

Modern Coach Factory, Raebareli

Office of the
General Manager (P)

Notice No. MCF/RBL/AA01/2020

Dated 28.10.2020

Engagement of Act Apprentices (3rd Batch) under the Apprentices Act 1961

ONLINE applications are invited from ELIGIBLE and desirous candidates for engagement of Act Apprentices under the Apprentices Act 1961 for imparting training at Modern Coach Factory, Raebareli. Imparting Training in Railway will not confer any right to the candidates for their absorption in Railway after successful completion of training. It shall not be obligatory on the part of the MCF Administration to offer any employment to the Apprentice on completion of period of his/her apprenticeship training in his/her establishment.

Candidates are advised in their own interest to submit ONLINE application much before the closing date, to avoid possible inability/failure to log on to the website of MCF on account of heavy load on the internet or website jam during last days. MCF will not accept any responsibility for the candidates not being able to submit their application within the last day on account of aforesaid reasons or any other reason, whatsoever.

IMPORTANT DATES	
Date and Time of opening of Online Application.	At 1200 Hrs on 02.11.2020
Date & Time of Closing of Online Application	At 1200 Hrs on 01.12.2020
Expected Date of Display of Merit	Between 15.12.2020 to 31.12.2020

Details of Trade: - Candidates are advised to go through the available training slots given below vis-à-vis their ITI Trade thoroughly/carefully and select the Trade accordingly. It should not happen that candidate select a Trade where there is no training slot available for ITI Trade. In such a situation their application may eventually become meaningless, as they would not be allowed to make any changes after the final submission. Moreover, a candidate is also not allowed to make any changes in the trade subsequently or submit multiple applications as in such an eventuality all the applications shall be summarily rejected.

S.N.	Trade	No of Slots							
		UR	SC	ST	OBC	EWS	Total	PwBD	Ex.SM
01.	Fitter	24	08	04	14	05	55	02	02
02.	Electrician	16	05	02	09	03	35	01	01
03.	Welder	10	03	01	05	01	20	--	--
Total		50	16	07	28	09	110	03	03

Note:-

- (i) The number of training slots shown in this Notification is provisional and the same is liable to increase or decrease depending upon the


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actual need of the administration at the time of finalization of merit and is inclusive of PwBD & Ex-Service Men slots.

- (ii) When the prescribed number of persons belonging either to the Scheduled Castes OR to the Schedule Tribes are not available, the training places so reserved for them may be filled by persons belonging to the Schedule Tribes OR to the Schedule Caste, as the case may be and if the prescribed training places cannot be filled even by the above given manner, then the training places so lying unfilled may be filled by persons not belonging to the Schedule Caste OR the Schedule Tribe. Similarly, the seats remaining unfilled by OBC candidates will be filled by UNRESERVED category.
- (iii) An Ex-servicemen candidate selected under the reservation provided for them is to be placed in the appropriate category viz. UR/SC/ST/OBC to which he belongs. Ex- servicemen, their children and children of Armed Force personnel will be engaged for Apprenticeship as per details mentioned below:
- a) Children of deceased/disabled Ex-servicemen including those killed/disabled during peace time.
 - b) Children of Ex-servicemen
 - c) Children of Serving Jawans
 - d) Children of Serving Officer
 - e) Ex-Servicemen
- (iv) Person with Benchmark Disability (PwBD) who wants to avail the benefit of reservation must produce a disability certificate issued by a competent authority i.e. Medical Board duly constituted by the Central or State Government including one specialist in the particular field for assessing disability. PwBD candidates will be considered for training if his/her disability is suitable for the trade notified and applied according to the Act Apprentice Rules as applicable in Railways. Accordingly, it is advised to the candidates that it must be ensured about the suitability of their candidature with reference to their disability and identification of the trade to the said disability under the rules.

2.0 ESSENTIAL QUALIFICATION: - (as on 01.12.2020)

The candidate must have passed 10th class examination or its equivalent (under 10+2 examination system) with minimum 50% marks, in aggregate, from recognized Board and must have passed ITI in relevant trade issued by NCVT/SCVT recognized by Government of India.

NOTE: - The candidate should have already passed the prescribed qualification on the last date of application (i.e. 01.12.2020).

