mark list / certificate to some other institutes/authorities; he /she will have to produce the copies attested by the institutes / authorities, which has retained such original certificates or attested copy / copies, from the authorities who had issued such original to them.