

**आईआरईएल(इंडिया) लिमिटेड IREL (India) Limited**

रेअरअर्थ्वप्रभाग Rare Earths Division

उद्योगमंडल Udyogamandal

कोच्चि Kochi-683501

Notification No.: IREL/RED/Apprentices Engagement/2022/01

Date of notification: 07.12.2022

**ENGAGEMENT OF APPRENTICES UNDER THE APPRENTICES ACT, 1961 IN  
RARE EARTHS DIVISION, UDYOGAMANDAL**

Rare Earths Division of IREL (India) Limited (formerly Indian Rare Earths Limited), invites applications from eligible Indian nationals meeting the following eligibility criteria for engagement of 21 Apprentices under Apprentices Act, 1961 at Rare Earths Division, located at Udyogamandal, Kochi, Kerala.

2. The details of the designated trades, qualification, and number of seats for training are given in the following table:

Sl. No	Designated Trades	Qualification	Duration	Seats for training
1	Chemical Engineering	Graduate in Chemical Engineering	1 Year	4
2	Civil Engineering	Graduate in Civil Engineering	1 Year	1
3	Mechanical Engineering	Graduate in Mechanical Engineering	1 Year	1
4	Computer Engineering	Graduate in Computer Engineering	1 Year	1
5	LACP	Passed B.Sc. (Chemistry Degree) or passed ITI Laboratory assistant (Chemical Plant) trade.	1 Year	5
6	PASSA / COPA	Passed ITI PASSA / COPA trade	1 Year	2
7	MMV (Mechanic Motor Vehicle)	Passed ITI Motor mechanic trade.	1 Year	1
8	Fitter	Passed ITI Fitter trade	1 Year	2
9	Welder	Passed ITI Welder trade	1 Year	2
10	Electrician	Passed ITI Electrician trade	1 Year	2

3. Candidates with qualification acquired through Distance Learning Mode or Part Time Mode or Correspondence Mode shall not be considered.

4. Candidates who have already undergone or are currently undergoing Apprenticeship training under Apprentice Act, 1961 in any Govt. /Public Sector/Private Industrial organization are NOT eligible.

5. Candidates having higher/professional qualification need not apply.

6. As on the last date of application, age of the candidate should be minimum 18 years and maximum 25 years. Age relaxation for SC/ST categories is up to 5 years, for OBC (NCL) up to 3 years and for PWBD up to 10 years.

7. Duration of the apprenticeship is as shown in the table above for the respective Trades.

8. Rate of stipend of the apprentices will be as prescribed under the Apprenticeship Rules, 1992 and as notified by Government from time to time.

9. During the period of training, IREL (India) Limited will not provide any other benefit or financial assistance to apprentices.

10. Reservations

Reservations will be applicable as per the prescribed percentage applicable to the State of Kerala. Relevant Government guidelines with regard to reservation for engagement of apprentices shall apply.

11. Selection Methodology

11.1 The candidates who are fulfilling the criteria w.r.t educational qualification and age are only eligible for engagement as apprentices on the basis of merit list based on marks scored in specified educational qualification, subject to being found "Medically Fit" by Company's authorized Doctor. Wherever there is a tie, higher marks of specified educational qualification will be taken. If both are equal, seniority of date of birth will be taken.

11.2 The following priority (as applicable to RED) will be adopted for selection of apprentices:

- A. Candidates belonging to Land Affected Category (in respect of RED, if any, applicable) (Documentary proof to be enclosed)
- B. Candidates from the peripheral villages situated within 10km radius of Rare Earths Division (RED) (Documentary proof to be enclosed) and wards of serving employees.
- C. Ernakulam District (Documentary proof to be enclosed)
- D. Kerala State (Documentary proof to be enclosed)
- E. Others

11.3 In case final aggregate marks is not mentioned in Certificate or in Final mark-sheet, total marks of all the semesters/ years will be considered as the marks scored in the Qualifying Examination.

11.4 Wherever CGPA or other grades in qualifying examination are awarded, equivalent percentage of marks should be indicated in the application as per norms adopted by concerned University/ Institute. The candidate shall be required to submit a certificate to this effect from the University/ Institute at the time of document verification.

11.5 Candidates will be called for document verification in the order of merit. They are required to submit ORIGINAL documents along with one set of self-attested photocopies of documents with regard to educational qualification, age and caste/PWBD (if applicable) and other documents as specified in the advertisement. Candidature will be rejected in case candidates fail to produce the original document or he/she is found not satisfying the eligibility criteria.

