

Annexure 'A'

WEB ADVERTISEMENT FOR ENGAGEMENT OF TECHNICIAN (DIPLOMA) & GENERAL STREAMS GRADUATE SUCH AS B.SC./B.COM./B.A. APPRENTICESHIP TRAINING UNDER SECTION 8(3A) OF THE APPRENTICES ACT-1961, (AS AMENDED IN 1973, 2014 & 2019) FOR ONE YEAR.
(No.F/17/HRD/T(D)-GSGAPP/01 DTD. 16/06/2025)

ORDNANCE FACTORY BHUSAWAL invites applications for engagement of Technician (Diploma) and General Streams Graduate such as B.SC./B.COM./B.A. Apprentices in accordance with the provisions contained in the Apprentices Act-1961 (As amended in 1973, 2014 & 2019) for a period of one year as per details given below:

1.0 Apprentices to be engaged:

Number of vacancy: For Technician (Diploma) = 06, For General Streams Graduates = 40, Total = 46

Sl. No.	Name of Trade	Group Code	Categories					PH/PWD
			UR	OBC	SC	ST	Total	
(A)								
01	Diploma in Mechanical Engineering	DME	02	01	00	00	03	
	Diploma in Electrical Engineering	DEE	02	01	00	00	03	
			04	02	00	00	06	
(B)								
	Bachelor of Science	B.Sc.	08	04	01	01	14	02
	Bachelor of Commerce	B.Com.	07	04	01	01	13	
	Bachelor of Arts	B.A.	07	04	01	01	13	
			22	12	03	03	40	

2.0 Essential Education Qualifications and Eligibility :

(A) For Technician (Diploma) Apprentices:-

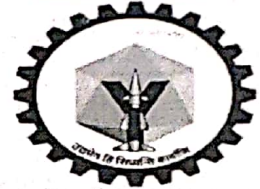
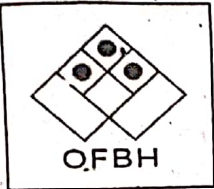
- (1.) Diploma in Mechanical Engineering
- (2.) Diploma in Electrical Engineering

(B) For General Streams Graduate Apprentices:-

Graduate Degree in General Streams (such as B.Sc./B.Com./B.A.) from the recognized University.

3.0 A candidate is not eligible to undergo apprenticeship training if the gap is more than two years.

(1/5)



(2)

- 4.0 If the gap between the date of declaration of result and date of commencement of training is more than one year, an affidavit on stamp paper duly signed by Magistrate/Notary has to be submitted by the candidate, matter of the affidavit will remain same as of declaration in the format given.
- 5.0 **Qualifying /Age limit :** As per apprenticeship Act to undergo Apprenticeship training, the minimum age limit is 14 years and there is no upper age limit. However, the candidates between 14-18 years are not eligible to sign the Contracts being the minor. Their contracts are required to be signed by their Guardians.
- 6.0 **Period of Training:** - One year. Training shall be terminated after completion of one year.
- 7.0 This is purely a training course & thus any claim of employment after completion of training does not arise.
- 8.0 The selection can be cancelled at any time before or during the training of one year, if any document or information is found incorrect.
- 9.0 In complete application/application received after the due date will be automatically **REJECTED** & no complaints/representation will be entertained in this regard.
- 10.0 No Hostel accommodation will be provided to the selected candidates by Ordnance Factory Bhusawal. Government quarters will be issued on request of candidates subject to availability at O.F.Bhusawal on paid basis as per YIL/HQ policy.
- 11.0 No traveling expenses will be provided to the selected candidates if the candidate has called for document verification, medical examination and registration process.
- 12.0 **Important dates/Calendar Events:** - Last date for receipt of application at Ordnance Factory Bhusawal is 21 days from the date of last publication of advertisement in news paper/ddpdoo Portal/NATS Portal.
- 13.0 **Rate of Stipend:-**
 (i) For Technician (Diploma) Apprentices: - Rs. 8000/- per month consolidated.
 (ii) For Graduate Apprentices :- Rs. 9000/- per month consolidated.
- 14.0 **Standard of Physical Fitness:** As per the Apprentices Act-1961, Apprenticeship Rules 1992 and amended thereof
- 15.0 **Reservation:-** As per Apprentices Act.
 (a) A copy of certificate from competent issuing authority is required to be submitted for obtaining reservation for SC/ST/OBC & PH.
 (b) OBC candidates are required to submit Non-Creamy-layer certificate (NCLC) valid as on closing date of receipt of application.
 (c) The PH candidates will be placed on selection in appropriate category wise i.e. UR/OBC/SC & ST. Provisionally selected candidates in PH category will be confirming subject to verification PH Certificate issued by Civil Surgeon.
 (d) Candidates not having valid certificate in respect of reservation will be considered as unreserved candidate.

