



**MUMBAI PORT TRUST**  
**MECHANICAL AND ELECTRICAL ENGINEERING DEPARTMENT**  
 APPRENTICE TRAINING CENTRE, FIRST FLOOR  
 Mb.P.T. WORKSHOP, CLARKE BUNDER,  
 MAZGAON (EAST), MUMBAI – 400 010.

Tel. : 66566625 / 66566626

(Cost of Application Form Rs.20/-)

E-mail: pvkaryekar@mbptmail.com

APPLICATION FORM FOR GRADUATE / TECHNICIAN APPRENTICE, ENTRY YEAR 2016-17.  
UNDER THE APPRENTICES (AMENDMENT) ACT 1973.

<b>For office use only.</b>		
<b>Eligible/Not Eligible</b>	<b>Discipline</b>	<b>GME/GEE DME/DEE</b>
<b>If not eligible</b>	<b>Whether SC/ST/PH/OBC/GEN/ Ex Serviceman</b>	
<b>Reason/s</b>	<b>Aggregate % OF MARKS : _____ % Experience : _____</b>	

THE CANDIDATE  
SHOULD AFFIX  
HERE HIS/HER  
RECENT COLOR  
PHOTOGRAPH  
(In Passport size)

(Strike out whichever is not applicable)

( Note:- The candidate should read carefully the instructions / general guidelines attached herewith before filling up the application and retain it with him/her and only submit the prescribed application form)

1. Name as per final examination  
mark sheet/passing certificate  
(IN BLOCK CAPITAL LETTERS.) : \_\_\_\_\_
2. Date of Birth : \_\_\_\_\_
3. Age on the date of application : \_\_\_\_\_ Year \_\_\_\_\_ Months  
(Attested copy of Certificate to be attached)
4. Sex / Gender : MALE / FEMALE
5. Marital Status : MARRIED / UNMARRIED
6. Full postal address for correspondence  
with pin code No.  
(IN BLOCK CAPITAL LETTERS.) : \_\_\_\_\_  
\_\_\_\_\_
- Res. Telephone No. : \_\_\_\_\_
- Mobile No. : \_\_\_\_\_
- E-mail ID : \_\_\_\_\_
- PAN Card details : (Please enclose photocopy)
- AADHAR Card details : (Please enclose photocopy)
7. i) Whether applicant belongs to the Scheduled Caste/ : Yes / No.  
Scheduled Tribe/Other Backward Class/  
Physically Handicapped/ Ex-Serviceman.  
ii) If yes, whether attested copy of the Category  
Certificate is attached : Yes / No.  
iii) Religion : \_\_\_\_\_  
iv) Caste : \_\_\_\_\_
8. Permanent Address with pin code No. : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. Father's / Guardian's Name and Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

10. Application downloaded from MbPT website is submitted along with Pay Order No./ Banker's Cheque No./ Demand Draft No. in favour of The Board of Trustees of the Port of Mumbai or UTR(Unique Transaction Reference) Number in case of payment of cost of application form by NEFT.  
The details of beneficiary are as under:  
Name of the beneficiary – The Board of Trustees of the Port of Mumbai  
Bank Account No- 10996685430  
Type of the Bank Account- Current  
Name of the Bank- State Bank of India  
IFSC Code No- SBIN0000300 : \_\_\_\_\_
11. i) Month and year of passing S.S.C. Examination : \_\_\_\_\_  
ii) Percentage of marks obtained in S.S.C. ( 10<sup>th</sup> Std.) examination : \_\_\_\_\_%  
( Attested copy of Board mark-sheet to be attached )
12. i) No of attempts in HSC : \_\_\_\_\_  
ii) Percentage of marks obtained in H.S.C ( XII Std. ) examination : \_\_\_\_\_  
( Attested copy of board marks-sheet to be attached )
13. (a) Qualification Degree / Diploma : \_\_\_\_\_  
( Attested copy of the certificate to be attached )  
(b) Discipline : Electrical / Mechanical  
(c) Percentage of marks in aggregate : \_\_\_\_\_%  
( Attested copy of mark-sheet to be attached )  
(d) No. of attempts : \_\_\_\_\_
14. (a) Name and brief address of the institute from which the qualifying examination is passed : \_\_\_\_\_  
: \_\_\_\_\_  
: \_\_\_\_\_  
(b) Name of the Board / University : \_\_\_\_\_  
(c) Month and year of passing : \_\_\_\_\_  
(d) Whether the institute is approved by AICTE or not. : Approved / Not Approved
15. Particulars of Employment Exchange Registration (Documentary Proof to be attached) : \_\_\_\_\_  
: \_\_\_\_\_
16. Job experience / training in months : \_\_\_\_\_ months during the period  
(copy of Certificate to be attached ) from \_\_\_\_\_ to \_\_\_\_\_
17. Languages known : Can Read \_\_\_\_\_  
Can Write \_\_\_\_\_  
Can Speak \_\_\_\_\_

I have read and understood instruction / general guidelines carefully before filling up the application form and retained the same for guidance / follow-up action in future. The information furnished by me to the best of my knowledge is true and correct.

