भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA
('A' Miniratna Category-1 Public Sector Enterprise)
REGIONAL HEADQUARTERS (NR), RANGPURI,
GURGAON ROAD, NEW DELHI-110 037

Notification for Engagement of ITI Apprentices (under Apprentices Act, 1961)- in Airports Authority of India, Northern Region

Airports Authority of India (AAI) (Schedule – 'A' Miniratna Category-1 Public Sector Enterprise) was constituted by an Act of Parliament and came into being on 1st April, 1995 by merging erstwhile National Airports Authority and International Airports Authority of India. The merger brought into existence a single Organization entrusted with the responsibility of creating, upgrading, maintaining and managing civil aviation infrastructure both on the ground and air space in the country.

Airports Authority of India, RHQ (NR) is inviting applications for Apprenticeship Training Program in Northern Region. During the period of Apprenticeship the candidates are governed by Apprentices Act 1961 (as amended in 1973 and till date) and commensurate policies/rules of the organization.

A. **Details of posts and qualifications (Tentative i.e. can be reduced/increased) :**

Field of Specialization/ Discipline	No. of seats	Duration of Training	Monthly Stipend	Locations/Airports of apprenticeship training at Northern Region Airports.
ITI Trade (Computer Operator Programming Assistant, Stenographer, Office Assistant, Finance and Electronics)	14	1 year	Trade (ITI) Apprentice- Rs. **9000/-**	Adampur, Agra, Bareilly, Bikaner, Dehradun, Gorakhpur, Gwalior, Hisar, Jammu, Kishangarh, Kangra, Kanpur, Khajuraho, Kullu, Kushinagar, Ludhiana, Pathankot, Pantnagar, Pithoragarh, CATC, Prayagaraj, Shimla, Varanasi, Udaipur, etc and various offices in New Delhi

Last date of application: 24/01/2021 *(please read the general instructions carefully before applying)*

B. **Educational Qualification:**

ITI Trade candidates should possess ITI/NCVT certificate of the above mentioned trades from institutions recognized by AICTE, GOI.

C. **Conditions:**

1. Apprentices shall have to undergo Apprenticeship training at notified Airports/Establishments.
2. As per the provisions of the Apprentices Act, 1961 as amended from time to time, candidates who have already completed their apprenticeship or terminated their

apprenticeship midway or are pursuing in other organizations or in AAI with the same qualification level, shall not be eligible for engagement as apprentice.

3. As per the Apprentices Act, 1961, candidates who had training/job experience for a period of 1 year or more after the attainment of essential qualifications, shall not be eligible for engagement as apprentice.

D. Mode of Selection:

1. Provisional selection of the candidates would be merit-based in the qualifying examination.
2. The final selection will be based on Interview/verification of certificates/testimonials and submission of Medical Fitness Certificate at the time of joining.
3. **The shortlisted candidates will be called for Interview/Document verification through their registered email IDs only.**
4. The selected candidates will be posted preferably at the given locations in Northern Region based on their registration location (in portal).

E. Eligibility Criteria:

1. Only Indian Nationals **from the Northern Region** are eligible.
2. Candidates passed degree/diploma **in or after 2018** only are eligible.
3. Age limit: Maximum Age 26 years as on 01.07.2020

F. General Instructions:

1. **Last Date of receipt of application is 24/01/2021.**
2. The interested candidates are required to apply through RDAT's web portal www.apprenticeshipindia.org by finding establishment **Airports Authority of India – RHQ NR, New Delhi** and click the apply button in the next page. After successful application, the message "Successfully applied for the training position. Based on availability, you will be contacted by the establishment" will appear.
3. **Candidates should register themselves with the concerned portal (RDAT) prior to applying for apprenticeship training in AAI without fail.** Correspondence/ Communication in any other manner will not be entertained.
4. No TA/DA will be provided.
5. The no. of candidates to be engaged is indicative and may undergo changes without any further notification.
6. During the period of apprenticeship, candidates will be governed by the Apprentices Act, 1961 (as amended in 1973 and till date) and the policies/rules of the organization.
7. Reservation for SC/ST, OBC and EWS as applicable will be followed, however, in case of non-availability of candidates in reserved category it will be filled from other reserved categories/general categories.
8. **Airports Authority of India has no obligation to give regular employment to Apprentices.** They shall have no right to claim regular employment from AAI on the basis of this apprenticeship at any point of time. This training program shall not create any liability on AAI for providing any job to the Apprentice. AAI management does not take any responsibility for any sort of employment/placement.