11.6 Shortlisted candidates shall undergo Medical Examination and will have to be declared "Medically Fit" by Company authorized Medical Officer before engagement as Apprentice. Final selection of candidate is subject to medical fitness by Company authorized Medical Officer.

11.7 Rare Earths Division (RED) being highly protected area, Apprentices will be allowed entry only after submission of Police Verification Certificate duly issued by concerned Police authorities of the area in which the candidate normally resides. Candidate may take parallel action to obtain the Police Verification Certificate, which is a mandatory requirement, to be produced upon Selection prior to joining the training.

11.8 If selected, candidates can be assigned to any Department of the unit for the Apprenticeship Training.

- 11.9 The selected candidates shall execute a Contract with the respective authority as per the Apprentices Act.
- 11.10 The candidates should NOT have undergone Apprenticeship either in IREL (India) Limited or in any other organization, earlier or pursuing Apprenticeship Training as per the Apprentices Act, 1961, as amended from time to time.
- 11.11 IREL (India) Limited shall have no obligation to offer regular employment to Apprentices during and/or after the completion of the apprenticeship period. After successful completion of Apprenticeship period, candidates shall be relieved from the respective work area.
- 11.12 Any corrigendum/addendum etc. or updates with regard to this advertisement shall be made available on our website **www.irel.co.in** only. Candidates are thus advised to periodically visit our above websites as all future correspondence and latest information shall be available only on our website.
- 11.13 The candidature of the applicant would be provisional and subject to subsequent verification of certificates. In case it is detected at any stage of engagement or thereafter that a candidate does not fulfill the eligibility norms and/or that he/she has furnished any incorrect/doctored/false information/certificate/documents or has suppressed any material fact(s), his/her candidature will stand cancelled. If any of these shortcomings is/are detected even after engagement, his/her engagement is liable to be terminated.
- 11.14 The decision of Management will be final and binding on all candidates on all matters relating to eligibility, acceptance or rejection of the applications, mode of selection, cancellation of the selection process either in part or full, higher qualification etc. No correspondence will be entertained in this regard. Filling up of the seats for training is solely at the discretion of the management based on suitability of candidates and no claim will arise for engagement, if some of these seats are not filled due to unsuitability/ insufficient number of candidates.
- 11.15 Applications which are incomplete or not fulfilling the eligibility criteria shall not be considered "Eligible" and treated as "Rejected".
- 11.16 Service Terms and conditions of the apprentices shall be governed by The Apprentices Act, 1961 and Apprenticeship Rules 1992 as amended from time to time.

## **12. How to apply for Apprenticeship**

- 12.1 Interested eligible candidates for Technician Apprentices and Graduate Apprentices, must enroll themselves in the National Apprenticeship Training Scheme (NATS) Portal of MHRD before applying against this advertisement. If not enrolled, candidates may register at <https://portal.mhrdnats.gov.in>. Eligible candidates for Trade Apprentices must register themselves in the Portal of Ministry of Skill Development And Entrepreneurship, Government of India before applying against this advertisement. If not registered, candidates may register at <http://www.apprenticeship.gov.in> or <https://apprenticeshipindia.org/>.
- 12.2 The applications will not be accepted without registration in the above mentioned web portal.
- 12.3 The candidates for Trade Apprenticeship have to apply for the respective apprenticeship through the Establishment Registration No. E11153200006 and candidates for Technician Apprentices and Graduate Apprentices have to apply for the respective apprenticeship through the Establishment Registration No. SKLERC000015. Last date of online application shall be **14.12.2022**. Application received online after the said date will not be considered for

processing. Applications of candidates which have been received already during this financial year also shall be considered.