3.0 Age Limit: (as on 01.12.2020.)

3.1 The candidates should have completed 15 years of age and should not

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- have completed 24 years of age as on the last date of application (i.e. 01.12.2020).
- 3.2 Upper age limit is relaxable by 05 years in case of SC/ST candidates, 3 years in case of OBC candidates.
 - 3.3 For Persons with Benchmark Disability, upper age limit is relaxed by 10 years.
 - 3.4 Upper age limit is relaxable up to additional 10 years for ex-servicemen to the extent of service rendered in Defence Forces plus 03 years provided they have put in a minimum of 6 months service at a stretch, except Ex-servicemen who have already joined the Govt. service on Civil side after availing the servicemen status for the purpose of their engagement. However, regardless of community, Ex-servicemen will be considered against the Ex-servicemen quota, if available. If UR vacancies are not available then only Ex. serviceman belonging to those particular communities where vacancies are available will be considered against the ex-servicemen quota.
 - 3.5 The candidate, who wants to avail of the benefit of reservation of SC/ST, must produce his/her Caste certificate on **Central Government format** issued by appropriate authority at the time of Document Verification. Similarly, the candidates who want to avail the benefit of reservation of OBC must produce Caste certificate and Non-Creamy Layer Certificate on **Central Government format** issued by appropriate authority.
 - 3.6 The candidates who want to avail of the benefit of reservation of Ex-servicemen and Armed Forces Personnel, must produce Discharge Certificate and in case of children of Ex- servicemen and children of Armed Forces Personnel, they must produce Discharge Certificate or Armed Forces Serving Certificate respectively (as the case may be) of his/her parents at the time of document verification.
 - 3.7 The candidates who want to avail the benefit of reservation of PwBD must produce PwBD certificate issued by competent authority under the rules.

4.0 APPLICATION FEE (NON-REFUNDABLE) Rs. 100/-

- 4.1 Application fee is to be paid through **ONLINE MODE** and MCF will not accept Application fee in Cash/Cheque/ Money order/IPO/ Demand Draft/ Central Recruitment Fee Stamps etc. Candidate to note that MCF is not responsible for incomplete or pending online application fee transaction for whatever reason. In such case candidate need to proceed with fresh/new transaction of payment of application fee. Transaction charges for online payment, if any, will be borne by the candidates. On successful completion of the transaction, e-receipt with the date entered by the candidate will be generated which should be printed and retained by the candidate.
- 4.2 No fee is required to be paid by SC/ST/EWS/PwBD/Women candidates.

5.0 MODE OF SELECTION: The procedure for engagement of candidate will be as under: -

- 5.1 Selection of Act Apprentices is to be made on the basis of merit


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prepared taking the percentage marks obtained by the candidate in 10th (with min. 50% aggregate marks). In case of two candidates having the same marks, the candidate having older age shall be preferred. In case the Date of Birth also being same, then the candidate who passed matriculation exam earlier shall be considered first.

- 5.2 For the purpose of calculation of percentage of marks of 10th class of candidates from Boards where grading system is applicable, MCF will take midpoint of range of grades obtained by the candidates. After obtaining midpoints of all the attempted subjects according to grades awarded, average will be calculated treating each subject is out of 100 marks, if there is no standard method or multiplying factor for calculation of average of matriculation for such Boards.

Further on few Board certificates where marks obtained and total out of marks are not calculated in that case marks obtained in all the subjects as mentioned on the certificates will be taken into consideration for deciding the merit.

- 5.3 A final merit list will be prepared trade wise and community wise, equal to the number of slots in the descending order of percentage of marks obtained by the candidate in 10th Class, as stated above in para 5.1 & 5.2.

6.0 Physical Fitness:

A person shall be ELIGIBLE for being trained under the Apprentices Act 1961 and Apprenticeship Rules 1992 as amended from time to time, if he/she satisfies the minimum standards of physical fitness as prescribed in the aforesaid Act and Rules and the standards prescribed for imparting training to the relevant trades which will be certified by a Railway Doctor.

- 7.0 Period of Training & Stipend— As per Rules applicable.

8.0 AGREEMENT OF TRAINING

Before commencement of the Apprenticeship training in the designated trade, the selected candidate has to enter into a Contract of Apprenticeship Training as applicable. In case the selected candidate is minor then, his/her guardian has to enter into a Contract of Apprenticeship with the employer.

