



SOUTHERN RAILWAY

Chief Workshop Manager's Office,
Signal & Telecommunication Workshop,
Podanur - 641 023

No. SGW/P.98/BTC/VOL. XVIII /Act/Trade Apprentice **Date: 21st March - 2016**

Date of Publication: **21st March - 2016** Date & Time of Closing: **22nd April 2016 17.15 hrs**

COMBINED NOTIFICATION NO: 1/2016 for Engagement of Act Apprentices under Apprentices Act 1961

Applications are invited, in the prescribed proforma from the eligible candidates for engagement as Act Apprentices under Apprentices Act 1961. Who desire to undergo Apprenticeship training under the Apprentice Act 1961, at S&T Workshop/ Podanur Diesel Loco Shed/Erode, Electric Loco Shed (Rolling stock) / Erode, Carriage & Wagon Depot/ Erode, Carriage & Wagon Depot/Palghat, Carriage & Wagon Depot/Trivandrum & Diesel Loco Shed/ Ernakulam for Ex.ITI candidates on the under mentioned designated trades for the year 2016. The requirement given below is tentative and subject to changes.

The candidates may apply for the Trade of Fitter, Turner, Machinist, Mechanic Diesel, Carpenter, welder; Electrician & Electronics Mechanic should ensure that they should have fulfilled all the eligibility conditions prescribed for the trade. If at any stage of recruitment or thereafter, it is found that any information furnished by the candidate in his/her application is false/incorrect or the candidates has suppressed any relevant information or the candidate otherwise does not satisfy the eligibility criteria for the trade, his/her candidature will be cancelled forthwith.

Ex- ITI

i) Signal & Telecommunication / Workshop/Podanur

Sl.No	Designated Trade	UR	OBC	SC	ST	PH	Total
1	Fitter	09	04	02	01		16
2	Turner	03	02	01	-	--	06
3	Machinist	03	02	01	-	-	06
4	Welder	01	01	-	-	-	02
	Total	16	09	04	01	--	30

ii) Diesel Loco Shed / Erode under Salem Division:

Sl.No	Designated Trade	UR	OBC	SC	ST	PH	Total
1	Fitter	05	03	01	01	-	10
2	Electrician	08	04	02	01	-	15
3	Mechanic Diesel	10	05	03	02	-	20
4	Welder	03	01	01	--	--	05
	Total	26	13	07	04	--	50

iii) Electric loco Shed (Rolling stock) / Erode under Salem Division:

Sl.No	Designated Trade	UR	OBC	SC	ST	PH	Total
1	Fitter	05	03	01	01	-	10
2	Electrician	05	03	01	01	--	10
3	Electronic Mechanic	02	01	-	-	-	03
4	Welder	02	01	--	--	-	03
	Total	14	08	02	02	--	26

iv) Carriage & Wagon Depot / Erode under Salem Division:

Sl.No	Designated Trade	UR	OBC	SC	ST	PH	Total
1	Fitter	03	01	01	-	-	05
	Total	03	01	01	-	-	05

v) Carriage & Wagon Depot / Palghat under Palghat Division:

Sl.No	Designated Trade	UR	OBC	SC	ST	PH	Total
1	Fitter	04	02	01	--	-	07
2	Welder	01	01	--	--	-	02
3	Carpenter	01	-	-	--	-	01
	Total	06	03	01	--	-	10

vi) Diesel Loco Shed / Ernakulam under Trivandrum Division

Sl.No	Designated Trade	UR	OBC	SC	ST	PH	Total
1	Fitter	02	01	-	-	-	03
2	Mechanic Diesel	02	01	01	-	-	04
3	Electrician	02	01	-	-	-	03
4	Welder	01	-	-	-	-	01
	Total	07	03	01	-	-	11

vii) Carriage & Wagon Depot / TVC under Trivandrum Division:

Sl.No	Designated Trade	UR	OBC	SC	ST	PH	Total
1	Fitter	05	03	01	01	--	10
2	Welder	01	01	-	-	-	02
	Total	06	04	01	01	-	12