(2/5)

(3)

16.0 Submission of application Form :-

Interested candidates may apply as per given application format (as per Annexure 'B') and condition mentioned above address to the following address so as to reach this office within 21 days of publication of the advertisement in news paper. Address details as under:

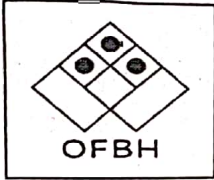
THE EXECUTIVE DIRECTOR,
ORDNANCE FACTORY BHUSAWAL,
A UNIT OF YANTRA INDIA LTD.
BHUSAWAL, DIST- JALGAON (MAHARASHTRA STATE), PIN- 425 203

17.0 Application is to be forwarded in sealed envelope with title as "APPLICATION FOR THE POST OF TECHNICIAN (DIPLOMA) OR GENERAL STREAMS GRADUATE APPRENTICE TRAINING (Group code is necessary) with self attested photo copies of mark sheets of all semester, caste certificate, Non-creamy-Layer certificate (if applicable) and other required Certificates.

9.0 Mode of selection & joining process of the candidates:-

- Candidates will be selected only on merit, no interview or test will be taken for the selection.
- For preparation of merit list, in case of two candidates having the same marks/percentage (tie case) the candidates with older age shall be preferred. If the dates of birth are also the same then the candidates who passed Matriculation examination earlier (year) shall be considered first. Even if the year of passing of Matriculation examination is same, the candidate name in alphabetical order appearing first will be considered first.
- Wherever, CGPA/OGPA/DGPA or letter Grade in a degree is awarded, its equivalent percentage of marks must be indicated in the application form as per norms adopted by University/Institute. Proof of norms adopted by the University/Institute to convert CGPA/OGPA/DGPA in to percentage is necessary to submit by the selected candidates at the time of verification of documents.
- Merit list will be published on the notice board of Main Gate of OFBH and selected candidates will be called for the verification of documents.
- Candidates have to submit all desired documents during document verification. In case of failure to submit any of the desired documents, the candidate will not be permitted for further process.
- After verification of documents of selected candidates police verification will be carried out. Selected candidates will be called for medical examination before joining after receipt of clear PVRs.

(3/5)



(4)

- vii) Engagement of selected candidates will be subject to their passing the Medical Examination conducted by OFB Hospital.
- viii) It is mandatory for the selected candidates to register themselves on NATS 2.0 Portal www.khrdnats.gov.in and the same will be verified on the day of document verification. Selected candidates will not be allowed to join for training until the candidates complete the total registration process on NATS 2.0 Portal and after generating their contract registration form on NATS 2.0 Portal successfully only.
- ix) A waiting list will also be created while publishing the merit list.
- x) No Hostel accommodation will be provided to the selected candidates by Ordnance Factory Bhusawal.
- xi) If the gap is more than one year, the affidavit has to be furnished on stamp paper as per the given format (Annexure 'C').
- xii) Copy of declaration/affidavit to be submitted along with application form (Annexure ' B ')
- xiii) No traveling expenses will be paid to the selected candidates if the candidate has called for document verification, medical examination and registration process.
- xiv) Any clarification/doubts regarding the clause/norms in the advertisement the decision of Competent Authority of OFBH is final.