9.0 GENERAL INSTRUCTIONS

- (i) Notified slots are subject to change i.e. increase or decrease as per the requirement of administration.
- (ii) Merely Registering/filling up online application on website does not entitle the candidate being eligible for engagement process.
- (iii) The decision of Railway Administration on all matters relating to eligibility, place, date, mode of selection, acceptance or rejection etc. shall be final and binding on the candidates.
- (iv) The candidature of the applicants shall be liable to be rejected at any

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stage of selection/engagement process in case of concealment of any fact, which is in contravention to the above laid down conditions. The decision of the Railway Administration shall be final and binding on the candidates.

- (v) No TA/DA/Accommodation will be given for appearing in the process. Applicant has to make their own arrangements. The Railway Administration reserves the right to fix any date, as deemed suitable, change place or postpone (at its own convenience), or even cancel the process due to unforeseen circumstances against which no claim will be accepted. No request for change of date & venue will be entertained at any stage.
- (vi) Candidates should bring all documents uploaded with ONLINE Application Form in Original along with one set of **self-attested** photo copies i.e. (Matriculation or Equivalent Certificate & Marks Sheet, ITI Trade Certificate issued by NCVT/SCVT with Mark Sheet, Caste Certificate, Disability Certificate, Ex-SM Discharge or Dependent Certificate etc.) on the day of Document Verification at the given Place and time through SMS and e-mail, without which candidature will be cancelled. Certificates in languages other than English or Hindi should be accompanied by a self-attested translation in English/Hindi.
- (vii) If it is noticed by the Railway Administration that applicant has furnished wrong information/fake certificates, the Railway Administration reserve the right to discharge the candidate/engaged candidate at any stage without notice even after his engagement to undergo training.
- (viii) Candidate's admission at all stages of the process will be purely provisional subject to satisfying the prescribed eligibility condition.
- (ix) Any material suppression of facts or submitting of forged Certificates by a candidate for securing eligibility and/or obtaining privileges, including fee exemption shall lead to rejection of his/her candidature.
- (x) Any subsequent changes in the terms and conditions of the Notice as per extant rules will stand good. MCF reserves the right to consider/incorporate any subsequent changes/ modification/additions/ cancellation in the terms & conditions to engagement under this Notice as and when applicable.
- (xi) MCF reserves the right to reject the candidature of any applicant at any stage of the process of engagement, if any irregularity/ deficiency is noticed in the application.
- (xii) Canvassing in any form, misbehavior or misconduct will lead to summarily rejection and cancellation of candidature and no correspondence will be entertained in this matter.
- (xiii) Candidates to note that all relevant certificates of education i.e .10th Pass & ITI trade certificate issued by NCVT/SCVT with mark sheets, SC/ST/OBC/EWS/PwBD/Ex-SM etc. are to be uploaded with online application form. Original Certificates are not to be sent to MCF.
- (xiv) The Railway Administration do not undertake any responsibility for sending reply to the candidates not called for. No correspondence in respect of the application submitted shall be entertained or replied by this office to any individual or organization.

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10.0 Invalid Application:- Any of the following deficiencies/discrepancies found in the application form and documents submitted by the applicant will render the application invalid/rejected:-

- (i) Incomplete Application.
- (ii) Applications without photograph, unsigned application/ Signature in capital or different signature at different places during the selection process.
- (iii) Applications without fee or less fee where exemption is allowed.
- (iv) Applications without proof of date of birth, 10th pass mark sheet, and ITI trade certificate issued from NCVT/SCVT & mark sheets etc.
- (v) Over age or under age.
- (vi) Not having requisite educational qualification & ITI qualification at the time of applying.
- (vii) Any other irregularities which are considered invalid by MCF Administration.

11.0 MISCELLANEOUS:

- (i) MCF website would be primary and main source of contact with the candidates for various information during the selection.
- (ii) The decision of the Railway Administration in all matters relating to eligibility, acceptance or rejection of applications etc. will be final and binding on the candidates and no enquiry or correspondence will be entertained in this connection.
- (iii) This Notice is available at MCF Website.
- (iv) In case any applicant has difficulty in registering his application ONLINE, he is free to contact the help line numbers as available on website **on all working days from 0930 Hrs to 1800 Hrs.**

12. Enclosures to be uploaded with the Online Application :-

Applicant must upload following documents/certificates with the online application failing which application will be rejected.

- a. Proof of date of birth (10th or Matric certificate).
- b. Proof of Essential educational i.e. 10th pass Mark sheet & ITI trade certificate issued by NCVT/SCVT with mark sheet as the case may be for prescribed trade.
- c. In case of candidates belonging to SC/ST/OBC/PwBD/Ex-SM etc.- Certificate in prescribed format.


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