Abbreviations used : SC - Scheduled Caste, ST - Scheduled Tribe, OBC - Other Backward Caste, UR ó Unreserved, PH- Physically Handicapped

ELIGIBILITY CONDITIONS:

The Applicants who have registered with a local employment exchange falling in the state of Tamil Nadu and Kerala are eligible to apply. However for wards of Railway employees such registration with local employment exchange will not be required and there should be clear indication in application & envelope that the candidate is ward of Railway employee. As a proof, candidate must enclose the copy of Service Certificate/Declaration from the Railway Employee which should be attested by the Gazetted officer of the concerned unit.

The date of birth for candidates for different age groups, should be between the dates given below (both dates inclusive)

Age Limit: The age as on 22.4.2016 should have completed minimum 15years of age and should not have completed 24 years as on the cut off date for receiving of application

candidates	Age Group	Upper Date of birth			Lower date of birth of all	Remarks
		UR	OBC	SC/ST		
Ex.ITI	15-24	23.4.1992	23.4.1989	23.4.1987	21.4.2001	*Age relaxation as indicated will be applicable

*The upper age limit is relaxable by 3 years for OBC candidates, 5 years for SC/ST candidates and 10 years for Persons with Disabilities (PWD) candidates.

Minimum Educational Qualification & Periods of Training (Ex.ITI)

Designated Trades	Minimum Essential Educational Qualification	Period of Training
Fitter, Machinist & Turner	Should have passed 10 th Class Examination under 10 +2 system of education or its equivalent and also possess National Trade certificate in the notified trade issued by the National Council for Vocational Training.	1 year
Carpenter & Welder	Should have passed standard VIII and also possess National Trade certificate in the notified trade issued by the National Council for Vocational Training.	Welder - 1 year, Carpenter-2 Years
Electrician /Electronics Mechanic	Should have passed 10 th Class Examination under 10 +2 system of education with science as one of the Subjects, or its equivalent and should also possess National Trade Certificate in the notified trade issued by National Council for Vocational Training.	1 year
Mechanic Diesel Maintenance	Should have passed 10 th Class Examination or its equivalent and also possess National Trade certificate in the notified trade issued by the National Council for Vocational Training.	2 years

Note:

- (i) Request for change of trade after selection will not be entertained. In respect of Ex-ITI quota, they will be trained in the trade in which they are in possession of ITI certificate.
- (ii) Candidates selected for training will not be allowed to withdraw from training except for reasons, which are beyond their control. After commencement of the training, the candidates have to execute a contract of Apprenticeship.
- (iii) Those who willfully absent themselves are liable to refund the whole cost of their training as well as the amount paid as stipend as determined by the Central Apprenticeship Adviser.

Rate of Stipend

Ex-ITI candidates	The period of training undergone in the ITI shall be taken into account for the purpose of determining the rate of stipend payable
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HOW TO APPLY

Application:

- (i) Applications must be submitted only in the prescribed format..
- (ii) One passport size photo should be pasted in the application in the space provided duly attested by Gazetted Officer.
- (iii) Applications form will be provided at the Chief Work shop Manager Office/S&T/WS/Podanur, Welfare inspector/S&T/WS/PTJ between 10.00 hrs and 13.00 hrs (on all working days) from **21-3-2016 to 22-4-2016** The Processing fee/Cost of application fee is ` .100(Hundred only) which is not refundable is to be enclosed with the application form in this connection necessary postal order should be drawn in favour of the **Work Shop Personnel Officer/S&T/Work Shop, Southern Railway-Podanur, Coimbatore-641 023 Payable at Coimbatore**

No processing/Cost of application fee for SC/ST/PWD/Women candidates but they should enclose the attested copy of the community certificate issued by competent Authority (Revenue Authorities not below the rank of Tahsildar for SC/ RDO for ST) without which will not be entertained. ONLY ONE APPLICATION will be provided to one person and willing candidates may also apply for the same by taking photocopy of the application format enclosed along with the Notification. Any application without enclosed postal order will be summarily rejected without any intimation in this regard. The processing fee/cost of application paid by the candidates will not be refunded.