Place:

SIGNATURE OF THE APPLICANT.

Date:

**ACKNOWLEDGEMENT**

(To be filled in by the Applicant)

Received an application Form No : \_\_\_\_\_.

Shri/Smt. \_\_\_\_\_.

Other details :

SC/ST/OBC/PH/General/Ex-Serviceman : \_\_\_\_\_

Graduate/ Technician : \_\_\_\_\_

Trade applied for : \_\_\_\_\_

Inward No. : \_\_\_\_\_

Date: \_\_\_\_\_

SIGNATURE OF RECEIVER

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**Schedule of Merit List**

(i) The Merit List (s) (1,2,3) will be displayed on 05.02.2017 on the Notice Board and Mb.P.T. website [www.mumbaiport.gov.in](http://www.mumbaiport.gov.in)

(ii) The shortlisted candidates in the merit list (s)(No1,2,3) shall report on the following mentioned dates for verification of documents and selection at the office of the Training Manager, Mumbai Port Trust Workshop, Mazgaon (East) Mumbai- 400 010.

Merit List	Trade	Date
Merit list No. 1	GME, GEE, DME, DEE	08.02.2017 to 09.02.2017
Merit list No. 2	GME, GEE, DME, DEE	11.02.2017 to 12.02.2017
Merit list No. 3	GME, GEE, DME, DEE	14.02.2017 to 15.02.2017

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# **MUMBAI PORT TRUST**

(TO BE DETACHED AND RETAINED BY THE APPLICANT)

## **INSTRUCTIONS AND GENERAL GUIDELINES OF THE APPRENTICESHIP ONLY FOR GRADUATES AND DIPLOMA HOLDERS IN MECHANICAL AND ELECTRICAL ENGINEERING. ENTRY YEAR 2016-17. UNDER THE APPRENTICES (AMENDMENT) ACT 1973.**

(The applicant before filling up the application should refer to the advertisement in the leading newspapers and Mb.P.T's Website: - [www.mumbaiport.gov.in](http://www.mumbaiport.gov.in))

### **1. EDUCATIONAL QUALIFICATION**

**a) Graduate Apprentice:** A Degree in Mechanical or Electrical Engineering/Technology (GME/GEE) from a recognized University.

**b) Technician Apprentice:** A Diploma in Mechanical or Electrical Engineering/Technology (DME/DEE) from Board of Technical. Education of a State.

Qualification in Engineering for Graduates / Diploma Holders must be recognized by the State and Central Government and the University by the University Grants Commission. The Institute from where the candidate has acquired qualification must be approved by the All India Council of Technical Education (AICTE) to conduct the respective course.

**2. PERIOD OF TRAINING:** One year for Graduate/Technician, the apprenticeship training may be started at any date of the year.

**3. AGE LIMIT:** In order to undergo Apprenticeship Training, the minimum age limit is 14 years and there is no upper age limit. However, the candidates between the age of 14-18 years are not eligible to sign the Contracts, being the Minor. Their Contracts will be signed by their Guardian.

### **4. Reservation:**

The reservation of apprentices in SC/ST/OBC/PH/Ex Serviceman/Female category will be as per the rules in vogue at the time of selection of apprentices.

### **5. RATE OF STIPEND:**

- i) Graduate Apprentice: Rs.4984/- p.m.
- ii) Technician Apprentice: Rs.3542/- p.m.

**6.** The candidate must have registered his/her name with the respective employment exchange.

**7.** This Apprenticeship will however not qualify the candidate for Marine Engineering Apprenticeship.

**8. NO HOSTEL** accommodation will be provided during the training period.

**9.** Mumbai Port Trust. dose not offer any job for the Apprentice after completion of Apprenticeship Training.

**10.** Married female candidates must attach a copy of marriage certificate in support of change in their name.

**11.** All copies of certificates testimonials etc. must be certified ones in support of the statements made in the application and should be submitted with front and back side photo effects of the originals and the same should be either in English or in Hindi only. Achievement in grade point is not acceptable and such applications will be rejected if not supported by the documentary evidence from the college/institute certifying its conversion in actual % of marks.

**12.** Mumbai Port Trust will not be responsible for any postal loss or delay at any stage or communication from either side.

**13.** Failure to apply in the prescribed form along with the documentary evidences in the required manner will be a disqualification and such applications will be summarily rejected.

