

**EMPLOYMENT NOTICE**

The Government ITI's proposes to appoint trainers in the following posts on purely short-term Contract Basis and Part Time basis for a period till June'2021. The number of posts may vary depending upon the requirement. The details are as follows:

SL NO.	NAME OF THE POST	NO. OF POST	QUALIFICATION REQUIRED
<b>I. On Contract Basis (ITI, Dollygunj)</b>			
1.	Trainer (Electrical)	01	<ul style="list-style-type: none"> <li>• B.Voc/Degree in Electrical/ Electrical and Electronics Engineering from AICTE/UGC recognized Engineering College/ university with one-year experience in the relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• 03 years Diploma in Electrical/ Electrical and Electronics Engineering from AICTE/recognized board of technical education or relevant Advanced Diploma (Vocational) from DGT with two years' experience in the relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• NTC/NAC passed in the trade of "Electrician" with three years' experience in the relevant field.</li> </ul> <p><b><u>Essential Qualification:</u></b></p> <ul style="list-style-type: none"> <li>• Relevant National Craft Instructor Certificate (NCIC) in any of the variants under DGT.</li> </ul>
2.	Trainer (Information & Communication Technology System Maintenance)	01	<ul style="list-style-type: none"> <li>• B.Voc/Degree in Engineering/ Technology in Computer Science/ IT/Electronics &amp; Communication AICTE/UGC recognized Engineering College/ university with one year experience in the relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• Post Graduate in Computer Science /Computer Application/ IT/ Electronics from AICTE/UGC recognized university with one year experience in the relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• Bachelor in Computer Science / Computer Application / IT OR NIELIT A Level from AICTE/UGC recognized university with two years' experience in the relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• 03 years Diploma in Computer Science/IT/Electronics &amp; Communication from AICTE/ recognized board of technical education or relevant Advanced Diploma (Vocational) from DGT with two years' experience in the relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• NTC/NAC passed in the trade of "Information &amp; Communication Technology System Maintenance" with three years' experience in the relevant field.</li> </ul> <p><b><u>Essential Qualification:</u></b></p> <ul style="list-style-type: none"> <li>• Relevant National Craft Instructor Certificate (NCIC) in any of the variants under DGT.</li> </ul>
3.	Trainer (Workshop)	02	<ul style="list-style-type: none"> <li>• B.Voc/Degree in Engineering from AICTE/UGC recognized Engineering College/ university with one-</li> </ul>

	Calculation & Science)		<p>year experience in the relevant field.</p> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• 03 years Diploma in Engineering from AICTE/ recognized board of technical education or relevant Advanced Diploma (Vocational) from DGT with two years' experience in the relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• NTC/ NAC in any one of the engineering trades with three years' experience.</li> </ul> <p><b><u>Essential Qualification:</u></b></p> <ul style="list-style-type: none"> <li>• National Craft Instructor Certificate (NCIC) in relevant trade</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• NCIC in RoDA or any of its variants under DGT</li> </ul>
4.	Trainer (Engineering Drawing)	02	<ul style="list-style-type: none"> <li>• B.Voc/Degree in Engineering from AICTE/UGC recognized Engineering College/ university with one-year experience in the relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• 03 years Diploma in Engineering from AICTE/ recognized board of technical education or relevant Advanced Diploma (Vocational) from DGT with two years' experience in the relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• NTC/ NAC in any one of the Mechanical trades with three years' experience.</li> </ul> <p><b><u>Essential Qualification:</u></b></p> <ul style="list-style-type: none"> <li>• National Craft Instructor Certificate (NCIC) in relevant trade</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• NCIC in Reading of Drawing (RoDA) / Draughtsman (Mech /civil) or any of its variants under DGT.</li> </ul>
5.	Trainer (Civil)	02	<ul style="list-style-type: none"> <li>• B.Voc/Degree in Civil Engineering from recognized AICTE/UGC recognized Engineering College/ university with one-year experience in the relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• 03 years Diploma in Civil Engineering from AICTE / recognized board of technical education or relevant Advanced Diploma (Vocational) from DGT with two years' experience in the relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• NTC/NAC passed in the trade of Civil Engineering Assistant/ Draughtsman (Civil)/ Surveyor with three years' experience in the relevant field.</li> </ul> <p><b><u>Essential Qualification:</u></b></p> <ul style="list-style-type: none"> <li>• Relevant National Craft Instructor Certificate (NCIC) in any of the variants under DGT.</li> </ul>
6.	Trainer (Mechanical)	02	<ul style="list-style-type: none"> <li>• B.Voc/Degree in Automobile/ Mechanical Engineering from AICTE/UGC recognized Engineering College/ university with one-year experience in the relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• 03 years Diploma in Automobile/ Mechanical Engineering from AICTE recognized board of technical</li> </ul>

