# Ministry of Defence (Navy)

## Enrollment of Designated Trade Apprentices (2025-26 Batch) At Naval Ship Repair Yard and Naval Aircraft Yard Naval Base Kochi - 682004 (Kerala)

1. Applications are invited from ITI qualified Indian National candidates for Apprenticeship Training in the following designated trades for a period of one year at Naval Ship Repair Yard and Naval Aircraft Yard, Naval Base, Kochi for the Apprenticeship training batch 2025-26 in accordance with Apprentices Act 1961, read in conjunction with Apprenticeship rules 1992 as amended from time to time -

| Sec. | Trades | Vacancy |
|---|---|---|
| (a) | Computer Operator and Programming Assistant (COPA) | 14 |
| (b) | Electrician | 28 |
| (c) | Electronics Mechanic | 15 |
| (d) | Fitter | 33 |
| (e) | Machinist | 09 |
| (f) | Mechanic Motor Vehicle (MMV) | 03 |
| (g) | Mechanic Ref. and Air Condition | 09 |
| (h) | Turner | 05 |
| (i) | Welder (Gas and Electric) | 15 |
| (j) | Instrument Mechanic | 12 |
| (k) | Foundryman | 01 |
| (l) | Sheet Metal Worker | 17 |
| (m) | Draughtsman (Civil) | 03 |
| (n) | Draughtsman (Mech) | 02 |
| (o) | Secretarial Assistant | 07 |
| (p) | Electroplater | 03 |
| (q) | Plumber | 04 |
| (r) | Mechanical Diesel | 20 |
| (s) | Tailor (General) | 03 |
| (t) | Mechanic Radio & Radar Aircraft | 04 |
| (u) | Painter (General) | 06 |
| (v) | Shipwright (wood) | 17 |
| | TOTAL | 240 |

Note: The number of vacancies mentioned above are only indicative and may change at a later stage depending on the final assessment of eligible candidates.

2. Qualification/ Eligibility Criteria.

(a) Education.

| Qualification | Minimum % | Remarks |
|---|---|---|
| SSC/ Matric Std X | 50% (aggregate) | SSC/ Matriculation and ITI certificates |
| ITI (NCVT/ SCVT) | 50% (aggregate) | without marks/grades/grade points/ percentage will not be accepted. |

(b) Age. No upper age restriction for apprenticeship training as per Ministry of Skill Development and Entrepreneurship (MSDE) Office Memorandum No. F. No. MSDE-14/03/2021-AP-(PM-I) dated 20 Dec 21. Minimum age is 14 years and for hazardous occupations it is 18 years according to 'The Apprentices Act 1961'. Accordingly, candidates who are above 18 years as on 01 Jun 2025 are eligible.

(c) Physical Standards. Candidates should satisfy the minimum standards of physical fitness specified in Rule 4 of 'The Apprenticeship Rules 1992' for apprenticeship training.

(d) Previous Training. Candidates who have already completed or currently pursuing Apprenticeship training in the same trade in any organization as per the Apprenticeship Act, 1961 as amended from time to time, are not eligible.

3. Reservations.

(a) SC/ ST/OBC Categories. Vacancies for SC/ ST/ OBC candidates are reserved in accordance with Section 3A and 3B of Apprentice Act 1961, read in conjunction with Rule 5 of Apprenticeship (amendment) Rules 2015 and existing GoI DoP&T orders. Caste certificate in respect of SC/ ST should contain the constitution order under which the caste is recognised. Caste certificate in respect of OBC should contain the details of the resolution (number and date) by which the caste/ community of the candidate has been included in the central list of OBCs. **Latest caste certificate to be submitted.**

(b) Person with Disability (PwD). Vacancies for PwD candidates are reserved in accordance with Para 3.6.2 of chapter III of Apprenticeship Training Manual and the candidates will be selected in accordance with the Rule 4 of 'The Apprenticeship Rules 1992'. In order to avail PwD reservation, the percentage of disability should not be less than 40% and the relevant latest valid certificate issued by Medical Board by any Govt hospital is to be submitted.

(c) Armed Forces. Vacancies for Ex-Serviceman, their children, and children of Armed Force personnel are reserved in accordance with Para 3.6.2 of chapter III of Apprenticeship Training Manual as listed below:-

(i) Children of deceased/ disabled Ex-servicemen including those killed/ disabled during peace time
(ii) Children of Ex-Serviceman
(iii) Children of Serving Jawans
(iv) Children of Serving Officers
(v) Ex-Serviceman

Note. The candidates, who want to avail the benefit of reservation of Ex- servicemen (including children of Ex- servicemen) must submit 'Service and Release Certificate' issued by Competent Authority. In case child born is after release of ESM, family dependence certificate issued by Zila Sainik Board will be considered. Similarly, Children of serving Armed Force personnel must submit serving certificate issued by concerned Unit/ Office of his/ her parents respectively.

