

**MUMBAI PORT AUTHORITY**  
**MECHANICAL & ELECTRICAL ENGINEERING DEPARTMENT**  
**APPRENTICE TRAINING CENTRE**

**RECRUITMENT NOTICE FOR (TECHNICIAN / GRADUATE)  
APPRENTICES FOR THE YEAR 2022-23.**

1. Applications in the prescribed forms are invited in “offline” mode from the candidates for engagement of Technician / Graduate Apprentices under Apprentices Act, 1961 for the year 2022-23.
2. **Number of seats, Training Period, and educational qualification etc.:**  
The details about required minimum qualification, No. of seats, rate of stipend and period of training etc. is tabulated as under:

Sr. No.	Category / Trade	Total Seats (In Nos.)	Period of Training (Month)	Rate of Stipend per month (in Rs.)	Minimum qualification
1	Graduate Apprentice (Mechanical Engineering)	02	12	9000/-	Degree in Mechanical / Electrical Engineering / Technology from a recognized University as per Apprentices Act, 1961 (as amended from time to time)
2	Graduate Apprentice (Electrical Engineering)	03	12		
3	Technician apprentice (Mechanical Engineering)	03	12	8000/-	Diploma in Mechanical / Electrical Engineering / Technology from a recognized Board of Technical Education as per Apprentices Act, 1961 (as amended from time to time)
4	Technician apprentice (Electrical Engineering)	03	12		

3. **Eligibility Criteria:**

a) Age Limit:

To undergo Apprenticeship training, the minimum age limit is 14 years and there is no upper age limit. However, the candidates between the age 14 -18 years are not eligible to sign the Apprenticeship contract, being minor. Their contract is required to be signed by their guardians.

b) Applicant, who have already undergone or undergoing apprenticeship training under Apprentice Act, 1961 in any organisations shall NOT be eligible to apply.

c) The applicant should **NOT** have completed three years after passing of minimum qualification examination as on 01/12/2022.

4. **Reservation**

Reservation shall be as per prevailing practice in MbPA.

5. **Availability of application form:**

The prescribed application form will be available on MbPA website ([www.mumbaiport.gov.in](http://www.mumbaiport.gov.in)) during the period from **15.12.2022 to 09.01.2023**. The cost of application form will be Rs.100/- and it will be accepted in NEFT mode only.

The details of beneficiary are as under:

Name of the beneficiary – The Board of Mumbai Port Authority

Bank Account No. – 10996685430

Type of the Bank Account – Current A/c

Name of the Bank – State Bank of India

Branch – Mumbai Main Branch, Horniman Circle,  
Mumbai Samachar Marg, Mumbai -400001

MICR Number – 400002010

IFSC Code No. – SBIN0000300

Application fees in any other mode will not be accepted. The physically handicapped candidates will NOT be required to pay the application fees. The application forms will not be sent by post and it will not be sold by MbPA at Apprentice Training Centre office. The due date of submission of application form is **09.01.2023** up to 5.00 pm.

6. **How to apply:**

Step 1: Applicants are required to be registered online through NATS MIS web portal ([www.mhrdnats.gov.in](http://www.mhrdnats.gov.in)) and thereafter take print of e-mail copy mentioning apprentice enrollment / registration form.

Step 2: Applicant having valid apprentice enrollment / registration in NATS MIS portal ([www.mhrdnats.gov.in](http://www.mhrdnats.gov.in)) mentioned above are required to download the application form from MbPA's website '[www.mumbaiport.gov.in](http://www.mumbaiport.gov.in)' > Media > Vacancy' menu.

Step 3: Applicants are required to fill application form in all respect and submit the duly filled in form by hand delivery or by post in the office of ATC, Bhandar Bhavan, 3rd floor, N. V. Nakhwa Marg, Mazgaon (East), Mumbai – 400010 along with required documents, application fees receipt, etc. on and before due date. Applications received after the due date of submission or incomplete applications will be rejected and no further correspondence in this regard will be entertained. Mb.P.A. is not responsible for postal delay / loss at any stage of communication from either side.