			<p>education or relevant Advanced Diploma (Vocational) from DGT with two years' experience in the relevant field.</p> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• NTC/NAC passed in the trade of Mechanic Motor Vehicle/ Fitter/ Welder with three years' experience in the relevant field.</li> </ul> <p><b><u>Essential Qualification:</u></b></p> <ul style="list-style-type: none"> <li>• Relevant National Craft Instructor Certificate (NCIC) in any of the variants under DGT.</li> <li>• Must Possess valid LMV driving License</li> </ul>
7.	Trainer (Electrical & Electronics)	01	<ul style="list-style-type: none"> <li>• B.Voc/Degree in Electrical/ Electrical and Electronics Engineering from AICTE/UGC recognized Engineering College/ university with one-year experience in the relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• 03 years Diploma in Electrical/ Electrical and Electronics Engineering from AICTE/recognized board of technical education or relevant Advanced Diploma (Vocational) from DGT with two years' experience in the relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• NTC/NAC passed in the trade of "Electrician" with three years' experience in the relevant field.</li> </ul> <p><b><u>Essential Qualification:</u></b></p> <ul style="list-style-type: none"> <li>• Relevant National Craft Instructor Certificate (NCIC) in any of the variants under DGT.</li> </ul>
8.	Trainer (Physical Education-cum-Hostel Warden) (Female)	01	<ul style="list-style-type: none"> <li>• Bachelor's Degree in Physical Education from a recognised institution</li> </ul>
<b>II. On Contract Basis (ITI, Arong, Car Nicobar)</b>			
1.	Trainer (Electrical)	03	<ul style="list-style-type: none"> <li>• B.Voc/Degree in Electrical/ Electrical and Electronics Engineering from AICTE/UGC recognized Engineering College/ university with one-year experience in the relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• 03 years Diploma in Electrical/ Electrical and Electronics Engineering from AICTE/recognized board of technical education or relevant Advanced Diploma (Vocational) from DGT with two years' experience in the relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• NTC/NAC passed in the trade of "Electrician" with three years' experience in the relevant field.</li> </ul> <p><b><u>Essential Qualification:</u></b></p> <ul style="list-style-type: none"> <li>• Relevant National Craft Instructor Certificate (NCIC) in any of the variants under DGT.</li> </ul>
2.	Trainer (Mason)	02	<ul style="list-style-type: none"> <li>• B.Voc/Degree in civil engineering from AICTE/UGC recognized Engineering College/ university with one-year experience in the relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• 03 years Diploma in civil engineering from AICTE/</li> </ul>