(d) The vacancies provided for PwD and Ex-Servicemen in horizontal reservation system are adjusted in the appropriate category viz UR/ OBC/ SC/ ST to which these belong.

(e) In case the reserved vacancies cannot be filled due to non-availabity of eligible candidates, the vacancies so lying unfilled will be filled by candidates not belonging to these categories.

(f) The unfilled vacancies of particular enrollment shall not be carried forward to the next enrollment as backlog.

4. Procedure for Applying for Apprenticeship. Candidates to follow the laid down procedure for applying for Apprenticeship training. Application format is given.

5. Selection Process.

(a) Shortlisting of Candidates for Written Exam. Shortlisting of candidates for issue of call letter would be undertaken based on analysis of all necessary documents.

(b) Written Examination. OMR based written examination comprises of 75 Multiple Choice Questions (Trade theory 50, Mathematics and General Science 10, General Knowledge and English language 15) with each question carrying one mark would be conducted for a duration of 90 Minutes at ATS (NSRY) campus. There will be no negative marking for wrong answers. Maximum 25 marks are alotted for interview and 05 marks for NCC/ Sports certificate holders.

(c) Interview. Candidates in the order of merit of written examination would be called for interview. Interview comprises document verification and oral test as follows:-

(i) Document Verification. During interview, candidates would be verified with the following original certificates.

(aa) SSC/ Matriculation Marks Certificate
(ab) ITI Marks Certificate
(ac) Aadhaar Card
(ad) Caste Certificate (if applicable)
(ae) PwD Certificate (if applicable)
(af) Ex-servicemen/ Armed Force Personnel Certificate (if applicable)
(ag) NCC Certificate (if applicable) (ah) Sports Certificates (if applicable) **Self-attested photocopy of certificates also to be submitted during interview.**

(ii) Oral Test. Successful candidates in document verification will be tested with technical skills in their respective trade (20 marks for interview).

(iii) The final merit list will be prepared by combining the consolidated marks of the written examination and interview.

(iv) Tie breakers will be the date of birth in the order of elder to younger followed by name of candidates in the alphabetical order.

(v) Medical Examination. All applicants are required to get medical fitness certificate from Government hospitals.

6. Schedule of Examination. The tentative date of examination would be 20 May 2025. Firm date will be indicated in the call letter.

7. Stipend. Admissibility of monthly stipend is based on Section 13 of The Apprentices Act 1961, and 'The Apprenticeship Rules 1992, read in conjunction with 'The Apprenticeship (amendment) Rules 2019' and Apprenticeship (amendment) Rules, 2021, stipend would be Rs 7700/- for one year ITI certificate holders and Rs 8050/- for two years of ITI certificate holders.

8. General Information.

(a) Travelling Expenses.

(i) No arrangements for boarding and lodging will be made by the Government at the place of written examination nor will any payment in respect of traveling expenses be admissible.
(ii) Candidates will have to make their own arrangements towards lodging and boarding during entire selection process (written & interview).

(b) Medical Treatment. Apprentices will be entitled to free treatment at Defence Civilian MI Room during training period. In case of requirement, the Apprentice would be referred to the Government hospitals for further treatment.

(c) General Behavior and Discipline. Apprentices have to maintain strict discipline during training as per the rules and regulations of the Apprentices School/NSRY (K)/ NAY (K) as well as rules laid down in the 'The Apprentices Act 1961' as amended from time to time.

(d) Disassociation from Politics. Apprentices are forbidden to join any labour union or similar organization or participate in trade union activities. They are also not allowed to take part in any political activity.

(e) Sports and Physical Training. During the period of training, facilities may be made available to the apprentices for outdoor and indoor games and they will be required to take part in them.

(f) Employment. As per Apprentices Act 1961 read in conjunction with Apprentices (Amendment) Act 2014 and Apprenticeship (amendment) Rules 2015, it shall not be obligatory on the part of Naval Ship Repair Yard, Kochi to offer any employment to Apprentices nor can an Apprentice claim right for employment on the grounds of completion of Apprenticeship.

(g) Police Verification Certificate. Candidates would be required to produce Police Verification Certificate (PVC) during joining. Failing which their candidature will be rejected.

(h) Commencement of Training. The training will tentatively start in Jul 25. Final selected candidates will be offered apprenticeship contract for duration of one year as per the Apprentices Act, 1961.

(i) All other terms and conditions as are not specified e.g. training programme, certification, termination of contract, compensation, leave, absentees etc. will be governed by 'The Apprentices Act, 1961', 'The Apprenticeship Rules, 1992', and the rules framed thereunder from time to time, as well as regulations of the Ministry of Defence and NSRY (K).

9. Important Notice.

(a) Incomplete applications will not be accepted.

(b) Applications without valid community / Caste certificate will be considered as unreserved category.

(c) Candidates are informed that no money is required to be paid to anyone who co-ver for this enrollment. All are advised not to fall prey to any touts or called agents in any way for this enrollment. Any candidate found to be involved in any kind of

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