Submission of Application: The filled in application may be sent by ordinary/Registered post/dropped into allotted sealed box at S&T/Work shop/Podanur on or before **22.4.2016** superscribed as "Application for Apprenticeship Training ó 2016-17 Ex.ITIö

Trade: and sent only by ordinary post /Registered post or drop at S&T/WS to

***The Work Shop Personnel Officer,
Office of the Chief Work Shop Manager,
Signal & Telecommunication Work Shop,
Southern Railway - Podanur
Coimbatore – District Tamil Nadu - 641 023***

vi) The colour photograph of 3.5cm x3.5cm (not earlier than three months from the date of application) with clear front view of the candidate without cap and sunglasses, should be pasted on the template in the space provided. Photostat copy of photo is not permitted. Administration may at any stage reject the application for pasting old/unclear photograph on the application or for any significant variations between photograph pasted in the application form and the actual physical appearance of the candidate. Candidates are advised to keep two additional copies of the same photograph ready for further process.

Last Date of application: The filled application should have reached to S&T/Work shop Podanur on or before **22-4-2016 17.15 hrs.** This Administration is not responsible for any postal delay and the belated applications will not be entertained under any circumstances.

Format of Application: Applications submitted in any format, other than the one provided by this Administration will not be entertained. Incomplete and unclear applications NOT in conformity with any of the conditions of this notification will be summarily rejected.

Applications without requisite enclosures will be summarily rejected.

MODE OF SELECTION:

Selection will be on the basis of merit list prepared in respect of all the candidates who apply against the notification. The merit list will be prepared by committee nominated for the purpose on the basis of percentage of marks in matriculation (with minimum 50% (aggregate) marks) plus ITI marks. In case of two candidates having the same marks, the candidates having older age shall be preferred. In case the dates of birth are also same, then the candidate who passed matriculation exam earlier shall be considered first.

Standard of Physical Fitness:

The candidates should be free from evidence of any contagious or infectious disease. The candidates should not be suffering from any diseases which is likely to be aggravated by service or is likely to render him unfit for training or to endanger of health of the public Candidate should be free from evidence of tuberculosis in any form (active or healed)

Vision should be no evidence of any morbid condition of either eye or the lids of either eye which may be liable to risk or aggravation or recurrence.

The candidates satisfies the minimum standard of physical fitness as prescribed in the Apprentices Act/Rules and the standard prescribed for imparting training to the relevant trades which will be certified by a Railway Doctor.

Higher Qualification:

Candidates with higher qualifications viz. Degree/Diploma holders/Engineering Graduates are not eligible to apply.

Transfer Certificate:

Original Transfer Certificate for completion of qualifying examination (Std. XII/ X/ VIII/ ITI) must be produced during verification of certificates. Transfer Certificate with higher qualifications will not be entertained.

Enclosures:

- (i) ORIGINAL CERTIFICATES should NOT be enclosed with the application.
- (ii) Necessary copy of certificate confirming pass in the course as on the date of the notification (VIII std , X Std mark list, Provisional Certificate/ National Trade Certificate (NTC) certificate/issued by NCVT in the case of ITI, to be enclosed. Mere completion of a course is not sufficient. Must and should enclose
- iii) Proof for date of birth
- (iv) Employment Exchange Registration No issued by the State of Tamil Nadu & Kerala for concerned trade
- (v) Candidates belonging to SC/ST/OBC communities should enclose a community certificate in the format prescribed by the Central Government. Further, in case of OBC candidates, the certificate should specifically indicate that the candidate does not belong to the person/Sections (Creamy Layer)

(vi) *Persons with Disabilities*: He/ She should enclose a Disability Certificate issued by the competent Medical Board.

