



GOVERNMENT OF INDIA  
MINISTRY OF DEFENCE  
ORDNANCE FACTORY BOARD  
10-A, S.K. BOSE ROAD  
KOLKATA – 700 001

INDUCTION OF TRADE APPRENTICES FOR TRAINING UNDER THE APPRENTICES  
ACT' 1961 IN ORDNANCE & ORDNANCE EQUIPMENT FACTORIES

'On-line' applications are invited from Indian citizens for Trade Apprenticeship training in Ordnance & Ordnance Equipment Factories for the year 2012-13.

1. Date for on-line registration of Application: 04.03.2013 (from 10-00 a m)
2. Last Date for on-line registration of Application : 27.03.2013 (up to 05-00 p m)
3. Last Date of receipt of Hard Copy of Application at respective Ordnance Factory:07.04.2013 (within working hours)
4. Issue of Admit Card (On-line) : from 26.04.2013
5. Date of Examination : 12-05-2013 (from 10-00 a m to 01-00 p m)

For candidates residing at Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Jammu & Kashmir, Lahul & Spiti District and Pangi sub division of Chamba district of Himachal Pradesh, Andaman & Nikobar Ilands, Lakshadweep and candidates residing abroad, last date of receipt of hard copy of the application by the respective Ordnance Factories will be:12-04-2013 (within working hours).

6. AGE: Between 14 to 22 years : as on 01-10-2012  
Relaxation in Upper age limit is permitted as under:
  - a. For SC/ST Candidates – 05 (Five) years.
  - b. For OBC candidates - 03 (Three) years
  - c. For Physically Handicapped (PH) / Physically Challenged (PC) Candidates:10(Ten) years.
  - d. For ITI Candidates: upper age limit will be relaxed by the period of training already undergone as per the normal duration of NCVT/SCVT, in the relevant trade.

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## 7. ESSENTIAL QUALIFICATION:

a. For non-ITI applicants: Passed "Madhyamik" (Class: X standard or equivalent), with minimum 40% marks in Aggregate and with 40% marks in each of Mathematics & Science.

b. For ITI applicants: Should have passed trade test from any institute recognized by NCVT or SCVT or any other authority specified through Gazette Notification of Ministry of Labour & Employment, with duration as per Apprentice Act 1961.

8. ADDRESS FOR APPLICATION: Application is to be addressed to the Senior General Manager / General Manager of the respective Ordnance Factories, where the applicant intends to undergo the Trade Apprenticeship training and to appear in the competitive induction Examination.

Ordnance Factory-wise vis-à-vis Trade-wise available vacancy is enclosed Annexure:A

## 9 HOW TO APPLY:

- a. Candidate must apply 'on-line' through Ordnance Factory Board website <http://ofbindia.gov.in> .
- b. On submission of the on-line application form, a unique Serial No. will be generated in each application form. Candidates are advised to preserve his/her application serial no. carefully, which will be required for down loading Admit Card.
- c. While filling up the on-line application form , the applicant must be ready with the following –
  - i) Scanned copy of his/her recent passport size colour photograph, and
  - ii) Scanned copy of his/her signature
- d. Candidates must follow the instructions, available on the web-site, before filling up the on-line application form.
- e. Candidates are required to take print of the filled up on-line application form, as already submitted, and sent it to the respective Ordnance Factory by Indian Post , where the candidate has applied for, keeping in a closed envelop super scribed with "APPLICATION FOR TRADE APPRENTISHIP " along with the attested copy of the following documents –
  - i. Educational qualification
  - ii. SC/ST/OBC/PH (PC) certificates. Candidates claiming OBC status should note that certificate on creamy layer should have been obtained within 03 years before the closing date.
  - iii. Document of Age proof
  - iv. Indian Postal Order of Rs. 30/- (non-refundable), in favor of Sr.GM/GM of the Ordnance Factory, where the candidate has applied for. Candidate should write in ink the serial no. of his/her application form at the back of IPO.
- f. Candidates should note that Ordnance Factories will in no case be responsible for non receipt of their hard copy application or any delay in its receipt on any account whatsoever. Hard Copy of applications received after the prescribed closing date and time will not be entertained under any circumstances and all such applications received after closing date and time will be summarily rejected.

- g. Candidates belonging to SC/ST or PH (PC) category are exempted from submitting IPO.
- h. Girl applicants are exempted from submission of IPO.
- i. Indian Postal Order must have been issued after the date of publication of this advertisement and should not be later than the last date of submission of the application form.
- j. Copy of educational qualification, Age proof, SC/ST/PH (PC) certificates & Photograph of the candidate must be attested by any Central / State Govt. Gazetted Officer or any other competent authority, as per Govt. rules.