			<p>recognized board of technical education or relevant Advanced Diploma (Vocational) from DGT with two years' experience in the relevant field.</p> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• NTC/NAC passed in the trade of Mason (Building Constructor) with three years' experience in the relevant field.</li> </ul> <p><b><u>Essential Qualification:</u></b></p> <ul style="list-style-type: none"> <li>• Relevant National Craft Instructor Certificate (NCIC) in any of the variants under DGT.</li> </ul>
3.	Trainer (Welder)	02	<ul style="list-style-type: none"> <li>• B.Voc/Degree in Mechanical/ Metallurgy/ Production Engineering/ Mechatronics from AICTE /UGC recognized university/ college with one year experience in relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• 03 years Diploma in Mechanical and allied from AICTE/ recognized technical board of education or relevant Advanced Diploma (Vocational) from DGT with two years' experience in relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• NTC/NAC passed in the Trade of "Welder" with three years' experience in the relevant field.</li> </ul> <p><b><u>Essential Qualification:</u></b></p> <ul style="list-style-type: none"> <li>• Relevant National Craft Instructor Certificate (NCIC) in any of the variants under DGT.</li> </ul>
4.	Trainer (Computer Operator & Programming Assistant)	01	<ul style="list-style-type: none"> <li>• B.Voc/Degree in Computer Science/ IT from AICTE/ UGC Recognized University with one year experience in the relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• Post Graduate in Computer Science /Computer Application / IT from UGC Recognized University or NIELIT B Level with one year experience in the relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• Bachelor in Computer Science / Computer Application / IT OR PGDCA from UGC recognized University or NIELIT A Level with two years' experience in the relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• 03 years Diploma in Computer Science / IT from recognized Board/ Institute or relevant Advanced Diploma (Vocational) from DGT with two years' experience in the relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• NTC/NAC in COPA trade with three years' experience in the relevant field.</li> </ul> <p><b><u>Essential Qualification:</u></b></p> <ul style="list-style-type: none"> <li>• Relevant National Craft Instructor Certificate (NCIC) in any of the variants under DGT.</li> </ul>
5.	Trainer (Stenography &	01	<ul style="list-style-type: none"> <li>• B.Voc/Degree in Commerce / Arts (with Short-hand &amp; Typing) from a UGC recognized university with one</li> </ul>

	Secretarial Assistant) (English)		<p>year experience in the relevant field.</p> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• Diploma (Minimum 2 years) in Commercial Practice from recognised board or relevant Advanced Diploma (Vocational) with two years' experience in the relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• NTC/ NAC passed in the trade of Stenographer Secretarial Assistant (English) with three years' experience in the relevant field.</li> </ul> <p><b><u>Essential Qualification:</u></b></p> <ul style="list-style-type: none"> <li>• Relevant National Craft Instructor Certificate (NCIC) in any of the variants under DGT.</li> </ul>
6.	Trainer (Plumber)	01	<ul style="list-style-type: none"> <li>• B.Voc/Degree in Civil / Mechanical engineering from AICTE/UGC recognized Engineering College/ university with one-year experience in the relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• 03 years Diploma in Civil / Mechanical engineering from AICTE/ recognized board of technical education or relevant Advanced Diploma (Vocational) from DGT with two years' experience in the relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• NTC / NAC passed in Plumber or relevant trade with 3 years' experience.</li> </ul> <p><b><u>Essential Qualification:</u></b></p> <ul style="list-style-type: none"> <li>• Relevant National Craft Instructor Certificate (NCIC) in any of the variants under DGT.</li> </ul>
7.	Trainer (Engineering Drawing)	01	<ul style="list-style-type: none"> <li>• B.Voc/Degree in Engineering from AICTE/UGC recognized Engineering College/ university with one-year experience in the relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• 03 years Diploma in Engineering from AICTE/ recognized board of technical education or relevant Advanced Diploma (Vocational) from DGT with two years' experience in the relevant field.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• NTC/ NAC in any one of the Mechanical trades with three years' experience.</li> </ul> <p><b><u>Essential Qualification:</u></b></p> <ul style="list-style-type: none"> <li>• National Craft Instructor Certificate (NCIC) in relevant trade</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• NCIC in Reading of Drawing (RoDA) / Draughtsman (Mech /civil) or any of its variants under DGT.</li> </ul>
<b>Total</b>		<b>23</b>	
<b>On Part Time Basis (VTI, Bakultala &amp; ITI, Arong, Car Nicobar)</b>			
1.	Part Time Trainer, (Employability Skills)	02	<ul style="list-style-type: none"> <li>• MBA/ BBA / Any Graduate/ Diploma in any discipline with Two years' experience with short term ToT Course in Employability Skills from DGT institutes. (Must have studied English/ Communication Skills and Basic Computer at 12th / Diploma level and above)</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• Existing Social Studies Instructors in ITIs with short</li> </ul>

			term Training of Trainers (ToT) Course in Employability Skills from DGT institutes.
	<b>Total</b>	02	
	<b>Grand Total</b>	25	

The candidates appointed on short term contract basis shall be paid remuneration of **Rs. 24,000/-** per month and **Rs.200/-** for first hour and **Rs.150/-** for subsequent hours in respect of candidate appointed on part time basis.