(vii) Two conduct certificate from Gazetted Officers

(viii) Other qualification /Experience if any

OTHER CONDITIONS

(1) It should be noted that the selection and training are strictly in compliance with the provisions of Apprentice Act,1961 and **NO EMPLOYMENT IS GUARANTEED TO THE APPRENTICES ON COMPLETION OF THEIR TRAINING.**

1) The selected candidates should abide by the rules and regulations framed by the Administration from time to time.

2) If any declaration furnished by the candidate is found to be false, he/she will be disqualified /terminated at any stage of the training period.

3) Selected candidates will have to undergo training wherever training is prescribed for the engagement.

4) Every apprentice who have to completed their apprenticeship training and attend All India Trade test (to be conducted by the National Council for training in Vocational trades to determine the proficiency in the designated trade) and will be given a certificate of Proficiency in the trade by the National Council.

5) Candidates should possess the Academic/Technical qualification required for the relevant trade at the time of submitting their application. The applications of the candidates who are course completed but results waited/Certificates are awaited at the time of application will be rejected.

(S.Thirumurugan)

Workshop Personnel Officer

Signal & Telecommunication/Work shop

Southern Railway-Podanur

Copy to:

GM/Southern Railway/MAS ó for kind information please

CPO/MAS & CSTE/MAS ó for kind information

Chairman RRB/MAS

CWM /S&T/PTJ - for information please

DRM (P) / Southern Railway /Division: Salem (SA) Palghat (PGT) & Trivandrum (TVC)

Sr.DME/Carriage & Wagon Depot/Southern Railway: Erode, Palghat & Trivandrum

Sr.DME/ Diesel Loco Shed/ Southern Railway: Erode & Ernakulam

Sr. DEE/Electrical Loco Shed /Erode

All officer & Supervisory officials/ S&T/WS/PTJ

Sr.AFA/S&T/WS/PTJ

Principal /S&T/Training centre /PTJ, Chief Instructor/BTC/PTJ

The Secretary/ SRMU, AI SC/ST/REA & AIOBCREA- S&T/WS/PTJ

Notice Board /S&T/WS/PTJ Shop & CWM/ Office/PTJ

The Regional Director and Regional Central Apprenticeship Advisor, Guindy, Chennai 32.

The Zonal Director, Backward Class Welfare, South zone Govt of India, Dept of Social Welfare, Chennai

The President, Tamil Nadu Harijan Sevak Sangh, No.18/2 St.Micchelø's road, Chennai-10

The Asst.Director/RI Centre/Government ITI/Coimbatore/ Mettur, Palakkad/Kalamassery/ Trivandrum

The Principal/ Industrial Training Institute/ Coimbatore, Dindigul, Pollachi, Dharapuram, Erode, Palakkad, Malmpuzha, Ernakulam, Tiruvandrum

The District Employment Officer, Employment Exchange Coimbatore, Erode, Nilgiris, Palakkad, Ernakulam, Trivandrum. Copy of the employment Notice No.1 date; **21.3.2016** is forwarded. They are requested to sponsor the Names of suitable candidates who have registered their names with suitable instructions to such candidates to apply in the forms prescribed in the notification.



SOUTHERN RAILWAY

Application Reg.No

Application Serial No

Application Form for engagement of Act Apprentice under the Apprentices Act.1961

(Note: Please read the instructions carefully before filling up the application)

Application for EX.ITI

(Tick Mark)

Application for Fresher

(Tick Mark)

Paste recent passport size photo (3.5cmX3.5cm) not earlier than 3 months from the date of application with clear front view without cap and sunglass
Should be attested by Gazetted officer