- 12.4 However, submitting the **scanned copy of application by email is a must** for screening/selection. The application should be submitted in the proforma given in this advertisement as in Annexure A, preferably on A4 size paper. The subject of the email shall be **“APPLICATION FOR ENGAGEMENT OF APPRENTICES AGAINST NOTIFICATION NO. IREL/RED/Apprentices Engagement/2022/01”**
- 12.5 Candidates should submit scanned copies of self-attested photocopies of the following certificates/ documents along with their application:
- 10<sup>th</sup> pass/Matriculation certificate issued by the concerned Education Board/ Birth Certificate issued by the Concerned Authority as proof of date of birth. No other document will be accepted for verification of date of birth.
  - 10th Mark Sheet.
  - SC/ST/OBC (NCL)/EWS/Disability certificates by reserved category candidates in the prescribed format issued by the Competent Authority. OBC non-creamy layer status should be valid and be issued by the Competent Authority.
  - Declaration form by OBC-NCL, as applicable.
  - For Trade Apprentices, Semester-wise/year-wise mark sheets and ITI Pass certificate in respective Discipline; for Diploma Apprentices, Semester-wise/year-wise mark sheets and Certificate of full-time Diploma in Engineering and for Graduate Apprentices, Semester-wise/year-wise mark sheets and Certificate of full-time Engineering Graduation Degree.
  - Nativity Certificate.
  - Aadhaar Card.
- 12.6 Scanned copy of the duly filled in application form affixing passport size photograph of the applicant on the space provided along with all supporting documents is required to be sent to the following address:

**hrm-red@irel.co.in**

- 12.7 The filled in application by email should reach us on or before 14.12.2022. Applications received after 14.12.2022 for any reasons will not be considered.
- 12.8 Under no circumstances the company will be responsible for any delay/ non-delivery/ technical error etc. of the email. No correspondence in this regard will be entertained.

### **13. Verification of documents**

Physical verification of the original documents shall be done prior to joining date, on a specific date. A provisional offer letter of training will be sent via mail once the candidate is selected. A print out of the same may be brought during document verification. The original documents mentioned in clause 12.5 along with a self-attested copy should be brought for verification.

<b>Last date of receipt of online application &amp; email containing scanned copy of Filled in application as per proforma, along with requisite documents</b>	<b>14.12.2022</b>
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आईआरईएल(इंडिया) लिमिटेड IREL (India) Limited  
रेअर अर्थ्स प्रभाग Rare Earths Division  
उद्योगमंडल Udyogamandal, कोचीन Cochin-683501

Ref: Advt. No. IREL/RED/Apprentices Engagement/2022/01 dated 07.12.2022

Affix your recent  
passport size  
photograph

**Application for engagement as Graduate/Diploma/Trade Apprentice**

(Please fill in BLOCK LETTERS only)

A. Portal Registration No:

B. Aadhaar No:

1) Name in full:

2) Father's Name:

3) Husband's Name:

4) Nationality:

5) State of Domicile:

6) Gender :

Male	Female
<input type="checkbox"/>	<input type="checkbox"/>

7) Marital Status:

Married	Unmarried	Widown/ Widower	Divorcee
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(Tick mark appropriate cells)

8) Date of Birth:

9) Age as on 14.12.2022:

10) Category :

GEN	OBC (NCL)	SC	ST	PWBD	EWS
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(Tick the appropriate category and enclose valid certificate from the appropriate Authority for categories other than general).

11) Religion:

HINDU	MUSLIM	CHRISTIAN	SIKH	SPECIFY, IF OTHERS
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>

(Tick mark/ indicate in appropriate cell)

12) Permanent Address:

<input type="text"/>			
<input type="text"/>			
<input type="text"/>			
State	<input type="text"/>	Pin Code	<input type="text"/>

13) Local Address/  
Address for communication

<input type="text"/>			
<input type="text"/>			
<input type="text"/>			
State	<input type="text"/>	Pin Code	<input type="text"/>

14) Contact details:

STD code		Tel. No.	
Mobile No.		E-mail ID	

15) Details of qualifications:

Examination Passed	Name of Institute	Year of Passing	Max Marks	Marks Obtained	% of Marks

16) Whether Land Displaced (in respect of RED, if any, applicable) :

Yes	No

(Tick mark appropriate cell)

If Yes, please provide details:			
Land Area		Award/ Cert. No. (if issued)	

17) Whether belonging to Peripheral villages within 10 km radius from the RED plant (Tick mark appropriate cell)

Yes	No

If yes, please provide details: Nativity/ Residential Certificate

18) Whether ward of IREL Employee :

Yes	No

(Tick mark appropriate cell)

If yes,

Name of Parent:		Emp. No	
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19) Languages known (Fill up/ Tick mark appropriate cells):

	Read	Write	Speak
(i) Mother tongue			
(ii) Other languages			

I hereby declare that the facts given by me above are to the best of my knowledge, correct. If any of the facts herein above mentioned are found to be incorrect or false at a future date, my engagement in IREL may be terminated.

Place:

Date:

(Signature)