The Degree/ Diploma candidates who do not possess Craft Instructor Training Scheme (CITS) certificate and prescribed experience can also apply for the above said posts. However, preference shall be given to the candidates possessing Craft Instructor Training Scheme (CITS) certificate in concerned trade with experience.

The interested candidates can apply online through e-recruitment portal of Andaman & Nicobar Administration i.e. <https://erecruitment.andaman.gov.in> The portal shall open from 08.12.2020 to 22.12.2020. The qualified candidates can apply in one or more post as per their qualification. The mode of selection shall be intimated through the above said portal.

Kindly note that, the candidates should check their eligibility before applying for the post. Moreover, they should also monitor the above said website periodically for necessary information's in this regard.

**Labour Commissioner & DET**

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## INSTRUCTIONS FOR FILLING THE ONLINE APPLICATION

### General Instructions:

1. Candidate shall start filling up the online application by clicking on “APPLY ONLINE”.
2. The Candidate has to go through following steps for completing his/her online submission.
  - a) Personal Details
  - b) Selection of Post
  - c) Educational Qualification
  - d) Upload scanned copy of educational qualification (Technical)
  - e) Upload scanned colored photograph and signature
  - f) Final Confirmation and Submission
3. Filling of online application has to be completed in a single session.
4. The candidate should enter all required information correctly in the fields of the online application.
5. Personal Details once saved cannot be modified again.
6. Kindly keep your scanned copy of colored photograph (File Size between 20 kb to 50 kb with file extension .jpg/.jpeg), signature (File Size between 10 kb to 20 kb with file extension .jpg/.jpeg) and technical qualification (file extension .pdf) before applying.
7. After filling the fields, the candidate can save the information and continue to next form by clicking on the “CONTINUE” button. The candidate can edit the filled details in qualification, photograph, signature, Post for which applying till the final confirmation & submission by clicking on “EDIT APPLICATION”.
8. Click on “CONFIRM & SUBMIT” for final submission of the application form.
9. Take a printout of the online application after confirmation. A Registration Number will be generated in the printed application form and a SMS will be sent to the registered mobile number.
10. The last date for online submission of application is given in the advertisement details.

### Personal Details:

- a) The candidate has to provide his/her personal details as per the certificates.
- b) Personal details comprise of Name of Applicant, Father’s Name, Date of Birth, Gender, Category, whether government staff or not, Permanent Address, Tehsil, State to which he/she belongs, District, Communication address, Mobile Number, Aadhaar Number, e-mail ID. All fields are compulsory.

**Note: - Personal Details once saved cannot be modified again.**

### Education Qualification Details:

- a) After completion of personal details, Candidates has to select the post for which he/she is applying. The qualified candidates can apply in one or more post as per their qualification.
- b) The candidate has to fill the Education qualification as per the requirement given in the advertisement.
- c) Under this section, the candidate has to select the Qualification from the drop down selection field, Year of passing, Board/University, duration of Course (in Months) and certificate Serial No.
- d) In the next form, the candidate has to upload Scanned colored copy of Photograph, Signature and educational qualification (Technical) of the applicant.
- The size of photograph must be within 20KB to 50KB in .jpg, .jpeg format.
  - The size of signature must be within 10KB to 20KB in .jpg, .jpeg format.
  - The size of technical qualification must be in .pdf format.

Note: -

1. Scan the recent photograph and signature.
2. Scan the CLEAR IMAGE of your signature.
3. Scanned copy of educational qualification as selected in online form only to be uploaded. If possessing more than one qualification as mentioned in employment notice, all should be merged into a single pdf file.
4. Experience certificates **should not** be uploaded.
5. Review and Confirmation
  - a) After filling all the details, the applicant can edit the application when reviewing the application. If all the entries made are correct then the applicant has to click on “CONFIRM & SUBMIT”
  - b) A SMS will be sent to your registered mobile number acknowledging the confirmation of the application.
6. PARTIALLY FILLED and NON CONFIRMED application shall be treated as incomplete application and will be considered as CANCELLED.
7. Application will be treated as confirmed only when you get the Registration No.
8. In case candidates forget to print the application or want to view his/her application form later, he/she can click on the "Print Application" link and type your Registration number and date of birth.