9. 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, etc. No correspondence will be entertained in this regard. Filling up of the seats is solely at the discretion of the management based on suitability of candidates and no claim will entertained, if some of these seats are not filled due to unsuitability/insufficient number of candidates.

10. AAI Management does not take any responsibility to reply to the candidate/organization for non-selection /non-issuance of call letter.

11. It shall be the sole responsibility of the candidates to get their profile verified from the respective regional BOAT/BOPT.

12. Candidates applying for more than one Trade/Discipline will not be considered and their application will be rejected.

13. **No Application Fee** is being charged.

14. **The candidature of the applicant would be provisional, subject to verification of certificates/testimonials and submission of certificate of Medical Fitness (to be obtained only from a Government Medical officer/Medical Officer of a Government Undertaking) at the time of joining.**

For any clarification/queries candidates may contact via e-mail apprenticeship@nsdcindia.org or log on to www.apprenticeshipindia.org

THE APPRENTICESHIP PORTAL

The Apprenticeship Portal is a website of the Central Government for exchange of information on Apprenticeship. The public view gives you access to information on Apprenticeship Opportunities Posted by Companies, Registered Candidates, and Apprenticeship Guidelines.

The Candidates can access information such as available Apprenticeship Opportunities on the basis of the Search Parameters like State, District, Sector and Trade, Organization and so on. To apply against available apprenticeship opportunities, it is mandatory for you register on the portal. The steps for registration are as follows:

Note: The fields marked in * are mandatory.

SKILL INDIA PORTAL FOR OPTIONAL TRADES (NSDC PORTAL)

HTTPS://APPRENTICESHIPINDIA.ORG

A candidate can enroll himself/herself with designated trades for engagement as an apprentice in an organization.

1. **CANDIDATE REGISTRATION**

   Click on the **"Register" button** the top toolbar and select the option **Candidate**.
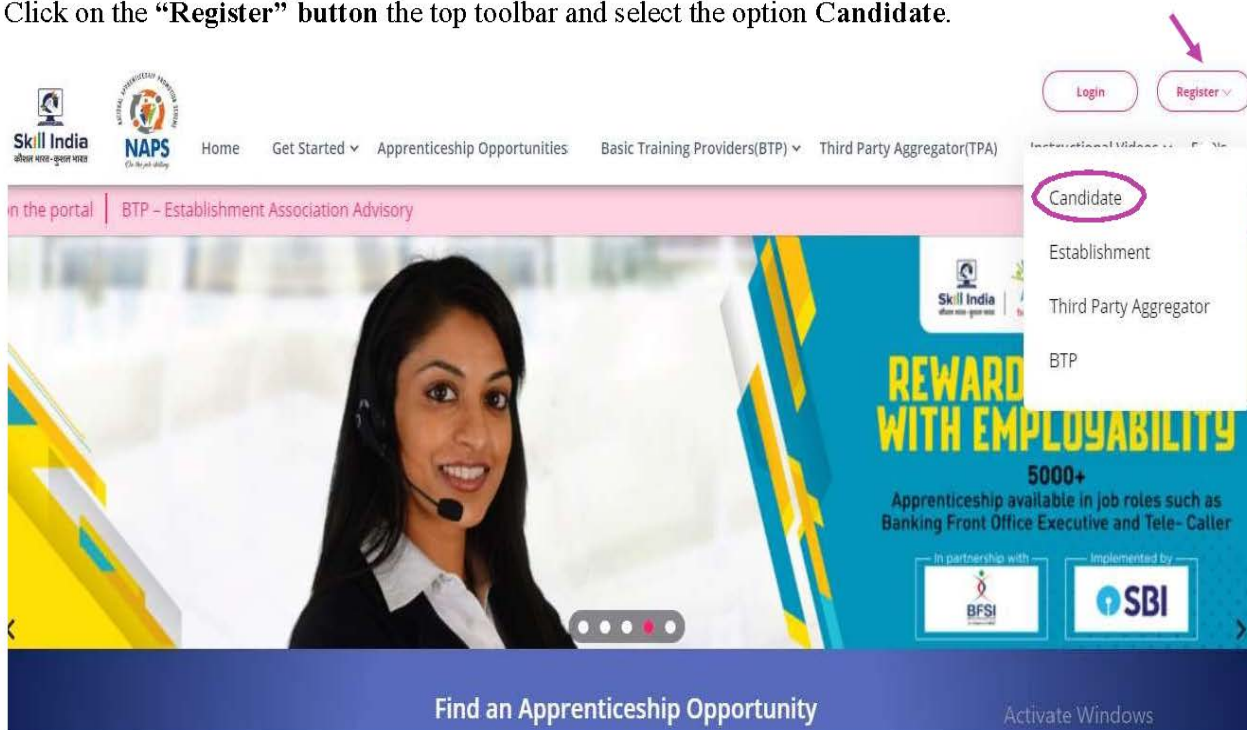
A **Short Registration Form** will open (as shown below). You would be required to fill your Basic, Family and Contact details and click continue.

