

APPLICATION FORM FOR ENGAGEMENT OF TRADE APPRENTICES FOR 2017-18

(To be filled in Capitals only; Strike out whichever is not applicable)

(Paste your recent colour un-attested passport size photo here)
(35mmX45mm)

1. Portal Registration Number : _____ Trade: _____
2. Name of the Candidate: _____ 3. Sex: _____ (M/F)
4. Father's/Husband's/Mother's Name: _____ 5. Marital Status: _____
6. Category (SC/ST/PWD- attach attested certificate copy): _____ 7. Date of Birth: _____
8. Academic Record of the Applicant: (In chronological Order from HSC) (attach Attested copies of certificates)

Sl. No.	Examination Passed	Name of the Institute	Year of passing	Max Marks / Full Marks	Marks Secured

9. Present Address: _____

 _____ Phone No. _____
10. Permanent Address: _____

 _____ Phone No. _____

11. Whether belongs to A) Employee dependent B) Land Affected Category C) Peripheral villages situated within 10Km radius of Mines & refinery D) Associated Agencies E) Candidates completed ITI in Koraput District / Candidates native of Koraput District (please tick) Fill up the following in respect of the chosen group from above. If any candidate opted for more than one group the candidature would be considered in descending order.

11-(A)- In case belong to dependents of existing employees of M&R complex including children of separated employees of M&R complex on account of Superannuation, Death or VRS:

Name of the employee	Relationship with the employee	Personal number and designation of the employee	Period of employment of the employee at M&R complex	Signature of the employee/ex-employee or spouse (in case of death)

11-(B) Candidates belonging to Land Affected Category of M&R Complex including LDPs and SAPs (only one candidate from single family). (Attach Copies of the relevant land documents and Voter ID / Aadhar Card establishing genealogical relationship with original Khatadar).

Name of the original Khatadar from whom land was acquired for NALCO	Name of village, Tahasil	Khata number and plot number	C.C voucher Number	Extent of land acquired by NALCO	Genealogical relationship of the candidate with original khatadar (Document proof to be attached)

11-(C) Candidates from the Peripheral villages situated within 10Km radius of Mines & refinery from the blocks namely Narayanapatna, Laxmipur, Dasmanthpur, Semiliguda & Koraput.

(Attach Nativity certificate issued by concerned revenue authority on or after 01st January 2017).

Name of the village	Name of the Panchayat	Name of the Block	Number and date of the Nativity certificate

11-(D) Dependent children of employees of associated agencies of NALCO such as DPS, SVM, CISE, Banks, Post Office, Nalco club, NEMCS, Community centre, Temple, Church, Masjid, Authorized allotted shop owners in inside the Nalco town ship, various social/cultural/spiritual institutions operating inside the township with the permission of management, Contractors Establishments of M&R & other PSUs/Govt. agencies situated at Damanjodi.

Name of the associated agency	Name of the employee of the associated agency	Designation or position held by the employee	Period of employment with the associated agency at M&R Complex, Damanjodi	Relationship of the candidate with the employee of associated agency	Signature of the Head of the Associated agency/Contractor with seal

11-(E) Candidates completed ITI in Koraput District / Candidates native of Koraput District

Name of the ITI	Address of the ITI	Native Village and District	Number and date of the Nativity certificate

UNDERTAKING

This is to certify that, the facts stated above are true to the best of my knowledge, belief and based on record. I also further certify that I have not undergone Apprenticeship Training in any other organization prior to this. In case the facts stated above are found to be incorrect or false, my candidature for training shall be rejected and I further undertake to refund the stipend received by me from NALCO and shall be held responsible for the consequences under the provisions of the Apprenticeship Act, 1961.

Date: / /

Signature of the candidate (in full)

FOR OFFICE USE ONLY

(FOR 11-A) CERTIFICATION FROM NALCO HRD Deptt. (Estt. Section)

Certified that Mr./Ms: _____ is the **dependent** (Son/Daughter/Brother/Sister) of Sri/Smt: _____ Pl. No: _____, Designation: _____ Department: _____ Unit: _____ who is/was in employment of the Company at M&R Complex from _____ to _____.

Date: ____/____/____

**Signature of the concerned executive of
HRD Dept. with seal**

(FOR 11-B) CERTIFICATION FROM NALCO Admn.Deptt (PD/Land section)

Certified that Mr/Ms _____ S/o/D/o _____ belong to the family lineage of Sri _____, who has lost. _____ Acres of **Land** for NALCO, M&R Complex at village _____, Tahasil _____ as per the records available with us. The relevant documents submitted by the candidate has been verified by me & found to be authentic.

Date: ____/____/____

**Signature of the concerned executive of
PD/ Land Section of Admn. Dept. with seal**

(FOR 11-C) CERTIFICATION FROM NALCO Admn Deptt (PD/Land section)

Certified that Mr/Ms _____ belongs to the Village: _____ Panchayat: _____ Block: _____ of Koraput District which is situated with in 10Km radius of Mines and refinery. The relevant documents as regards nativity has been verified by me & found to be authentic.

Date: ____/____/____

**Signature of the concerned executive of
PD/ Land Section of Admn. Dept. with seal**

Candidate Belongs to C-1/C-2 (Plz tick)

(FOR 11-D) CERTIFICATION FROM Associated Agency of NALCO (at M&R, Damanjodi)

Certified that Mr/Ms: _____ is a dependent Son/Daughter (as per affidavit submitted by the **applicant for cases of Group-D(ii)**) of Mr/Mrs: _____ who is working in _____ (institute) since _____ (year) which is an existing Associated Agency (as per the circular) functioning at M&R Complex, Damanjodi.

Signature of the head of the Institution with seal

**Countersigned by the concerned executive of HRD (for contractor)/
Concerned executive of Administration Dept. (for others)**

(FOR 11-E) CERTIFICATION FROM NALCO Admn.Deptt. (PD/Land section)

Certified that Mr/Ms _____ S/o/D/o _____ completed ITI from _____ Located in the Village _____ PO _____ District _____ as per the ITI certificate attached with the application. (OR)
Certified that Mr/Ms _____ S/o/D/o _____ belongs to the Village: _____ Panchayat: _____ Block: _____ of Koraput District as per the nativity certificate produced by the candidate.

Date: ____/____/____

Document verification committee with seal

NB :The filled in application along with the requisite documents is to be sent through *Ordinary Post ,To -Manager (HRD) -Trg, HRD Centre, Alumina Refinery, Nalco, M&R Complex, Damanjodi, 763008.Koraput (Dist.),Odisha / Drop box provided in HRD Centre, Damanjodi to submit the application in closed envelope. The last date of receipt of applications is 01/07/2017(SATURDAY).*