**7. Selection Criteria:**

- (i) The selection of Graduate/Technician Apprentices will be on merit which is based on percentage of total marks obtained by the candidates in the examination of all semester. If two candidates have secured same marks in the examination, the older candidate will be placed above in the merit list. Preference will be given to wards of MbPA employees. Separate merit list will be prepared for the wards of MbPA employees and other candidates.
  - (ii) The merit list(s) will be displayed on notice board at the office of ATC, Bhandar Bhavan, 3<sup>rd</sup> floor, N.V. Nakhwa Marg, Mazgaon, Mumbai - 400 010 and it will be uploaded on Mb.P.A.'s website [www.mumbaiport.gov.in](http://www.mumbaiport.gov.in).
  - (iii) The listed candidates in the merit list shall be called for verification of all original documents and selection procedure at ATC office. The date of reporting for verification of documents and selection procedure will be displayed on notice board at the office of the ATC and it will be uploaded on Mb.P.A.'s website [www.mumbaiport.gov.in](http://www.mumbaiport.gov.in).
  - (iv) If the applicant on the merit list will not remain present and duly prepared on the specific date of reporting, their candidature will be rejected and the next candidate on the panel merit list will be considered. Representation of the candidate in above circumstances will not be entertained.
  - (v) Selected candidate will have to undergo a Medical Examination and produce fitness certificate from the Port Authority Hospital.
8. The due date of submission of application form is **09.01.2023** up to **5:00 pm**.

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**MUMBAI PORT AUTHORITY**  
**MECHANICAL & ELECTRICAL ENGINEERING DEPARTMENT**  
**APPRENTICE TRAINING CENTRE**

Tel.: 022 66566625/ 6637

(Cost of Application Form Rs.100/-)

**Application Form for (Graduate / Technician) Apprentices,  
For the Year 2022-2023**

**For Office Use Only**

- i) Diploma/Degree : \_\_\_\_\_ %  
ii) Year of Passing Diploma/Degree: \_\_\_\_\_  
iii) Employee's son /daughter: (Y/N) \_\_\_\_\_ iv) Apprentice Category: \_\_\_\_\_  
v) Reservation Category: \_\_\_\_\_ vi) Eligible: (Y/N) \_\_\_\_\_  
(SC/ST/OBC/GEN/ PH/etc.)

Affix Passport  
Size photo

(Note: - Applicants are advised to read the Recruitment Notice, Terms & Conditions and General Instructions carefully before submission of application form. Application Form duly filled in shall be submitted to the Apprentice Training Centre, Bhandar Bhavan, 3<sup>rd</sup> Floor, N.V. Nakhwa Marg, Mazgaon, Mumbai – 400010 on or before **09.01.2023** up to **5:00 pm**).

Online Apprentice Registration / Enrolment No. : \_\_\_\_\_  
(Attach e-mail copy received from  
[www.mhrdnats.gov.in](http://www.mhrdnats.gov.in) )

1. Name of the Applicant : \_\_\_\_\_  
(in block letters as per Diploma /  
Degree Engineering Mark list /  
School leaving certificate.)
2. Date of Birth : \_\_\_\_\_
3. Age on 01/12/2022 : \_\_\_\_\_ Years \_\_\_\_\_ Months  
i) Gender : Male / Female  
ii) Marital Status : Married / Unmarried
4. Full name of the father / guardian : \_\_\_\_\_
5. Whether the applicant's Father / Mother is : \_\_\_\_\_  
an employee of Mumbai Port Authority, If so, state  
his/her designation, section and department. : \_\_\_\_\_
6. i) a) Whether applicant belongs to the Scheduled : Yes / No.  
Caste / Scheduled Tribe / Other Backward  
Class / Physically Handicapped  
b) If yes, reservation category : \_\_\_\_\_  
ii) Religion : \_\_\_\_\_  
iii) Caste : \_\_\_\_\_  
iv) Whether willing to apply in reservation  
category : Yes / No.  
(if yes, enclose attested photo copy)

