

INTEGRAL COACH FACTORY, Chennai-600038  
(website: www.icf.indianrailways.gov.in)

No. PB/RR/39/App

Office of the  
Chief Personnel Officer.  
Dated: 11.06.2015

**NOTIFICATION NO. APP/2015/01**

Applications are invited, in the prescribed proforma, from eligible candidates for engagement as Apprentice under the Apprentices Act, 1961 in the under mentioned designated trades for the year 2015. The requirement given below is tentative and subject to change:

| Trade  | Fresher    |           |           |           |            | Ex-ITI     |           |           |           |            |
|--|------------|-----------|-----------|-----------|------------|------------|-----------|-----------|-----------|------------|
|  | UR         | OBC       | SC        | ST        | Total      | UR         | OBC       | SC        | ST        | Total      |
| Fitter   | 27         | 14        | 8         | 4         | 53         | 65         | 35        | 20        | 10        | 130        |
| Machinist  | 8          | 4         | 3         | 1         | 16         | 8          | 4         | 3         | 1         | 16         |
| Welder   | 33         | 18        | 10        | 5         | 66         | 21         | 11        | 7         | 3         | 42         |
| Carpenter  | 10         | 6         | 3         | 2         | 21         | 5          | 3         | 1         | 1         | 10         |
| Painter  | 9          | 5         | 2         | 1         | 17         | 0          | 0         | 0         | 0         | 0          |
| MMTM   | 0          | 0         | 0         | 0         | 0          | 3          | 1         | 1         | 0         | 5          |
| MMV  | 0          | 0         | 0         | 0         | 0          | 5          | 3         | 1         | 1         | 10         |
| Electrician  | 18         | 9         | 5         | 3         | 35         | 25         | 14        | 7         | 4         | 50         |
| <b>Total</b>   | <b>105</b> | <b>56</b> | <b>31</b> | <b>16</b> | <b>208</b> | <b>132</b> | <b>71</b> | <b>40</b> | <b>20</b> | <b>263</b> |
| MEDICAL APPRENTICES (Will be trained in two batches commencing in October 2015 & April 2016.)  |            |           |           |           |            |            |           |           |           |            |
| MLT - Radiology  | 2          | 1         | 0         | 1         | 4          | -          | -         | -         | -         | -          |
| MLT - Pathology  | 2          | 1         | 1         | 0         | 4          | -          | -         | -         | -         | -          |
| PASAA  | -          | -         | -         | -         | -          | 1          | 1         | -         | -         | 2          |
| <b>Total</b>   | <b>4</b>   | <b>2</b>  | <b>1</b>  | <b>1</b>  | <b>8</b>   | <b>1</b>   | <b>1</b>  | <b>-</b>  | <b>-</b>  | <b>2</b>   |
| Abbreviations used : SC - Scheduled Caste, ST - Scheduled Tribe, OBC - Other Backward Caste, UR - Unreserved, MMV - Mechanic (Motor Vehicle), MMTM - Mechanic Machine Tool Maintenance, MLT - Medical Laboratory Technician, PASAA - Programming and System Administration Assistant |            |           |           |           |            |            |           |           |           |            |
| 3% of the vacancies are reserved for physically handicapped candidates in the trades identified for them as per the Apprentices Act, 1961.   |            |           |           |           |            |            |           |           |           |            |

**2. ELIGIBILITY CONDITIONS:**

**2.1 Age Limit:** The age as on **01.10.2015** should be

- 15-20 years for Freshers Welder, Carpenter & Painter,
- 15-22 years for Freshers Fitter & Machinist and
- 15-24 years in the case of Ex-ITI candidates
- 15-24 years in the case of Medical and PASAA Apprentices.

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.

## 2.2 Minimum Educational Qualification & Training Period

| Ex-ITI                             | Qualification  | Period of Training                         |
|------------------------------------|--|--|
| Fitter, Machinist & MMV            | Should have passed standard X 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.                                       | Carpenter - 2 years & Welder – 1 year      |
| Electrician                        | Should have passed Std X with science as one of the Subjects, and should also possess National Trade Certificate in the notified trade issued by National Council for Vocational Training.       | 1 year                                     |
| Mechanic Machine Tool Maintenance  | Should have passed Standard X, with science and mathematics as subjects or its equivalent  | 2 years                                    |
| Programming and System Admn. Asst. | Should have passed standard X and also possess National Trade certificate in the trade <b>of Computer Operator and Programming Asst.</b> issued by the National Council for Vocational Training. | 1 year                                     |
| Freshers                           | Qualification  | Period of Training                         |
| MLT(Radiology & Pathology)         | Should have passed 12 <sup>th</sup> Class examination under 10 + 2 system with Physics, Chemistry & Biology  | 6 months (Including 1 week basic training) |
| Fitter, Electrician & Machinist    | Should have passed Standard X under 10 + 2 system or an equivalent examination.  | 3 years                                    |
| Welder                             | Should have passed Standard VIII.  | 2 years                                    |
| Carpenter & Painter                | Should have passed Standard VIII.  | 3 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. Before 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.

