



(A Mini Ratna Category-I PSU)
INDIAN RENEWABLE ENERGY DEVELOPMENT AGENCY LIMITED
 (A Government of India Enterprise)

Advertisement – Engagement of Apprentices in Indian Renewable Energy Development Agency Limited

Indian Renewable Energy Development Agency Limited (IREDA) is a Mini Ratna (Category – I) Government of India Enterprise under the administrative control of Ministry of New and Renewable Energy (MNRE). IREDA was established as a Non-Banking Financial Institution in 1987, engaged in promoting, developing and extending financial assistance for setting up projects relating to new and renewable sources of energy and energy efficiency/conservation.

IREDA is inviting applications for Apprenticeship Training Program in **Optional Trades (Non-Engineering)** from Graduate/ Diploma pass-out candidates (as per the details tabulated below). During the period of Apprenticeship, the aspirants will be governed by The Apprentices Act, 1961 (amended till date) and commensurate policies/rules of the Company.

1. Apprentice Positions & Eligibility Criteria:

S.N.	Discipline	Proposed Numbers of Apprenticeship Positions	Duration of Apprenticeship Training	Educational Qualification (Recognized by AICTE/ UGC/ GoI)	Age Limit
a.	Finance & Accounts (F&A)	Five (05)	01 Year	B.Com	Minimum – 18 Years Maximum – 25 Years
b.	Information Technology (IT)	Five (05)	01 Year	B.C.A. or Diploma in CS/IT	<i>[Relaxation in upper age limit is applicable as per the Govt. of India guidelines for SC/ ST/ OBC (NCL) categories]</i>
Start Date of Applications: <u>22-September-2022</u> Closing Date of Applications: <u>01-October-2022</u>					

*Candidates who have already undergone or are currently undergoing apprenticeship training and/or having one year or more experience are **not eligible to apply.***

2. Stipend:

- a. Graduates (B.Com or BCA) : Rs.9,000/- per month
 b. Diploma Holders (CS/IT) : Rs.8,000/- per month

The Apprentice shall not be entitled to any other benefit/ facilities/ allowances apart from the consolidated stipend.

3. Application Fee: Nil

4. Location: New Delhi

5. How to Apply:

- a. The candidate must go through and ensure compliance to the Terms & Conditions as mentioned in this notification.
- b. The candidate must have a valid mobile number and e-mail ID before applying for the apprenticeship training. Candidates are advised to keep the registered mobile number and e-mail active till the time of selection process.
- c. The candidates are advised to apply online through the Google Form link: "<https://forms.gle/c9PjqYsDTYWf5gKu7>", only.
- d. Online applications received through the above referred link will only be accepted. No other modes will be entertained for receiving the application in whatever conditions it may be.
- e. Incomplete/ Erroneous applications submitted online will be summarily rejected.

6. Mode of Selection:

- a. ***The selection criteria will be based on the merit of final percentage of marks obtained by the candidates.*** In case of candidates securing equal marks / percentage in their qualifying examination, the candidate securing more percentage in the preceding educational qualification will be placed at the higher position in the merit list.
- b. ***The candidates have to upload their final marks in percentage (%) only and NOT in CGPA/ CPI or Grades.*** If marks are in CGPA/ CPI or Grades, candidates will have to convert it into percentage of marks, as prescribed by the respective University/ College/ Institution. The proof of conversion will be checked/ verified during Document Verification. ***The application of candidate whose marks entered in the application are in CGPA/ CPI/ Grades will be summarily rejected.***
- c. The shortlisted/selected candidates will be informed through e-mail for document verification/ joining respectively. Schedule of document verification/joining will be intimated separately.
- d. ***Medical fitness certificate*** from Government authorized doctor (Gaz.) not below the rank of Assistant Surgeon of Central/ State hospital having full details of the doctor (i.e. name, address, registration no. etc.) ***is mandatorily required before joining.*** In addition, the following documents (in original along-with one set of self-attested Photo copy) are to be produced for verification:
 - i. 10th / 12th passing certificate & marksheet
 - ii. Qualifying exam passing certificate/ degree & marksheet
 - iii. Proof of date of birth
 - iv. Valid Caste Certificate, if applicable
 - v. Passport size photographs (02 nos.)
 - vi. PAN Card
 - vii. Aadhar Card
- e. Merely meeting the eligibility criteria does not assure engagement as an apprentice.
- f. Reservation for SC/ST & OBC candidates will be as per the rules. However, in case of non-availability of candidates in particular reserved categories, it will be filled from other Reserved Categories / General categories.
- g. For each selected candidate, registration of Contract of Apprenticeship with regional Apprenticeship Advisor, Board of Apprenticeship Training (Northern Region) will be made by the Apprentice & the Company as per provisions of The Apprentices Act, 1961 (amended till date).

7. General Instructions:

- a. Only Indian Nationals are eligible to apply.
- b. Candidates, who fulfill all the above conditions, ***can only apply***.
- c. The number of candidates to be engaged is indicative and may undergo changes without any further notification.
- d. The candidature of applicants will be provisional & subject to subsequent verification of certificates. In case, it is detected at any stage of engagement or thereafter, that a candidate does not fulfill the eligibility criteria and/or has furnished any incorrect/ false information, his/her candidature will stand cancelled.
- e. Canvassing in any form and/or bringing in any influence will attract immediate disqualification.
- f. No Travel Expenses (TA/DA) will be provided to the candidates for document verification or joining or thereafter during the period of apprenticeship training.
- g. No Boarding or Lodging facility will be provided to the apprentices engaged for apprenticeship training.
- h. IREDA has no obligation to give regular employment to the Apprentices. They shall have no right to claim regular employment from IREDA on the basis of their apprenticeship training at any point of time. This apprenticeship training shall not create any liability on IREDA for providing any job to the Apprentice. IREDA Management does not take any responsibility for any sort of employment/ placement.
- i. The decision of IREDA's 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 IREDA's Management based on suitability of candidates/ Company's requirement, and no claim will arise for engagement, if some of these seats are not filled due to unsuitability/ insufficient number of candidates.
- j. IREDA will not communicate to any applicant with respect to their non-selection.
- k. IREDA has not entrusted/ authorized any individual or any organization to co-ordinate or liaison for apprenticeship training. Candidates beware of touts and IREDA is not responsible for any unwanted incident.

8. Contact Details:

For any queries, please contact e-mail address "apprenticeship@ireda.in".