



**Engagement of Graduate Apprentice Trainees**  
**as per Apprentices Act, 1961 & Apprenticeship Rules 1992 (as amended from time to time)**

Hindustan Copper Limited (HCL), a Miniratna (Category I), incorporated as a Government of India Enterprise, the only vertically integrated Copper producer in India, engaged in a wide array of activities ranging from mining, beneficiation, smelting/refining to manufacturing of value-added products. HCL is inviting on-line Applications from Indian Nationals as Graduate Apprentices under the Apprentices Act, 1961 and Apprenticeship Rules 1992 (as amended from time to time) for imparting training as per provisions of the said act, at its Operating Units located at different places in India as given below: -

- Khetri Copper Complex, Khetrinagar (Rajasthan) [KCC]
- Indian Copper Complex, Ghatsila (Jharkhand) [ICC]
- Malanjkhanda Copper Project, Malanjkhanda (Madhya Pradesh) [MCP]

**A. DETAILS OF TRADE, NUMBER OF SEATS AND MINIMUM EDUCATIONAL QUALIFICATION:**

SN	Apprenticeship Trade	Number of Seats	Eligibility / Qualification (Full time Degree course from any institute recognized by the AICTE in the following)
1	Mining	21	Four years Degree in Mining Engineering <b>OR</b> Diploma plus Degree in Mining Engineering
2	Electrical	11	Four years Degree in Electrical Engineering / Technology <b>OR</b> Diploma plus Degree in Electrical Engineering / Technology
3	Mechanical	10	Four years Degree in Mechanical Engineering / Mining Machinery <b>OR</b> Diploma plus Degree in Mechanical Engineering / Mining Machinery Engineering
4	Civil	03	Four years Degree in Civil / Architecture Engineering <b>OR</b> Diploma plus Degree in Civil Engineering / Architecture Engineering
<b>TOTAL</b>		<b>45</b>	

Note: One seat is identified suitable for Persons with Disabilities (PWDs) in the trade of Mining for Visually Handicapped Person, i.e., Low Vision (LV) or Orthopedically Handicapped Person, i.e., One Arm (OA) / One Leg (OL) and in Electrical trade one seat is identified suitable for Orthopedically Handicapped, i.e., One Leg (OL) / for Hearing Impairment (HH).

**B. UNIT-WISE DISTRIBUTION OF SEATS:**

Apprenticeship Trade	Unit		
	ICC	KCC	MCP
Mining	10 (UR-6; SC-1; ST-3)	5 (UR-2; ST-1; OBC-1; EWS:1)	6 (UR-3; SC:1; ST-2)
Electrical	2 (UR-1; OBC-1)	5 (UR-3; SC-1; OBC-1)	4 (UR-2; SC-1; ST-1)
Mechanical	2 (UR-1; EWS-1)	5 (UR-3; SC-1; OBC-1)	3 (UR-1; OBC-1; EWS-1)
Civil	1 (UR-1)	-	2 (UR-1; OBC-1)
<b>Total</b>	<b>15</b>	<b>15</b>	<b>15</b>

**C. The applicants should NOT have completed three years after passing of the qualifying examination as on 01.04.2022, i.e, candidates having passed the Graduation in Engineering in the year 2021, 2020 and 2019 are only eligible to apply.**

- D. **STIPEND:** Monthly stipend will be paid as per the below mentioned prescribed rates governed by the Apprenticeship Act, 1961.

SN	Item	Stipend
1.	Graduate Apprentice	Rs.9000/- per month

- E. **PERIOD OF APPRENTICESHIP TRAINING:** 12 months from commencing of the Contract of Apprenticeship. After completion of the apprenticeship training no employment shall be given, therefore, no obligation on part of HCL to offer any employment thereafter.