Note: Please enter a valid email ID as the activation link will be send through a mail to that ID. Also, remember the password and you will use it to login to your account on the Apprenticeship Portal.

Candidate Registration

Personal Details

Name *

Enter Name

Please enter your name as given in your Aadhaar, PAN, or any other valid government ID

Father/Mother/Spouse Name *

Enter name

Please enter name of your father, mother or spouse as given in any of their valid government ID

Relationship *

Relationship

Choose the relationship with apprentice among father, mother or spouse

Date of Birth *

DD-MM-YYYY

Choose your date of birth as given in your valid date of birth proof document

Gender *

Select Gender

Mobile Number *

Enter Mobile Number

Please enter a valid mobile number

Alternate Mobile Number

Enter Alternate Mobile Number

Email ID *

Enter Email ID

Please enter your valid e-mail ID. This will be your login ID on Apprenticeship Portal and the portal will send an email to this ID for activating your Apprenticeship account

Password *

Enter Password

Enter a password. You shall use this password to login to Apprenticeship Portal after your account activation

Confirm Password *

Confirm Password

This password should match with the Password given earlier

☐ I have read, understood and agree to abide by the *"User Terms"*, *"Privacy Policy"* and *"Disclaimer"*; and understand that by checking this box, I am entering into a legally binding contract

Submit

After filling the required details you have to click on submit (encircled above).

A dialog Box with the **Registration number** will notify your account creation after which you will receive an activation Email on the registered Email Address.
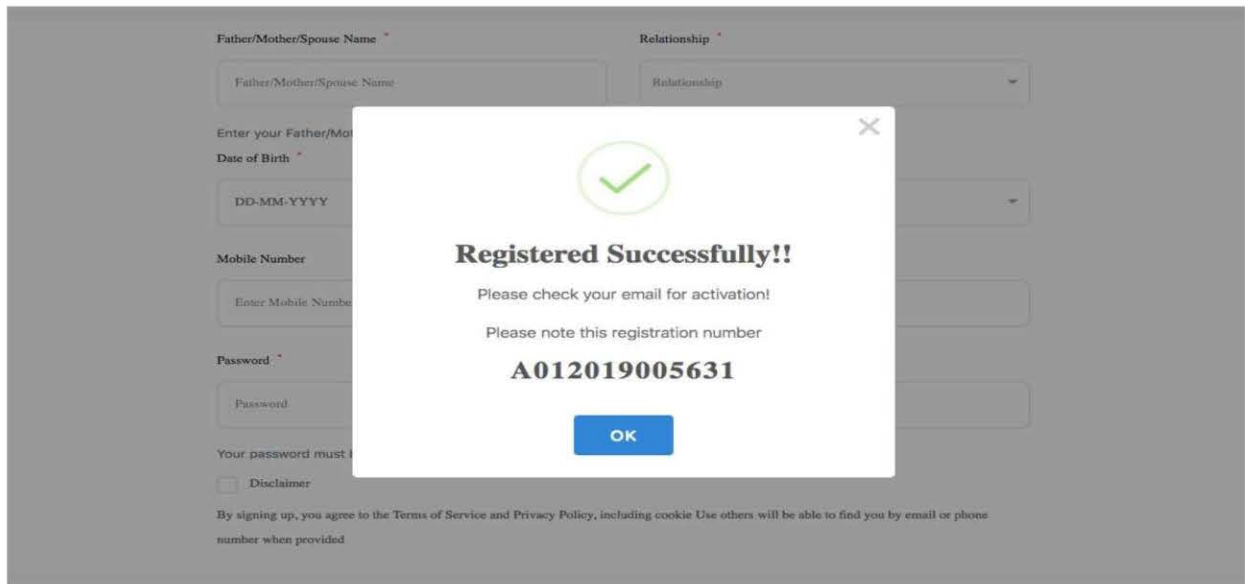
On the Email, click the '**Activate**' button (as shown in the image below).
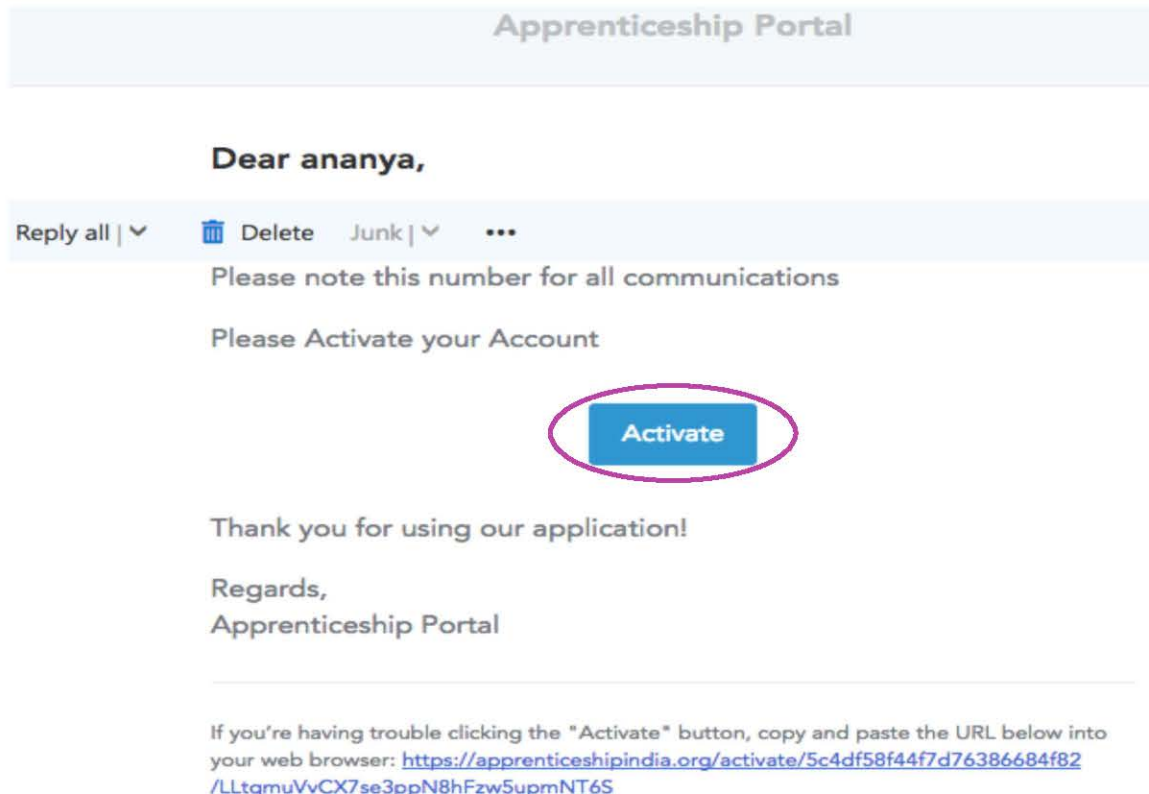
2. LOGIN