7. (i) Full Residential address : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- (ii) Full Permanent address : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- (iii) Mobile No. : \_\_\_\_\_
- (iv) E-mail ID : \_\_\_\_\_
- (v) PAN Card No. : \_\_\_\_\_  
*(enclose attested photocopy)*
- (vi) AADHAR card details / UID No. : \_\_\_\_\_  
*(enclose attested photocopy)*

9. Details of Application fees

*UTR (Unique Transaction Reference Number to be Mentioned and attached the Receipt)* : \_\_\_\_\_

11. Apprentice category applied for : \_\_\_\_\_

12. Educational qualification details:

Academic / Technical Qualification	Total Marks of all Semester	Total Marks Obtained in all semester	% of Total Marks **	Year of passing	Name and address of Institute / Board

\*\**(Note :- Wherever CGPA / OGPA or Later Grade is awarded in the minimum qualification examination, its equivalent aggregate **percentage of marks** must be indicated in the above. Please read General Instruction no. (C) carefully.)*

13. Language known: : \_\_\_\_\_

Submitted attested copies of following documents / certificates (please tick in the space provided):

Apprentice Registration form	:	<input type="checkbox"/>
Degree / Diploma All semesters Mark sheets		<input type="checkbox"/>
Leaving Certificate	:	<input type="checkbox"/>
UTR Receipt	:	<input type="checkbox"/>
PAN card	:	<input type="checkbox"/>
AADHAR card	:	<input type="checkbox"/>
Caste Certificate (if applicable)	:	<input type="checkbox"/>
Marriage Certificate / Gazetted copy (if applicable)	:	<input type="checkbox"/>
Physical Handicap Certificate (if applicable)	:	<input type="checkbox"/>

I hereby declare that I have not undergone apprenticeship training elsewhere or had worked. Further, I also declare that the particulars mentioned above are true to the best of my knowledge. I have carefully read and understood the recruitment notice, terms and conditions and General Instructions. I am aware that in case, I have given any wrong information or I do not fulfil the criteria according to the advertisement or my application is found to be incomplete in any respect, my candidature will be rejected at any stage.

Place: \_\_\_\_\_

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

\_\_\_\_\_  
Signature of the applicant

**MUMBAI PORT AUTHORITY  
MECHANICAL AND ELECTRICAL ENGINEERING DEPARTMENT  
RECRUITMENT TERMS AND CONDITIONS FOR  
(GRADUATE / TECHNICIAN APPRENTICES)  
FOR THE YEAR 2022-23.**

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**A. Registration of Contract:**

- (i) After selection, the candidate shall have to enter into a Contract of Apprenticeship in the prescribed form as stipulated in the Apprentices Act, 1961 (as amended from time to time). The same will be forwarded for registration with the Board of Apprenticeship Training (BOAT), Western Region (WR), Mumbai.
- (ii) The candidate shall have to give a Declaration that he/she has not undergone apprenticeship training anywhere, under the Apprentice Act.
- (iii) In case of minor, the Guardians / parents of candidate shall have to enter into a contract of Apprenticeship in the prescribed form as stipulated in the Apprentices Act, 1961 (as amended from time to time).
- (iv) Final selection of candidate for the apprenticeship training will be subjected to registration of the Contract of Apprenticeship with the BOAT, (WR).

**B. Guarantor:**

For registration of apprenticeship contract each selected candidates shall have to give a personal guarantor who shall be employee of Mumbai Port Authority / Govt. / PSU. or a well-known establishment, who can pay the compensation amount, in case of the abandonment of apprenticeship contract. 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's stipend)** or amount to be decided by the Regional Central Apprenticeship Advisor, BOAT, (WR) and if he/she fails to pay the same, the guarantor will be liable to pay such of the compensation amount.

