



शिक्षता प्रशिक्षण बोर्ड (उत्तरी क्षेत्र)
BOARD OF APPRENTICESHIP TRAINING (NORTHERN REGION)
भारत सरकार के शिक्षा मंत्रालय के उच्चतर शिक्षा विभाग के अधीन स्वायत्त निकाय
An Autonomous Body under Ministry of Education, Department of Higher Education,
Government of India
16/1-A, Lakhanpur, Kanpur – 208024



Advertisement No.:BOAT(NR)/2023/1

**RECRUITMENT TO VARIOUS POSTS ON DIRECT RECRUITMENT
BASIS IN BOARD OF APPRENTICESHIP TRAINING (NORTHERN REGION), KANPUR**

Last Date of submission of online application : 02.10.2023 (till 11:59 P.M.)

1. The Board of Apprenticeship Training (Northern Region), Kanpur invites applications from the citizens of India for recruitment to the following posts on Direct Recruitment basis as per details given below:

Post Code	Name & Classification of the Post	No. of vacancies & Category	Pay Level (as per 7 th CPC)	Qualification(s) & Experience (as on 02.10.2023)	Maximum Age (as on Closing date of Application i.e. 2 nd October 2023)
A	Assistant (Group-C)	2- UR (1-Against Lien vacancy)	Level-5 Cell-1 (Rs.29200 to 92300)	Essential: At least a second class Bachelor's degree in Arts, Science or Commerce. At least 8 years experience in Technical Education, Administration/ compiling of data on technical personnel in a Govt. Department/ autonomous organization. Desirable : Should have proficiency in computer application through software.	35 Yrs.
B	Junior Stenographer (Group-C)	1-UR 2-OBC (NCL)	Level-4 Cell-1 (Rs.25500 to 81100)	Essential: Passed Matriculation or Equivalent Shorthand speed 100 W.P.M. in English and Typing speed – 40 W.P.M. on computer (Shorthand speed subject to change @ 80 W.P.M. on approval of Competent Authority)	30 years
C	Lower Division Clerk (Group-C)	1-EWS 1-OBC (NCL) 1-UR 1-UR (Reserved for PwD)	Level-2 Cell-1 (Rs.19900 to 63200)	Essential: Matriculation or equivalent. Knowledge of typing in English at the speed of 30 W.P.M.	30 years
D	Multi-Tasking Staff (MTS) (Group-C)	1-UR	Level-1 Cell-1 (Rs.18000 to 56900)	Essential: Matriculation or Equivalent pass or ITI pass Desirable: Knowledge of operating office equipment like photocopy machine etc. Experienced person worked as Daftari, Peon, Sweepers etc. will be preferred.	25 years

2. GENERAL INFORMATION

- (i) 'Persons with Disabilities' will be given due consideration, even where reservation is not marked in the table above given of this advertisement, if suitable PwD candidates are available in merit.
- (ii) Fulfillment of qualifications per-se does not entitle a candidate to be called.
- (iii) BoAT(NR) reserves its right to place a reasonable limit on the total number of candidates to be called. Candidates having higher qualification/ marks/relevant experience may be given preference in shortlisting.
- (iv) BoAT(NR) reserves the right not to fill up the posts, cancel the Advt. in whole or in part without assigning any reason and its decision in this regard shall be final.
- (v) The OBCs-NCL candidates (if applicable) are required to submit a copy of the Caste Certificate in the format prescribed by the Govt. of India
- (vi) BoAT(NR) follows the reservation norms as per GOI rules. Central Govt. approved list of SC, ST, E and OBC categories is applicable at BoAT(NR), Kanpur.
- (vii) BoAT(NR) reserves the right to relax any of the qualifications/ experience in exceptional cases.
- (viii) No TA/DA will be paid for attending any selection/ test/document verification process.
- (ix) Age and all other qualifications (Educational and Experience) will be counted as on the last date of receipt of application i.e. 02.10.2023. Experience will be counted after the date of possessing essential educational qualification.
- (x) The above vacancies are provisional and subject to variation. The Director, BoAT(NR), Kanpur reserves the right to vary the vacancies including reserved vacancies as per the Govt. of India rules/circulars and requirements.
- (xi) Applicants already in employment of Central/State Govt./PSUs/Autonomous bodies must produce NOC from their present employer at the time of document verification process.
- (xii) If candidates claim that their Educational Qualifications are EQUIVALENT to the prescribed Essential Qualifications, it is the responsibility of the candidates to submit the necessary Documents/Certificates (Order/Letter with Number & Date) in support of equivalence, issued by the Government of India or by the Competent Authority, failing which their application/candidature shall be rejected.
- (xiii) The candidature of the candidate to the Examination is entirely provisional and mere issue of Admit Card or appearance at Examination does not entitle him/her to any claim for the post.
- (xiv) Experience Certificate from employer must mention the detail regarding Pay Scale/ Pay Band & Grade Pay, period of employment, designation (Post), whether regular/part-time/adhoc/contract, which applicant has claimed in his/her application. It is the responsibility of the applicants to provide conclusive documentary proof(s) in support of experience claimed without which the same shall not be considered.
- (xv) Candidates are requested to regularly visit BoAT(NR)'s website i.e. www.boatnr.org for updated information regarding the recruitment.
- (xvi) If any Certificate/other document for Category/Educational Qualification/Experience/other has been issued in a language other than English/ Hindi, the candidate should submit a self-certified translated copy of the same either in English or Hindi.