#### 10 ADMIT CARD :

- a. Applicants, whose hard copy application form is found correct in all respects will be able to 'down load' their Admit Card by feeding the unique Serial No. as generated in the 'Application Form'. Ordnance Factory Board shall take no responsibility in case of failure to download admit card, by any candidate.
- b. It may be noted that any application form found not complying with the stipulated requirements will be summarily rejected and no correspondence with any person or organization will be made in this regard. Even in the event of rejection of the application, the IPO of Rs.30/- as submitted by the applicant will not be returned. Ordnance Factories reserve the right to accept/reject any application thus submitted.

Note: This is to be noted that mere submission of application form, receipt of Admit Card and appearance in examination does not guarantee for induction in Trade Apprenticeship in any of the Ordnance Factories. Selection of candidates will be made based on Factory-wise merit position, available vacancy, and scrutiny of original copy of credentials, clear Police verification report & Medical test.

#### 11. EXAMINATION: The Examination will be conducted in the following way:

- a. For Non-ITI Candidates: Written Test (One Paper of 03 hours duration) consisting of questions on – English, General Knowledge, Mathematics and Aptitude/Reasoning, as per Madhyamik( Class: X Standard or equivalent)
- b. For ITI Candidates: Written Test (One paper of 03 hours duration - consisting with 02 Parts)  
PART – A: Questions on English, General Knowledge, Mathematics and Aptitude/Reasoning - approx. 40% out of total number of questions.  
PART – B: Questions on the group of subject trades – approx. 60% out of total number of questions.
- c. Examination will based on 'Multiple choice Objective Type questions'.
- d. Candidate will be allowed to write the examination in any one of the following languages: Hindi / English / Telugu / Marathi / Tamil / Bengali / Oriya, as per his/her option in the Application form.
- e. Candidates will be permitted to enter examination hall with original ADMIT CARD only.

12. MERIT LIST: Merit list for all candidates will be published through Ordnance Factory Board web-site [www.ofbindia.gov.in](http://www.ofbindia.gov.in). In the event of tie in total marks obtained by the candidates, following method will be followed to decide merit position:

a. For Non-ITI Candidates : by age seniority.

b. For ITI Candidates : i. Higher marks in Part-B

ii. Age seniority (in case marks obtained in Part-B are also identical).

13. RESERVATION FOR SC/ST/OBC & PH (PC) CANDIDATES:

As per the relevant schedule in the Rules under the Apprentice Act'1961 & Disability Act'1995 & existing Govt. Rules. Final selection of the candidates will be made in order of merit in each category, separately.

14. DURATION OF TRAINING:

For Non-ITI & ITI Candidates: Duration of Training period will be as specified in the Apprentices Act, 1961. However, for ex-ITI candidates, training period will be reduced by the normal duration of Trade-wise training period, the Candidate have underwent training at ITI in respective trade.

15. STANDARD OF PHYSICAL FITNESS:

As per the Schedule II of the Apprentices Act, 1961 & Disabilities Act, 1995.

16. STIPEND: - During the 1st year of training, Rs.1490/- per month  
During the 2nd year of training, Rs.1700/- per month  
During the 3rd year of training, Rs.1970/- per month  
During the 4th year of training, Rs. 2220/- per month

(Ref. As per The Gazette notification of India, G.S.R. 838(E), Part-II-Section 3-Sub-section(i) Dt. October 18, 2010 and as amended from time to time)

No other allowances will be paid during the entire period of Apprenticeship training. However, in case of Ex-ITI candidates, period of training already undergone by them will be considered for the purpose of determining the stipend

17. MEDICAL EXAMINATION: Will be conducted by respective Ordnance Factories (for the selected candidates only). Date, Time & Venue of Medical Examination will be communicated separately by the Factory concerned.

18. TERMS & CONDITIONS:

The selected candidates will have to execute a Contract (if minor, by his/her guardian). The Apprentices will not be provided with quarters/hostel accommodation by the Ordnance Factories. During the training, the Apprentices are entitled for medical treatment from respective Ordnance Factory hospitals.

19. OFFER & ACCEPTANCE OF EMPLOYMENT:

It shall not be obligatory on the part of the Employer to offer any employment to any Apprentice after completion of training, nor shall it be obligatory for the Apprentices to accept any employment, if offered by the Employer. The candidates are advised to get themselves familiarized with the Rules and Regulation under the Apprentice Act, 1961.