A security bond will be taken from the selected candidates in case the candidates leave during the training.

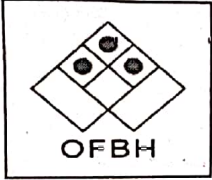
Declaration/Affidavit:-

- a) The declaration/affidavit as per Annexure 'C' is to be filled up by the applicants.
- b) The declaration has to be signed by the candidate, if the gap between date of passing and date of joining the apprenticeship training is one year.
- c) If the gap is more than one year, the affidavit has to be furnished on stamp paper in the above format duly signed by Magistrate/Notary.
- d) Copy of declaration/affidavit to be submitted along with application form (Annexure'B') and original to be submitted during Document Verification.

List of documents along with original to be submitted during document verification (if invited for)

- (i) Copy of Aadhaar Card as ID Proof.
- (ii) School leaving certificate
- (iii) Copy of SSC (10th) Mark sheet & SSC (10th) Board Certificate
- (iv) Copy of Diploma mark sheet(along with all semesters/years) & final certificate issued by Technical Board (for diploma candidates only who are applying for the Technician (Diploma) Apprenticeship.
- (v) Copy of mark sheet (along with all semesters/years) & final certificate issued by University (for Graduate candidates only who are applying for the Graduate Apprenticeship.

(4/5)



(5)

- (vi) Copy of caste certificate for SC/ST/OBC candidates & validity certificate, Non-Creamy-Layer certificate of OBC candidate. Physical Handicapped certificate for PH candidates.
- (vii) Declaration affidavit as per format on plain paper at the time of application
- (viii) Declaration affidavit as per format on stamp paper (Non judicial) at the time of document verification if the candidate is selected.
- (ix) 03 copies of passport size colored photographs.

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(5/5)

वर्ष 2025-26 के लिए आयुध निर्माणी, भुसावल में

टेक्निशियन (डिप्लोमा) तथा सामान्य स्ट्रीम स्नातक जैसे B.Sc./B.Com./B.A. प्रशिक्षुओं की नियुक्ति के लिए आवेदन प्र-पत्र Application form for engagement as Technician (Diploma) & General Streams Graduate such as B.Sc./B.Com./B.A. Apprentices in Ordnance Factory Bhusawal for the year 2025-26.

(बड़े अक्षरों में लिखें / TO BE FURNISHED IN CAPITAL LETTERS)

ग्रुप कोड Group Code	
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PASS PORT SIZE PHOTO पास पोर्ट फोटो चिपकाए

सेवा में,

कार्यकारी निदेशक

आयुध निर्माणी, भुसावल

यंत्र इंडिया लिमिटेड की इकाई

THE EXECUTIVE DIRECTOR
ORDNANCE FACTORY BHUSAWAL
A UNIT OF YANTRA INDIA LTD.

संदर्भ :- विज्ञापन / Advertisement in ----- दिनांक dated ----/----/2025

(समाचार पत्र का नाम Name of the News Paper)

मैं प्रशिक्षु अधिनियम -1961 (संशोधित) 1973, 2014 और 2019 तथा उसके नियमों के अंतर्गत आयुध निर्माणी, भुसावल में एक वर्ष का शिक्षुता प्रशिक्षण प्राप्त करने के लिए टेक्निशियन (डिप्लोमा) तथा सामान्य स्ट्रीम स्नातक जैसे B.Sc./B.Com./B.A. के रूप में नियुक्ति के लिए येततद्वारा आवेदन करता हूँ।

I hereby apply for engagement as Technician (Diploma)/General Streams Graduate such as B.Sc. /B.Com./B.A. Apprentice trainee in Ordnance Factory Bhusawal for undergoing one year Apprenticeship training under Apprenticeship Act-1961 as amended in 1973, 2014 & 2019 and Rules made their under. My Bio-data is furnished below:

1. पूरा नाम / Full Name:

2. पिनकोड सहित पत्राचार के लिए पता / Address for communication with PIN Code:

3. जन्म तारीख / Date of Birth

DD		MM		YY			

4. क्या सामान्य /अनु.जा./अनु.जा.ज/

अन्य पिछड़े वर्ग के हैं ?