### 2.3 Sources of engagement of Act Apprentices (As Per Master Circular No.8)

1. nearest Employment Exchanges.
2. SC/ST Organisations.
3. ITIs wherever existing and
4. Wards of Railway employees.

The applicants who have registered with a local employment exchange falling in the State of Tamilnadu alone 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 'copy of SERVICE CERTIFICATE' / 'DECLARATION from the Railway Employee' which should be attested by the Gazetted Officer of the concerned unit.

### 2.4 Rate of stipend:

|                   |   |
|-------------------|---|
| Freshers          | During the 1st year - Rs.5700/- pm. (including MLT trainees)<br>During the 2nd year - Rs.6500/- pm.<br>During the 3rd year - Rs.7350/- pm.                            |
| 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, which will be the same, as above. |

## 3. HOW TO APPLY

### 3.1 Application:

- (i) Applications must be submitted only in the prescribed format. The choice of **Fresher Medical/Fresher Engineering/Ex-ITI/PASAA** be indicated on the top of the application.
- (ii) One passport size photo should be pasted in the application in the space provided duly signed by the candidate.
- (iii) Applications will be sold at the Welfare Centre/Shell & Fur Divisions/ICF between 10.00 hrs and 13.00 hrs (excepting Saturdays and Sundays) from 22/06/2015 to 03/07/2015. The cost of the application is Rs.100/- (Rupees one hundred only). No application fee for SC/ST/PWD candidates.

### 3.2 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 (Ex. Std X mark list, Provisional Certificate issued by NCVT in the case of ITI/NTC, Std XII mark list in the case of MLT) to be enclosed. Mere completion of a course is not sufficient.

- (iii) Candidates belonging to SC/ST/OBC communities should enclose a community certificate in the format prescribed by the Central Government.
- (iv) *Persons with Disabilities*: He/ She should enclose a Disability Certificate issued by the competent Medical Board.
- (v) Copy of Employment Registration Card to be enclosed (as applicable as per Para 2.3.

**3.3 Submission of Application:** The filled in application may be sent in a cover superscribed as "Application for Apprenticeship - 2015" and sent **only by ordinary post** to

The Assistant Personnel Officer/G,  
Integral Coach Factory,  
Chennai - 600 038.

**3.4 Last Date:** The last date of receipt of the applications is 04/07/2015(Saturday) @ **12.00 hrs.** This Administration is not responsible for any postal delay. Belated applications will not be entertained under any circumstances.

**3.5 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.

#### 4. **MODE OF SELECTION:**

**4.1 Written Examination:** Selection will be based on the marks secured in the written test as per Merit Order duly observing Reservation Rules and there will be no interview/viva voce. The written examination will be of objective type questions as per the syllabus indicated below. The medium of question paper will be in Hindi, English and Tamil. Candidates who are fulfilling all the conditions only will be called for the written examination. The written exam is tentatively fixed on **09.08.2015 (Sunday)**.

#### 4.2 **Syllabus :**

The syllabus for the written examination is as under:

| Sl. No | Subjects                                 | Sl. No | Subjects  |
|--------|--|--------|---|
| 1      | Subjects of the prescribed qualification | 7      | Time and Work   |
| 2      | Mensuration                              | 8      | Calculation of LCM  |
| 3      | Basic Algebra                            | 9      | Addition, Subtraction, Multiplication and Division of decimals and fractions. |
| 4      | Basic Trignometry                        | 10     | Units and Measurement   |
| 5      | Ratio and proportion                     | 11     | Calculation of percentage   |
| 6      | Time and Distance                        | 12     | Basic Numerical ability   |

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**4.3 Standard of Physical Fitness:** The candidate should be physically fit as per the conditions applicable under the Apprentices Act, 1961. Selected candidates should produce a Medical Certificate in the prescribed form as laid down in the Apprentices Act, 1961, before admission for training as Apprentices.

**4.4 Higher Qualification :** Candidates with higher qualifications viz. Degree / Diploma are not eligible to apply.

**4.5 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.

**5. OTHER CONDITIONS:**

- (i) 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.**
- (ii) The selected candidates should abide by the rules and regulations framed by the Administration from time to time.
- (iii) 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.

  
ASST. PERSONNEL OFFICER/G