20. GENERAL INFORMATION:

Applicants are advised to note the following instructions carefully:

- Must not attempt impersonation or take help of any impersonator at any stage of the selection process.
- Any material suppression of facts or submitting forged certificates shall lead to rejection to his/her candidature.
- Any candidate found using any type of unfair means in the examination, will be rejected summarily.
- Decision of Ordnance Factories in all matters relating to eligibility, acceptance/rejection of any application, allotment of examination centre etc. will be final and binding on the candidates and no inquiry/correspondence will be entertained in this regard.
- Ordnance Factory Board reserves the right to consider / incorporate any subsequent changes/modifications / additions in the terms & conditions related to this examination.
- Any dispute in regard to this induction will be subject to courts/tribunals having jurisdiction over the City/Town where the concerned Ordnance Factory is situated.
- Trades of Non-ITI candidates will be allotted by the respective Ordnance Factories, on the basis of merit position of the candidates drawn through the written examination vis-à-vis available vacancies in various Trades available in the Factory.

Factory-wise vis-à-vis Trade-wise Vacancy of Trade Apprentices (53rd Batch),2012 is attached as Annexure – 'A'

## ANNEXURE:A

## Factory-wise vis-à-vis Trade-wise Vacancy for Trade Apprentices (53rd Batch),2012

Sl.No	Name and Address of the Factory	Non-ITI	ITI
1	The General Manager Ordnance Factory Project Medak Yeddemailaram A.P - 502205	*	Electrician Fitter Foundryman Machinist Mechanic Motor Vehicle Painter(G) Programming & Systems Admin. Asst.(PASAA) Turner Welder
2	The General Manager Ordnance Factory Badmal Bolangir Odisha - 767770	*	Fitter Machinist Electrician Electronics Mechanic Refrigerator & A.C.Mechanic Mechanic Motor Vehicle Welder(Gas & Electric) Boiler Attendant Instrument Mechanic
3	The General Manager Ordnance Factory Bhandara Maharastra-441906	*	Fitter Turner Welder(Gas & Electric) Electrician Instrument Mechanic Refrigerator & A.C.Mechanic Plumber Pipe Fitter Painter(General) Domestic Commercial Refrigerator & AC Mechanic(COE)
4	The General Manager Ammunition Factory Khadki, Pune Maharastra-411003	*	Fitter Machinist Electrician Turner Attendant Operator Chemical Plant (AOCP) Boiler Attendant
5	The General Manager High Explosive Factory Khadki Pune, Maharastra-411003	*	Fitter Electrician Electronics Mechanic
6	The General Manager Ordnance Factory Dehuroad Maharastra-412113	*	Boiler Attendant Electrician Fitter Machinist Machinist (Grinder) Refrigerator & AC Mechanic Turner Welder
7	The General Manager Ordnance Factory Chanda Maharastra-442501	*	Fitter Turner Machinist Electrician Boiler Attendant
8	The General Manager Machine Tool Prototype Factory Ambarnath Maharastra:421502	*	Fitter Turner Machinist Machinist Grinder Mechanic Machine Tool Maintenance Welder(Gas & Electric) Electrician
9	The General Manager Ordnance Factory Ambarnath Maharastra-421502	*	Fitter Foundryman Machinist Electronics Mechanic Mechanic Machine Tool Maintenance Welder Electrician
10	The General Manager Ordnance Factory Varangaon Maharastra-425308	*	Fitter Turner Machinist Machinist Grinder Mechanic Machine Tool Maintenance Electrician
11	The General Manager Ordnance Factory Bhusawal Maharashtra-425205	*	Fitter Sheet Metal Worker Welder(Gas) Electrician Painter Programming & Systems Admin. Asst.(PASAA)
12	The General Manager Ordnance Factory Ambajhari, Nagpur Maharastra-440021	*	Machinist Fitter Turner Electrician Electronics Mechanic Welder Mechanic Machine Tool Maintenance