- (xvii) Any legal proceedings in respect of any matter or claim or dispute arising out of this advertisement and / or an application in response thereto can be instituted only in Kanpur.
- (xviii) In case there is any discrepancy among English & Hindi version of advertisement, the English version will be treated as final.
- (xix) The applicants applying in response to this advertisement should satisfy themselves regarding their eligibility for the aforesaid posts and must fulfil all the eligibility criteria on or before 02.10.2023, failing which their application will be rejected.

ABBREVIATIONS:

SC=Scheduled Caste, ST=Scheduled Tribes, OBC=Other Backward Class, EWS=Economically Weaker Section, NCL=Non Creamy Layer, Ex-S: Ex-Serviceman, GOI: Government of India, PwD: Person with Disability, UR=Unreserved, BoAT(NR)=Board of Apprenticeship Training(Northern Region), Kanpur.

3. HOW TO APPLY:

- (i) Candidates are required to fill the application form available online on the link provided in “Recruitment” section of website: www.boatnr.org.
- (ii) Candidates who wish to apply for more than one post should pay the application fee for each post.

4. APPLICATION FEE AND MODE OF PAYMENT:

The applicants shall be required to pay following application fee online.

Group-C posts at Sl. Nos. 1 (A to D)	Rs.600/- [Application fee Rs.200/- & Processing fee Rs.400/-]
For Person with Disabilities	Rs.400/- [Application fee Rs.NIL & Processing fee Rs.400/-]
	Processing fee Rs.400/- [PwD Candidates who are applying against reserved/unreserved post are not required to pay application fees, however, processing fee is required to be paid. The relevant certificate may be enclosed with application for claiming waiver of application fee].

5. CRUCIAL DATE FOR ESSENTIAL QUALIFICATIONS, EXPERIENCE & AGE LIMIT:

- (i) Essential Qualifications & Age Limit for each Post are mentioned at Sl.No.1 of this Notice.
- (ii) The Crucial Date for determining the possession of ‘AGE AND ESSENTIAL QUALIFICATION /EXPERIENCE’ will be the last date of submission of online application i.e. 02.10.2023. Experience will be counted after the date of possessing essential educational qualification.

6. AGE RELAXATION:

- (i) Relaxation in age will be as per Government of India rules. Relaxation in upper age limit is admissible only when the applicant claims the same in application form & also properly fill the CATEGORY CODE.
- (ii) Departmental candidate will be given age relaxation up to the age of 57 years. However, they will not be given relaxation in Essential qualification.
- (iii) No relaxation for age will be applicable for SC/ST /OBC candidates who are applying against general vacancy.

7. REASONS FOR REJECTION/CANCELLATION OF APPLICATION:

APPLICATIONS/CANDIDATURE OF APPLICANTS ARE LIABLE TO BE CANCELLED/REJECTED SUMMARILY OR AT ANY STAGE OF THE RECRUITMENT PROCESS IN THE EVENT OF ALL OR ANY OF THE FOLLOWING:

- (i) Applications being incomplete.
- (ii) Fee not paid as per instructions.
- (iii) Under aged/over aged candidates.
- (iv) Not having the requisite Educational Qualification/Experience/Category Status as on the closing date.
- (v) Incorrect information or misrepresentation or suppression of material facts.
- (vi) For carrying mobile phones, watch and/or electronic gadgets in the Examination premises/Hall.
- (vii) Any other irregularity.

8. MODE OF SELECTION:

The selection shall be made on the basis of:

For Group 'C': Objective Test(s) and/or Skill Test

Details of the selection process for each of the posts will be notified in due course.

EXAMINATION:

- (i) The centre(s) for holding the written/CBT test will be in Kanpur.
- (ii) The candidates must carry in original Aadhar Card/any other Govt. issued Identity proof to the examination centre, failing which they shall not be allowed to appear for the test.
- (iii) Use of calculator, Laptop, Palmtop, other Digital Instrument/ Mobile/Cell phone, Pager/electronic watches is/are not allowed. In case any candidate is caught/ found to be in possession of any gadget/instrument, he/ she would be debarred from the examination and legal proceedings shall also be initiated against him/her.
- (iv) Candidates are advised not to bring any of the above gadgets in the Test Centre as no arrangements for keeping or for security of these items would be available at the centres.
- (v) Candidates called for test are required to make their own arrangements for their travel and stay and they are not entitled for any reimbursement.
- (vi) Objective test shall be based on the syllabus which will be available on website in due course.
- (vii) Date of test will be notified in due course.
- (viii) BoAT(NR) reserves the right to allocate Test centre at any location.
- (ix) There is no provision of re-evaluation / re-checking of Answer Sheets/ Answer Scripts.