F. **GENERAL INSTRUCTION:**

i. Reservation:

- a) Reservation will be applied as per the provisions of the Apprentice Act, 1961 and Apprenticeship Rules 1992 as amended from time to time.
- b) Applicants belonging to SC/ST/OBC shall produce their caste certificate in the prescribed format issued by the Competent Authority of Central Government.
- c) When the prescribed no. of Candidates belonging to SC are not available, the training places so reserved for them may be filled up by Candidates belonging to ST and if the prescribed training places cannot be filled by ST category, then the training places so lying unfilled may be filled up by Candidates not belonging to the SC or ST.
- d) If the prescribed training places cannot be filled from OBC candidates, then the training places so lying unfilled may be filled up by Candidates not belonging to the OBC.

ii. **Candidates who have previously undergone Apprenticeship Training or are presently undergoing Apprenticeship Training or presently in employment elsewhere or registered for apprenticeship Training under the Apprenticeship Act elsewhere are not eligible to apply.**

iii. Selection Procedure:

- a) Candidates willing to apply for Graduate Apprentice trainee in HCL will be required to submit the online application in the HCL website mentioning their enrolment details of National Apprentice Training Scheme (NATS) web portal (<http://portal.mhrdnats.gov.in/>).
- b) The selection shall be made based on the marks obtained in the qualifying examination from each category as per seat details mentioned above.
- c) The shortlisted candidates, as per merit based on the marks obtained in the qualifying examination, shall be called for document verification at respective Units of HCL as selected by the applicant. The candidates would be required to furnish documents regarding proof of Date of Birth, Qualification, Category etc. The date, time and venue for document verification would be intimated to the shortlisted candidates accordingly, in their email id registered in HCL's website OR through by uploading details on Company's website ([www.hindustancopper.com](http://www.hindustancopper.com)).
- d) The candidates belonging to SC/ST/OBC shall produce their caste certificate in the prescribed format issued by the Competent Authority applicable for jobs under Government of India, during document verification.
- e) PWD candidates are eligible only for the designated trades as per apprenticeship rules and has to submit the PWD certificate.
- f) Candidates have to produce their valid ID Card, i.e., AADAAR / PAN / Voters ID / Driving License / Certificate Issued by Educational Institute, during document verification.
- g) **Final selection of the candidates in each seat will be made after verification of documents.**
- h) Shortlisted candidates merely attending the documents verification process does not entail selection of his/her candidature as Apprentice with HCL.

- i) Shortlisted candidate has to attend the document verification on the date & time at the venue, intimated by the Company. Failure by the candidate to attend the document verification process on the date & time at the venue, would be treated as his/her unwillingness to accept the selection procedure for the Graduate Apprentice with HCL and those candidates will not be considered in further Selection Procedure.
  - j) No application for altering the date & time and venue for document verification would be accepted.
  - k) Every candidate should have a valid email id & mobile no. and the same has to be registered with HCL ([www.hindustancopper.com](http://www.hindustancopper.com)) and NATS. The email id & mobile no. must remain active until the end of the training programme in respect of the selected candidates.
  - l) The selected candidates have to submit medical fitness certificate from a Gazetted Medical Officer before signing the contract.
- iv. No TA / DA will be paid to the applicants called for any stage of engagement process.
  - v. Registration of Contract: The Selected apprentices will have to sign contracts of apprenticeship training with the employer, as per rules of the Board of Practical Training.
  - vi. **Termination of Contract: After completion of such apprenticeship training for stipulated period, the Apprenticeship Contract shall automatically cease. Any act of indiscipline on the part of the apprentices during the apprenticeship is subject to cancellation of the training.**
  - vii. Suppression of facts will lead to disqualification, if found at any stage of the selection process or during the Apprenticeship period.
  - viii. Accommodation: Bachelors' accommodation will be provided subject to availability to Graduate Apprentice as per rule of the Company. There will be no fooding facility for the selected candidates.
  - ix. Medical facility: For self only at the hospital of respective Units. Referral facility would not be extended to Graduate Apprentice Trainee.
  - x. Place of Apprenticeship: Selected candidates will be posted for Apprenticeship at Units across India.
  - xi. Leave: An apprentice shall be entitled to such holidays as are observed in Units of HCL as per its holiday list. Beside this, they will enjoy the following leaves:
    - Casual Leave of 12 days per year on pro-rata basis and at the discretion of the Appropriate Authority may be admissible to an apprentice.
    - Medical Leave of 12 days (full days) per year.
  - xii. Apprenticeship Hours: As per the allocated shift hours in the Units of HCL.