## ANNEXURE:A

## Factory-wise vis-à-vis Trade-wise Vacancy for Trade Apprentices (53rd Batch),2012

Sl.No	Name and Address of the Factory	Non-ITI	ITI
13	The General Manager Heavy Vehicle Factory Avadi Tamilnadu-600054	*	Fitter Turner Machinist Welder(Gas & Electric) Electronics Mechanic Electrician Carpenter Programming & Systems Admin. Asst.(PASAA)
14	The General Manager Engine Factory Avadi Tamilnadu-600054	*	Fitter Turner Machinist Electrician Electroplater Electronics Mechanic Mechanic Machine Tool Maintenance
15	The General Manager Ordnance Clothing Factory Avadi, Tamilnadu-600054	*	Tailor(Men) Sewing Machine Mechanic
16	The General Manager Cordite Factory Aruvankadu, Tamilnadu-643202	*	Fitter Turner Machinist Electrician Instrument Mechanic Programming & Systems Admin. Asst.(PASAA)
17	The General Manager Heavy Alloy Penetrator Project Tiruchirapalli Tamil Nadu - 620025	NIL	Fitter Machinist Turner Welder(G&E) Electrician Refrigerator & A.C.Mechanic Programming & Systems Admin. Asst.(PASAA)
18	The General Manager Ordnance Factory Tiruchirapalli Tamil Nadu-620016	*	Machinist Machinist Grinder Fitter Turner Electrician Welder(G&E) Electronics Mechanic Mechanic Machine Tool Maintenance Mechanic Motor Vehicle Refrigerator & A.C.Mechanic Programming & Systems Admin. Asst.(PASAA) Electroplater
19	The Senior General Manager Gun Carriage Factory Jabalpur Madhyapradesh-482001	*	Mechanic Machine Tool Maintenance
20	The General Manager Ordnance Factory Khamaria Jabalpur Madhyapradesh-482005	*	Turner Machinist Mechanic Machine Tool Maintenance Electronics Mechanic Electroplater
21	The General Manager Grey Iron Foundry Jabalpur Madhyapradesh-482009	NIL	Fitter Foundryman Electrician Mechanic Machine Tool Maintenance Welder Mechinist Turner
22	The General Manager Vehicle Factory Jabalpur Jabalpur Madhyapradesh	*	Mechanic Motor Vehicle Fitter Machinist Welder(G&E) Electrician IT & Electronic System Maintenance CNC Programme cum Operator Mechanic Machine Tool Maintenance Auto Electrician
23	The General Manager Ordnance Factory Itarsi Madhyapradesh-461122	*	Fitter Electrician Programming & Systems Admin. Asst.(PASAA) IT & Electronic System Maintenance Carpenter Machinist Turner Painter (general) Mason (BC)
24	The General Manager Ordnance Factory Katni Madhyapradesh-483503	*	Turner Electrician Mechanic Machine Tool Maintenance Instrument Mechanic Foundryman Machinist Grinder Tool & Die Maker Welder (G&E)

**ANNEXURE:A**

**Factory-wise vis-à-vis Trade-wise Vacancy for Trade Apprentices (53rd Batch),2012**

Sl.No	Name and Address of the Factory	Non-ITI	ITI
25	The General Manager Ordnance Factory Kanpur Uttarpradesh-208009	*	Machinist Fitter Turner Machinist Grinder Electrician Welder (G&E) Electronics Mechanic Instrument Mechanic
26	The General Manager Small Arms Factory Kanpur Uttarpradesh-208009	*	Fitter Machinist Turner Grinder IT & Electronic System Maintenance
27	The General Manager Ordnance Parachute Factory Kanpur Uttarpradesh-208004	*	Tailor(Men)
28	The General Manager Ordnance Equipment Factory Kanpur Uttarpradesh-208001	*	Tailor Men Fitter Electrician Machinist
29	The General Manager Field Gun Factory Kanpur Uttarpradesh-208009	*	Machinist Turner Fitter Grinder Electrician Mechanic Machine Tool Maintenance Steel Melting Hand Forger & Heat Treater
30	The General Manager Ordnance Factory Muradnagar Uttarpradesh-201206	NIL	Fitter Turner Machinist Electrician Welder Tool & Die Maker Electronics Mechanic
31	The General Manager Ordnance Clothing Factory Shahjahanpur, U P-242001	*	Tailorman Shirt & Trouser Maker
32	The General Manager Ordnance Equipment Factory Hazaratpur Uttarpradesh-283103	*	Tailorman Electrician Machinist Fitter
33	The Senior General Manager Opto Electronic Factory Dehra Dun Uttaranchal-248008	*	Fitter Turner Electrician Electroplater
34	The General Manager Ordnance Factory Dehra Dun Uttaranchal-248008	*	Fitter Turner
35	The General Manager Ordnance Cable Factory Chandigarh-160002	*	Fitter Turner Welder Electrician
36	The General Manager Rifle Factory Ishapore West Bengal-743144	*	Fitter Turner Machinist Grinder Machinist Electrician Electronic Mechanic Welder CNC Programme cum Operator Mechanic Machine Tool Maintenance
37	The General Manager Metal & Steel Factory, Ishapur West Bengal-743144	*	Machinist Machinist(Grinder)
38	The General Manager Ordnance Factory Dum Dum West Bengal- 700028	NIL	Fitter Turner Machinist Electrician Electronic Mechanic Programming & System Admin.Asstt.(PASAA)
39	The General Manager Gun & Shell Factory Cossipore West Bengal-700002	*	Electrician Fitter Turner Machinist Machinist Grinder Welder

\* For Non-ITI : Trades of Non-ITI Candidates will be allotted on the basis of Merit Position of the Candidates , drawn through the written examination vis-à-vis available vacancies in various Trades in the Factory.