GEN/SC/ST/OBC ?

5. यदि शारीरिक विकलांगता है ?

Whether If PWD Category

OTHERS

5. लिखें की कौन सी डिप्लोमा के तथा/ शाखा के स्नातक है:-

State whether Diploma in Mechanical / Diploma In Electrical:-

Diploma in	
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Graduate in B.Sc./B.Com./B.A.	
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6. शैक्षणिक अर्हता का विवरण / Details of Educational Qualification:

- i) डिप्लोमा / स्नातक का कॉलेज / विश्वविद्यालय: _____
College/University of Diploma/Graduate
- ii) डिप्लोमा/ स्नातक उत्तीर्ण करने का वर्ष: _____
Year of Passing Diploma/Graduation
- iii) अंतिम वर्ष के परिणाम के घोषणा की तारीख : _____
Date of declaration of result of final year
- iv) अंतिम वर्ष में प्राप्तांक का प्रतिशत _____
Percentage of Marks in Final year
- (v) सी.जी.पी.ए. (यदि है तो) CGPA (If applicable) _____

7. संपर्क सूचना / Contact Details:

मोबाइल/mobile	+	9	1											
ई-मेल आई डी E-mail ID														
आधार संख्या Aadhaar No.														

8. मैं एतद्वारा घोषणा करता हूँ कि / I hereby declare that:

- i) उपरोक्त विवरण मेरी जानकारी एवं विश्वास के अनुसार सही है ।
The particulars given above are true and to the best of my knowledge and belief.
- ii) मैंने शिक्षता अधिनियम के अंतर्गत कोई प्रशिक्षुता प्रशिक्षण प्राप्त नहीं किया है, अथवा स्नातक करने के पश्चात मुझे एक वर्ष या उससे अधिक कार्य का अनुभव नहीं है ।
I have not undergone any Apprenticeship training under Apprenticeship Act or do not have job experience of one year or more after acquiring the Graduation.
- iii) मैंने वेबसाइट <http://ddpdoo.gov.in/units/OFBH> पर विज्ञापन को पूरा पढ़ा है और प्रशिक्षु प्रशिक्षण के लिए अर्हता मानदंड को पूरा करता हूँ । यदि मुझे दस्तावेजों सत्यापन तथा साक्षात्कार के लिए बुलाया जाता है तो मूल प्रतियाँ सहित अपेक्षित दस्तावेजों की प्रतियाँ को जमा करूंगा ।
I have gone through the advertisement in web site <http://ddpdoo.gov.in/units/OFBH> and meet the eligibility criteria for Apprenticeship Training. I will submit copy of all desired documents along with original, if called for document verification.

अभ्यर्थी का हस्ताक्षर / Signature of Candidate

स्थान /Place :-

दिनांक / Date :-/...../2025

अभ्यर्थी का नाम / Name of Candidate

DECLARATION/AFFIDAVIT

(To be submitted by the candidate during verification of documents)

Ison/daughter of

-----aged..... residing at

Hereby solemnly affirm and state as under:

i) That I passed my Degree (B.Sc./B.Com./B.A.) Certificate Examination in

From -----College/University

At (Place)

The date of declaration of my final year result is

ii) That after passing the above said examination:

a) I did not have training or job experience for one year or more

b) I did not undergo Apprenticeship Training at any place under the Apprentices Act.

The above statement is true to the best of my knowledge and belief.

Date:-

Signature of Apprentice

Place:-

Note:-

- i) The above declaration has to be signed by the candidate, if the gap between date of passing and date of joining the Apprenticeship Training is less than one year.
- ii) If the gap is more than one year, the affidavit has to be furnished on stamp paper In the above format. Duly signed by Magistrate/Notary.
- iii) Copy of the declaration/Affidavit to be submitted along with application form & original to be submitted during Document Verification.

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