#### **G. HOW TO APPLY:**

- a) Eligible candidates are required to register themselves on the National Apprenticeship Training Scheme (NATS) web portal ([www.mhrdnats.gov.in](http://www.mhrdnats.gov.in)). Further, they have to apply in the online portal of HCL at [www.hindustancopper.com](http://www.hindustancopper.com).
- b) No other mode of application would be accepted.
- c) Candidate may select a place [i.e., Unit (either KCC or ICC or MCP)] for document verification of his choice.
- d) Caste / Category as mentioned at the time of registration on the NATS web portal and HCL web portal shall remain unaltered during the entire Apprenticeship period. Category as provided at the time of registration in respect of the General/SC/ST/OBC candidates cannot be changed thereafter and no benefit of other category reservation will subsequently be made admissible at any stage of the selection process.
- e) The eligible candidates are required to mention the Percentage (by converting CGPA in to percentage as per the norm of the University / Institute and documentary evidence in this regard shall be provided during the document verification).

- f) All correspondence with candidates shall be done through E-mail / HCL website only. All information regarding Verification of documents, Call letters, etc. shall be provided through E-mail /HCL website only. No hardcopy mailing shall be done by the HCL. Responsibility of receiving, downloading and printing of any correspondence shall be that of the candidate. The HCL will not be responsible for any loss of e-mail sent due to invalid / wrong E-mail ID provided by the candidate or delivery of e-mails to SPAM / BULK mail folder etc.

**H. GENERAL INSTRUCTIONS:**

1. Before applying in HCL website, the candidate should ensure that he/she fulfils the eligibility criteria and other norms mentioned in the advertisement and has enrolled in NATS.
2. Date of Birth will be taken as that mentioned in the birth certificate / Certificate of Class X or equivalent examination. No other proof of date of birth shall be accepted.
3. Having successful submission of registration on the National Apprenticeship Training Scheme (NATS) web portal ([www.mhrdnats.gov.in](http://www.mhrdnats.gov.in)) and on HCL website ([www.hindustancopper.com](http://www.hindustancopper.com)) does not entitle one to be eligible to appear for documents verification process or any subsequent step(s). Verification of credentials shall be done prior to final selection and in case any deviation from or non-conformity with the desired eligibility criteria, the candidature of the candidate shall be summarily rejected.
4. Candidature of candidates is liable to be rejected at any stage of the selection process or even after execution of the Contract of Apprenticeship, if any information provided by the candidate during the registration on the National Apprenticeship Training Scheme (NATS) web portal ([www.mhrdnats.gov.in](http://www.mhrdnats.gov.in)) and in HCL online platform is found to be false or is found not to be in conformity with the eligibility criteria so mentioned in the advertisement. Screening and selection of candidates will be based on the details provided by the candidate, hence it is necessary that the applicants furnish accurate, full and correct information during registration on the National Apprenticeship Training Scheme (NATS) web portal ([www.mhrdnats.gov.in](http://www.mhrdnats.gov.in)) and HCL online web portal. Furnishing wrong / false / incomplete information will lead to disqualification and the HCL will NOT be responsible for any consequence arising out of furnishing such wrong / false information by the candidate.
5. Request for change of mailing address / category / discipline / qualification once declared during registration on the NATS / HCL web portal will not be entertained.
6. Candidates who had undergone or is undergoing Apprenticeship or is presently in employment after attainment of qualification shall NOT be eligible for being engaged as Graduate Apprentice.
7. Any canvassing or personal follow up with an intention of inducing the process of selection of apprentice by and on behalf of any candidate shall lead to immediate cancellation of candidature.
8. HCL reserves the right to change the number of seats and / or cancel / restrict / modify / alter the engagement process of Apprentices, if required, without issuing any further notice or assigning any reason.
9. HCL does not give any commitment/assurance on providing permanent/temporary employment to Apprentices on successful completion of Apprenticeship period.
10. To know more about registration process and on-line application submission process go through the document, i.e., 'How to Apply', uploaded on HCL website (career page).
11. In case of any doubt or discrepancy or conflict or confusion or ambiguity that may arise in Hindi version the content of English version shall prevail.
12. For any technical queries regarding Registration, Log-in, Password, submission of on-line application, contact to our technical team by writing an e-mail to [hclrecruitmenttech@gmail.com](mailto:hclrecruitmenttech@gmail.com).
13. In case of any dispute, the legal jurisdiction shall be that of the Hon'ble High Court, Calcutta.

SCHEDULE		
1.	Online application Starts on	23/04/2022 (11.00 AM)
2.	Last date for online application through HCL website	13/05/2022 (12.00 Midnight)

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