**14.** Application in the sealed cover superscribed with "Application for Graduate / Technician Apprenticeship" should be sent by post or by hand delivery to the Training Manager, Apprentice Training Centre, Mb.P.T. Workshop, Narsu Vithoba Nakhwa Marg, Mazgaon, Mumbai-400 010

15. Last date of submission of application will be **20.01.2017** upto **5.00PM**.

16. Application received after the due date and time will not be considered.

**17. SELECTION CRITERIA:**

(i) The shortlisted merit list (s)(No1,2,3) shall be displayed on notice board and Mb.P.T's website [www.mumbaiport.gov.in](http://www.mumbaiport.gov.in) on or after 05.02.2017.

(ii) The shortlisted candidates in merit list (s)(No1,2,3) shall report on the following mentioned dates for verification of documents and selection at the office of the Training Manager, Mb.P.T. Workshop, Mazgaon, (East) Mumbai- 400 010.

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Merit list No. 3	GME, GEE, DME, DEE	14.02.2017 to 15.02.2017

(iii) The provisional selection shall be made from amongst the responded candidates on the basis of no of seats, merit, reservation, verification of documents etc.

(iv) If the shortlisted applicants not remaining present /ready in all respects and duly prepared during the period of merit list1/2/3 will lose their chance and the next applicant /s on the panel merit list will be considered.

(v) Representation of the applicant under the above circumstances will, therefore, not be entertained.

(vi) Selected applicants will be required to produce all original certificates/mark lists for verification with two sets of attested photo copies of each of the relevant certificates /marks lists, alongwith ten (10) recent identical passport size photographs.

(vii) Selected candidate will have to undergo a Medical Examination and produce fitness certificate from the Port Trust Hospital.

**18. Surety:**

Each of the selected candidates will have to give a personal surety from a Mumbai Port Trust employee. If the apprentice abandons the contract of apprenticeship training before completion of the course, such apprentice will be liable to pay cost of training (maximum for an amount of three-month stipend) or amount to be decided by the Board of Apprenticeship Training (WR), Mumbai-400022 and if he/she fails to pay, the person giving surety will be liable to pay such of the compensation amount.

**19. REGISTRATION OF CONTRACT OF APPRENTICESHIP TRAINING**

(i) After selection the candidate will have to enter into a contract of Apprenticeship in the prescribed form as stipulated in the Apprentices (Amendment) Act 1973 along with a surety who should be a Mb.P.T. Employee. The same will be sent to the Board of Apprenticeship Training (B.O.A.T) Western Region, Sion, Mumbai-400022.

(ii) The candidate has to give a declaration that he/she has not undergone apprenticeship training anywhere, under the Act. The declaration format is provided in the Contract Registration Card. If the gap between the declaration of the result and the commencement of training is less than one year, a self-Affidavit is sufficient and if the gap is between one to three years, a Court Affidavit should be submitted in the same format as Declaration. Whereas, **a candidate is not eligible to undergo apprenticeship training if the gap is more than three years.**

(iii) Continuation of the apprenticeship will be subject to registration of the Contract of Apprenticeship of the candidate.

**20. TERMINATION OF CONTRACT:** The Contract of Apprenticeship Training of an Apprentice can be terminated on breach of Contract.

**21. PROFICIENCY CERTIFICATE:** This Board will issue a Proficiency Certificate to the Apprentice who successfully completes one year of apprenticeship training. This training will be treated as experience.

**22. Leave:**

There shall be three kinds of leave admissible to apprentices:

- a) Casual Leave : 12 days in a year.
- b) Medical Leave : 15 days in a year.
- c) Extra Ordinary Leave : Up to maximum of 10 days in a year after consuming the entire casual and medical leave.

**23. Maintenance of diaries, note-books etc :**

Each apprentice will purchase at his/her own cost work diary, note books etc. as directed by concerned authorities and maintain the same.

**24.** The decision of Mumbai Port Trust in all matters relating to eligibility, acceptance or rejection of the application and mode of selection shall be final.

**25.** Before applying, the candidate should ensure that he/ she fulfills the eligibility and other criteria, at any stage of engagement and if erroneously engaged, such candidates shall be summarily dismissed without notice.

**26.** Candidature of the candidate shall be cancelled if he/she fails to produce the required original testimonials for verification or if any other discrepancy is noticed.

**27.** The Mumbai Port Trust administration does not undertake any responsibility for sending reply to the candidate not selected or not called for. No correspondence in respect of the application submitted shall be entertained or replied by this office to any individual or organization.

**28.** No daily allowance / conveyance allowance or travelling allowance will be paid to the candidate who will be called for document verification and Medical Examination.

**29.** Before commencement of the apprenticeship training in the designated trade the selected candidate or, if he/she is a minor then, his/her guardian has to enter into a contract of Apprenticeship with the Mumbai Port Trust.

**30.** The last date of submission of application form in this office is 20.01.2017 upto 5.00PM

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