9. SELECTION CRITERIA:

- (i) Based on the Objective Test marks scored, candidates who will obtain minimum cut-off qualifying marks will be shortlisted for Skill Test wherever is applicable in the order of merit.
- (ii) Minimum qualifying marks in the objective test will be 40% for General (UR) / EWS/OBC/Ex-Serviceman and 35% for PwD candidates.
- (iii) The Skill Test will be of qualifying nature. The final selection will be based on the total marks scored by the candidate in the Objective Test.
- (iv) In final merit list, if there are two or more candidates in the same category having equal marks:
 - a) In case where the marks in objective test are same the candidate who will be having higher qualification will be placed higher in the final merit list.

- b) In case where marks in the objective test and the qualifications are also same, the candidate who had secured higher marks in the highest qualification shall be placed higher in the final merit list.

10. AFTER SELECTION:

- (i) The appointment of selected candidates will be subject to being found Medically Fit for the post, verification of character and antecedents, and verification of relevant certificates/documents.

11. ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT:

Candidates are warned that they should not furnish any particulars that are false or suppress any material information while filling in the application form. Candidates are also warned that they should in no case attempt to alter or otherwise tamper with any entry in a document or the attested certified copy submitted by them nor should they submit a tampered/fabricated document.

Candidature will be summarily cancelled at any stage of the recruitment in respect of candidates found to have indulged in any of the following activities:-

- (i) In possession of mobile phone, watch and/or and other electronic gadgets within the premises of the examination centre, whether in use or in switched off mode.
- (ii) Involved in malpractices.
- (iii) Using unfair means in the examination hall.
- (iv) Obtaining support for his/her candidature by any means.
- (v) Impersonate/procuring impersonation by any person.
- (vi) Submitting fabricated documents or documents which have been tampered with.
- (vii) Making statements which are incorrect or false or suppressing material information.
- (viii) Resorting to any other irregular or improper means in connection with his/her candidature for the examination.
- (ix) Misbehaving in any other manner in the examination hall with the Supervisor, Invigilator or representative of BoAT(NR), Kanpur
- (x) Intimidating or causing bodily harm to the staff employed by BoAT(NR), Kanpur for the conduct of examination.
- (xi) Taking away the Question/Answer sheet with him/her from the examination hall, or passing it on to unauthorized persons during the conduct of the examination.
- (xii) Not fulfilling the eligibility conditions mentioned in the Notice.
- (xiii) Candidature can also be cancelled at any stage of the recruitment for any other ground which the BoAT(NR) considers to be sufficient cause for cancellation of candidature.
- (xiv) If any candidate uses offensive/abusive/foul language/obscene picture he/she will be liable for necessary penal action under relevant Act.
- (xv) Candidature of a registered candidate is liable to be rejected at any stage of recruitment process or after recruitment or on joining, if any information provided by the candidate is false or if not found to be in conformity with eligibility criteria mentioned in the advertisement and the Candidate's employment will be terminated.

12. OTHER IMPORTANT POINTS:

- (i) The candidate should not have been convicted by any Court of Law.
- (ii) The selected candidate is expected to conform to the rules of conduct and discipline as applicable to the employees of BoAT(NR).
- (iii) The selected candidate will be liable to be posted at any place in India.
- (iv) The offer of appointment when made will be provisional and subject to verification of credentials by

- competent authority.
- (v) The vacancies are provisional and subject to variation. The Director, BoAT(NR), Kanpur reserves the right to vary the vacancies including reserved vacancies. No correspondence whatsoever would be entertained in this regard.
 - (vi) The Competent Authority reserves the right of any amendment, cancellation and changes to this advertisement as a whole or in part without assigning any reason or giving notice.
 - (vii) In case, any information given or declaration made by the candidate is found to be false or if the candidate has willfully suppressed any material information relevant to his/her appointment, he/she will be liable to be removed from the service and any action taken as deemed fit by the appointing authority.
 - (viii) The decision of the Competent Authority regarding selection of candidates will be final and no representation will be entertained in this regard.
 - (ix) In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of appointment letter, the Board reserves the right to modify/withdraw/cancel any communication made to the candidate.
 - (x) The applicant will be responsible for the authenticity of submitted information, their documents and photograph. Submission of any false, fake and/or suppression/concealment of facts shall lead to rejection/ cancellation of selection/recruitment.
 - (xi) No correspondence/queries will be entertained from candidates regarding, conduct and result of Test and reasons for not being called for in such Test.
 - (xii) Any corrigendum to this advertisement will be displayed on Board's website www.boatnr.org
 - (xiii) Canvassing of any kind will lead to disqualification.
 - (xiv) Documents pertaining to those not selected will be destroyed after 60 days of completion of selection process.

Director
BoAT(NR), Kanpur