**C. No Obligation regarding employment:**

The Mb. P. A. shall have no obligation to offer employment to Apprentices during /or after the completion of the apprenticeship period NOR can the apprentice claim right for employment in Mb.P.A. on the grounds of completion of Apprenticeship.

**D. Hostel Facilities:**

No Hostel facilities will be made available during 'On the Job' training period by MbPA. Apprentices will have to make their own arrangement of hostels, if they require.



**E. Extend Period of Apprenticeship training:**

An apprentice who is unable to complete the full apprenticeship course within the prescribed period before the final test, owing to illness or any other circumstances beyond his/her control, in that case his/her period of apprenticeship will be extended as per Apprentices Act.,1961 (as amended from time to time).

**F. Leave:**

There shall be two kinds of leave admissible to each apprentice during Apprenticeship training period:

- a) Casual Leave : 12 days.
- b) Medical Leave : 15 days.

**G. Discipline and termination of apprenticeship:**

The apprentice must observe all the conduct rules applicable to workmen in the Port Authority. Any disagreement or dispute between employer and apprentice arising out of the contract of apprenticeship shall be referred to the BOAT, (WR), Mumbai for decision.

**H. Practical Training:**

All apprentices will be given practical training at various sections / Departments of MbPA.

**I. Test and grant of certificate:**

Each Graduate/Technician Apprentice after satisfactory completion of training will be issued Certificate of Proficiency from the Board of Apprenticeship Training (BOAT).

**MUMBAI PORT AUTHORITY**  
**MECHANICAL AND ELECTRICAL ENGINEERING DEPARTMENT**  
**GENERAL INSTRUCTIONS FOR GRADUATE/TECHNICIAN APPRENTICES**  
**FOR THE YEAR 2022-23.**

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- A. Applicants are instructed /advised to carefully read the Advertisement Notice, recruitment conditions and General Instruction before filling up the application form.
- B. The applicant who wants to avail the benefits of SC, ST and OBC reservation will be required to produce original Caste Certificate, issued by the competent authority in the prescribed format as stipulated by Government of India.
- C. Wherever CGPA / OGPA or Later Grade is awarded in the minimum qualification examination, its equivalent aggregate percentage of marks must be indicated in the application form as per the norms adopted by the Institute / Board. The copy of norms adopted by the Institute / Board shall be submitted by the applicant.
- D. The applicant who applies in the Physical Handicap category, will be required to produce the original Physical Handicap Certificate issued by the competent medical board as per rule. Reservation will be provided to Persons with Benchmark Disabilities as per section 34 of “Rights of Persons with Disabilities Act, 2016” who suffer from not less than 40% of relevant disability and are certified by a Medical Board appointed by the Central/State Govt. (If candidate do not attach copy of physically handicapped certificate his/her Application will be considered in General Category & eligibility will be decided as per General Category)
- E. The decision of Mumbai Port Authority in all matters relating to eligibility, acceptance or rejection of the application and mode of selection shall be final.
- F. Before applying, the candidate should ensure that he/she shall fulfill the eligibility criteria, if it is noticed that the candidate has not fulfilled the eligibility criteria at any stage of engagement and if he/she is erroneously engaged, his/her candidature shall be summarily dismissed without notice.
- G. Candidature of the candidate shall be cancelled if he/she fails to produce the required original documents for verification or if any discrepancy is noticed therein.
- H. The Mumbai Port Authority administration does not undertake any responsibility for sending reply / or call for the candidate not selected.
- I. No daily allowance / conveyance allowance or travelling allowance will be paid to the candidate who will be called for document verification and Medical Examination.
- J. The Service terms and conditions of the apprentices shall be governed by the Apprentices Act, 1961, as amended from time to time.
- K. The due date of submission of application form in the ATC office is **09.01.2023** up to 05:00 pm.
- L. HELP DESK:  
For any difficulties regarding recruitment notice, terms and conditions, submission of Application form, etc. the prospective applicants can call on 022 6656 6637 / 6625 between 10:00 a.m. to 17:00 p.m. (except Saturday/Sunday/ Holidays)

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