Once you click on the Activate Button, the screen will automatically **redirect you to the Login page** (see below) where you type your registered **Email ID/Registration Number and Password** *(the email ID and Password are the same you mentioned during registration)* to login.

3. PROFILE COMPLETION

Once Logged In, you will have to click on the button **'Complete Your Profile'** (encircled below).

You will not be able to apply to any Apprenticeship Opportunity without completing your profile.

Start by clicking the **'Edit'** button (encircled below) to add your "About Me" and Contact Details.

On clicking the 'Edit' button, the following screen will emerge. *The **fields marked in '*' are mandatory.***

‹ back to profile

Basic Details

Email

ananya.nanda@nsdcindia.org

Mobile Number

Enter Number

Gender

Female ▼

Has Disability

◯ Yes   ◯ No

Date Of Birth *

15/01/1982   📅

Date Of Birth Document *

| Choose file | No file chosen |

Please upload only (jpeg, jpg, png, pdf) files
Maximum 4MB only allowed

Father/Mother/Spouse Name *

gautam

Relationship *

Father ▼

Id Proof Type *

Select Proof type ▼

Document Proof *

| Choose file | No file chosen |

4. UNDERSTANDING CANDIDATE DASHBOARD

Candidates Dashboard

|		
0	0	1
Contracts	Applications	Invitations Received
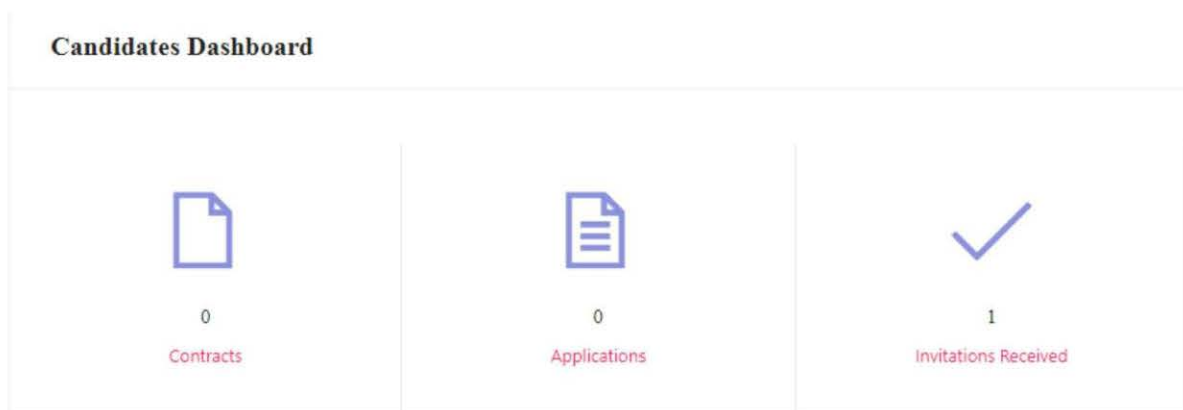
There are 3 items on your dashboard and they are explained below:

1. **Invitations Received** – Some companies screen your profile and if they feel you're fit for the opportunity, they send out an invitation to you to apply to the opportunity. This section lists the number of invitations received by the candidate.

2. **Applications:** This section lists the number of Apprenticeship Opportunities you had applied to.

3. **Contracts:** This section will show the contract you have signed with the company. Multiple companies can send you contracts; however, you will only be able to accept one.

5. **5. APPLY TO OPPORTUNITIES**

    You can use the option **"Apprenticeship Opportunities"** (encircled below) on the top toolbar to view the opportunities. You can search by **keywords**, for course, locations, course type, Establishment Name and so on in the 'Search Opportunities" section.
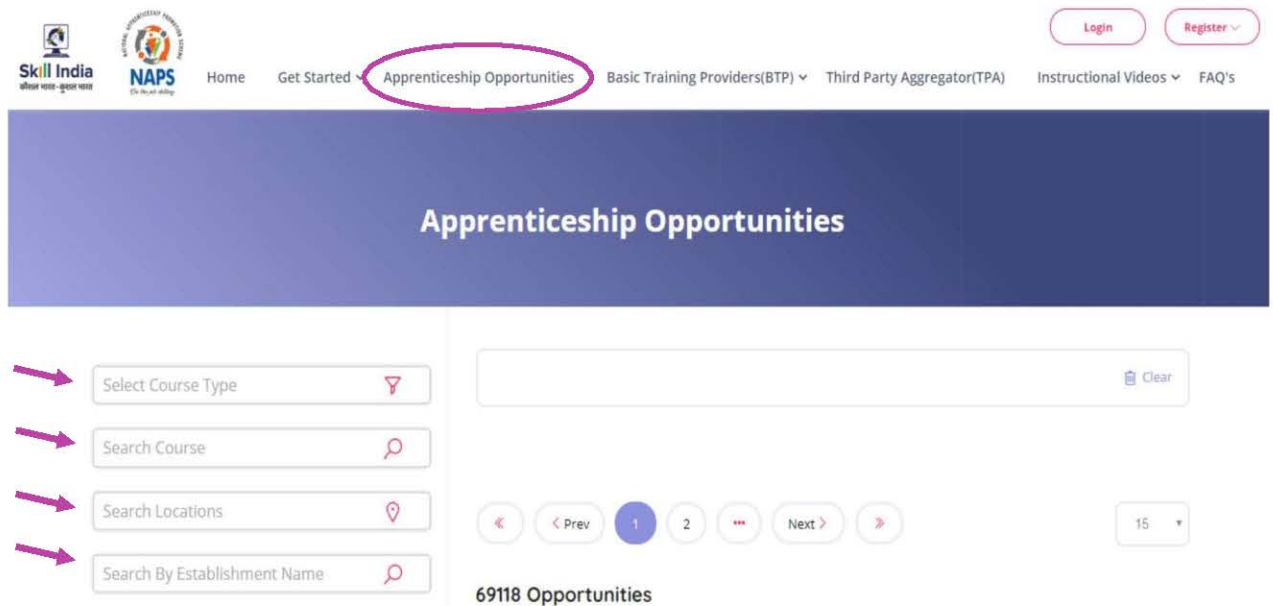
    To apply fill the details as below:

*   Course type- Designated

*   Search Course- COPA or Stenographer

*   Establishment Name- Airports Authority of India

    Computer Operator Programming Assistant

    You can view the opportunity details by clicking on '**view**' button as shown below or simply click on the **'Apply'** button to apply to the opportunity of your choice.