1	Name (In Block Letters)							
2	Name of Father/Mother/Husband							
3	Postal Address for communication should be with /Door No /Village or City name /post office Name /Via/Taluk/District/ Pin code / write mobile No	To Contact Mobile No:						
3	If Father/Mother/Husband in Railways whether(Tick Mark)	<table border="1"><tr><td>Serving</td><td><input type="checkbox"/></td><td>Retired</td><td><input type="checkbox"/></td><td>Deceased</td><td><input type="checkbox"/></td></tr></table>	Serving	<input type="checkbox"/>	Retired	<input type="checkbox"/>	Deceased	<input type="checkbox"/>
Serving	<input type="checkbox"/>	Retired	<input type="checkbox"/>	Deceased	<input type="checkbox"/>			
	If so, Furnish the Details	<table border="1"><tr><td>PF NO</td><td>Designation</td><td>Shop/Dept/Division office</td></tr><tr><td><input type="text"/></td><td><input type="text"/></td><td><input type="text"/></td></tr></table>	PF NO	Designation	Shop/Dept/Division office	<input type="text"/>	<input type="text"/>	<input type="text"/>
PF NO	Designation	Shop/Dept/Division office						
<input type="text"/>	<input type="text"/>	<input type="text"/>						
4	Relationship with the Applicant							

5	Gender (Tick Mark)	Male		Female					
6	Date of birth	Date	Month	Year					
7	Religion (Tick Mark)	Hindu		Christian		Muslim		Others	
8	Whether Belongs to SC/OBC- Tahsildar/ ST-RDO Level should be issued	UR		OBC		SC		ST	
(OBC certificate should contain Non Creamy layer Clause)									
9	Whether Physically Challenged If so (Tick Mark)	Yes		NO					
		VH		OH		HH			
10	Educational Qualification (Tick Mark)	Academic:							
		VIII std		10 th /SSLC		HSc/+2			
		Technical Qualification:							
		Trade							
		Periods of studied	From:			to:			
		Result and Passed year							
		Name of the institution/studied							
11	If already completed the Act Apprentices furnish the details								
12	In case of Non ITI candidates/ Freshers, can apply for fitter Trade only								
13	Present Employment details if any								
14	Postal Order No & date for the amount of `100 (Except SC/ST/PH/Women candidates)								
15	Personnel Identification marks (as given in Transfer certificate)	1)							
		2)							

Note: in respect of Sl.No: 6, 8, 9 &10 Xerox copies of certificates duly attested by the Gazetted officer should be enclosed

Declaration

I hereby declare that all the particulars furnishing and the statements made in the application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect my candidature/ engagement is liable to be cancelled /terminated. I agree, if I am selected to undergo training in any trade, offered by the Southern Railway Administration.

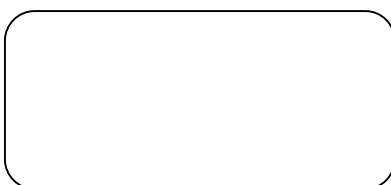
Place:

Signature of the candidate (running letter)

Date:

Name in Block Letter

Left Thumb impression
of candidate



Certification (for wards of serving Railway employees)

This is to certify that Mr./Mrs _____ Father/Mother/Husband of
Shri/Smt _____ is working as _____ in _____

Date:

Signature of the supervisor

Office Seal:

Name :

Designation:

(Note: The wards of serving Railway employees should get the above certification from their immediate supervisor in case of wards of retired/Deceased/Railway employees, the attested copy of service certificate should be enclosed in case of wards of non-Railway employees the attested copy of employment Registration card should be enclosed.)

Check list (Office Use only)

Details	Yes	NO
Application is in the prescribed format		
Photo attestation		
Candidate signature in the application form		
Proof enclosed for community If so whether UR/OBC/SC/ST/		
Certification for wards of Railway employees		
Proof enclosed for wards of Retired/Deceased Railway employees		
Proof enclosed for employment registration in case of Non-Railway employee (Within the jurisdiction of Tamil Nadu & Kerala)		

Details	Description					Proof enclosed	
						Yes	NO
Academic Qualification (Tick mark)	Below VIII std		VIII Std & above		X std & above		
Technical(Mark sheet/ Provisional)/NCVT Scheme	ITI Trade:						
Proof enclosed if physically challenged							
Proof enclosed for Date of birth if so	Under aged		Over aged		Suitable age		

Eligible
(Tick Mark)

Ineligible
(Tick Mark)

Reason for ineligible

1	Not Applied in prescribed format	
2	Photo not attested/ No photo/unclear /Scanned	
3	Under aged	
4	Over aged	
5	Applicant not signed	
6	In completed application	
7	Duplicate application	
8	Certificates not attested/No proof enclosed (8 th /10 th Mark sheet/Provisional certificate issued by NCVT	
9	No proof for employment registration (Tamil Nadu & Kerala)	
10	Diploma Holder/Higher Qualification	
11	Not Acquired requisite qualification	
12	certificate issued by SCVT	

Committee Member-1

Committee member-2

Committee Member-3

Instructions to candidates applying for Act/Trade Apprenticeship Training at S&T/Work shop/Podanur /Palakkad Division/Salem Division/Trivandrum Division

1. The Applicants who have registered with a local employment exchange falling in the state of Tamil Nadu and Kerala are eligible to apply. However for wards of Railway employees such registration with local employment exchange will not be required and there should be clear indication in application & envelope that the candidate is ward of Railway employee. As a proof, candidate must enclose the copy of Service Certificate/Declaration from the Railway Employee which should be attested by the Gazetted officer of the concerned unit.
2. Candidate's photo on application should be attested by Gazetted officer
3. Candidate should not write anything on the application
4. Community Certificate is to be obtained: SC/OBC (Revenue Authorities not below the rank of Tahsildar) & ST- Revenue Divisional Officer without which will not be entertained
5. Minimum Educational Qualification:

Designated Trades	Minimum Essential Educational Qualification	Period of Apprenticeship Training
Fitter, Machinist & Turner	Should have passed 10 th plus ITI relevant trade (with minimum 50% marks aggregated)	1 year
Carpenter & Welder	Should have passed 8 th plus ITI relevant trade (with minimum 50% marks aggregated)	Welder - 1 year, Carpenter-2 Years
Electrician /Electronics Mechanic	Should have passed 10 th plus ITI relevant trade (with minimum 50% marks aggregated)	1 year
Mechanic Diesel Maintenance	Should have passed 10 th plus ITI relevant trade (with minimum 50% marks aggregated)	2 years

6. Age Limit: The age as on 22.4.2016 should have completed minimum 15 years of age and should not have completed 24 years as on the cut off date for receiving of application

Candidates	Age Group	Upper Date of birth			Lower date of birth of all	Remarks
		UR	OBC	SC/ST		
Ex.ITI	15-24	23.4.1992	23.4.1989	23.4.1987	21.4.2001	*

*The upper age limit is relaxable by 3 years for OBC candidates, 5 years for SC/ST candidates and 10 years for Persons with Disabilities (PWD) candidates.

7. The Processing fee is `100(Hundred only) (No Fees for SC/ST/PWD/women candidates) which is not refundable is to be enclosed with the application form in this connection necessary postal order should be drawn in favour of the **Work Shop Personnel Officer/S&T/Work Shop, Southern Railway-Podanur Coimbatore-641 023 Payable at Coimbatore)**

8. The last date of receipt of filled application in this office is **22.4.2016** time **17.15** Hrs and send to address to **The Work Shop Personnel Officer, Office of the Chief Work Shop Manager, Signal & Telecommunication Work Shop, Southern Railway –Podanur, Coimbatore –Dt Tamil Nadu - 641 023 or dropped into allotted sealed box at S&T/Work shop/Podanur**

9. Further information may please be contacted to CWM/office/S&T/WS/Podanur

Conduct Certificate

This is to certify that Shri _____

S/o _____ is known to me for the last _____ years

his/her conduct and character are _____

Signature :

Name :

Designation with rubber stamp

Conduct Certificate

This is to certify that Shri _____

S/o _____ is known to me for the last _____ years

his/her conduct and character are _____

Signature :

Name :

Designation with rubber stamp