



एक पृथिवी • एक कुटुम्बकम्
ONE EARTH • ONE FAMILY • ONE FUTURE



EASTERN COALFIELDS LIMITED
(A subsidiary of Coal India Limited)
Office of General Manager (HRD)
HRD Department, P.O.: Dishergarh,
Dist.-Paschim Bardhaman, West Bengal-713333
CIN-U10101WB1975GOI030295
Email: hodhrd.eccl@gmail.com
(An ISO 9001:2015, ISO 14001:2015 & OHSAS 45001:2018 Certified Company

Ref No: ECL/HRD/DIS/Apprentices/ITI/-26-27/341

Date: 25.06.2026

NOTIFICATION FOR ENGAGEMENT OF ITI APPRENTICES OF DIFFERENT TRADES

Eastern Coalfields Limited (ECL) is a coal producer company. As a measure of Skill Building Initiative for the Nation, proposes to engage as ITI apprentice for different discipline.

Applications are invited for engagement as ITI apprentices for different trades from the candidates registered on NAPS portal from the state of West Bengal and Jharkhand details given below:

FITTER

VACANCY				
UNRESERVED	SC	ST	OBC (NCL)	Total
30	12	7	11	60

ELECTRICIAN

VACANCY				
UNRESERVED	SC	ST	OBC (NCL)	Total
30	12	7	11	60

WELDER

VACANCY				
UNRESERVED	SC	ST	OBC (NCL)	Total
10	4	2	4	20

This apprenticeship training is for one year and contract will be automatically terminated on completion of one year from the date of commencement of practical training.

1. ELIGIBILITY CRITERIA:

- Applicant must possess ITI certificate in Trade of application.
- Applicant must be registered on the NAPS portal in his Trade of application.
- Applicant must have secured at least 40% marks in the qualifying examination i.e. in ITI.
- A candidate can apply for one trade in either West Bengal or Jharkhand. If a candidate applies for both, his/her application will be rejected.

2. ENGAGEMENT PROCEDURE FOR ITI:

- (i) Application in the prescribed format) with all necessary enclosure must be sent to
- (ii) "Office of the General Manager, HRD, Dishergarh, Paschim Bardhaman, WB, 713333" by postal service only so as to reach on us or before 31st July, 2026. The last date of receiving the application from the candidates is 31.07. 2026. It is also to be noted that the applicant who had submitted their application against the notification reference no. ECL/HRD/DIS/2025/532 dated 13.08.2025 need not need to apply again. Their previous application received at HRD, ECL shall be considered against this notification. Application must be received from the candidate by means of postal service only. Contact Officer: Shri P. Sahani, Sr. Manager (HR), HRD Centre, ECL. Contact Phone No. 7415473799.
- (iii) A merit list will be prepared based on marks obtained in qualifying examination. If two or more applicants secure same marks in qualifying examination then preference will be given to the candidate who have passed qualifying examination earlier (year of passing). If year of passing of the qualifying examination is also same, then date of birth shall be used for tie breaker. Older candidates shall be given seniority. If date of birth of two candidates are also same, the candidate who registered earlier in NAPS portal shall be senior. Reservation as applicable for CPSU shall be followed.
- (iv) Based on merit, candidate will be called for document verification. After successful document verification, candidates will be given training engagement letter indicating place of posting and date of reporting at the place of posting and also scheduled date for contract creation at HRD, ECL, HQ.
- (v) Candidate must join at their respective place of posting on the date as mentioned in the engagement letter.
- (vi) After joining at their respective place of posting, a joining letter will be issued to the candidate from their place of posting.
- (vii) Candidate must report to HRD office again with the copy of joining letter for creation of contract on portal on the date as mentioned in their engagement letter.
- (viii) Place of Apprenticeship Training shall be decided by the General Manager (HRD), ECL.

3. GENERAL INSTRUCTION:

- (i) If the application is not submitted in line with the eligibility criteria, terms & conditions, then the application is liable for rejection.
- (ii) Candidates are advised to maintain the same registered e-mail ID and mobile number till the completion of apprenticeship training.
- (iii) Candidates have to apply for **ANY ONE DISCIPLINE ONLY**. Candidates applying for more than one discipline will not be considered and their applications will be summarily rejected.
- (iv) **The last date for application is 31.07.2026.** Candidates are requested to apply sufficiently in advance before the closing date.
- (v) The candidature of the applicant would be provisional and subject to subsequent verification of certificates and testimonials. In case, it is detected at any stage of engagement or thereafter, that a candidate does not fulfil the eligibility norms and/or that he/she has furnished any incorrect/doctored / false information/ certificate/documents or has suppressed any material fact (s), his/her candidature will stand cancelled. If any of these shortcomings is/are detected even after engagement, his/her engagement is liable to be terminated.
- (vi) Applications which are incomplete or are received in any other mode/form or not fulfilling the eligibility criteria and/or those received after the last date of submission of application shall not be considered "Eligible" and are treated as "Rejected". Canvassing of any kind shall be disqualify the candidate.
- (vii) Mere completion of document verification/empanelment after the selection process shall not confer any right of engagement as an apprentice in ECL.
- (viii) **Upon completion of the Apprenticeship period, the ECL shall have NO obligation to offer employment to such apprentices NOR can an Apprentice claim for employment on the grounds of completion of Apprenticeship.**

4. STIPEND:

- (i) For Electrician and Fitter- Rs. 10,560/-per month
- (ii) For Welder- Rs. 9,600/- per month.

5. SAFETY CLAUSE:

Employer's liability in case of injury to Apprentices will be limited as per Apprentice Act, 1961. However, employer shall not be responsible for any injury, loss or accident suffered by the apprentice arising out of his/her negligence or willful disregard of safety instruction or failure to comply established safety protocols or unauthorized or unsafe operation of machinery without supervision. Such misconduct may lead to termination of Apprenticeship also.

6. SAVING CLAUSE:

Management reserves right to accept, modify and reject any or all of the conditions without any reason whatsoever with the approval of competent authority.

7. Enclosures/Documents:

Candidate must submit following documents along with duly filled in application format and also produce original certificates for verification:-

- i) Self-attested copy of Matriculation passing certificate (for welder trade 8th pass certificate may be considered).
- ii) Self-attested copy of ITI passing certificate.
- iii) Self-attested copy of final year marksheet of ITI passing.
- iv) Self-attested Registration copy of NAPS portal.
- v) Self-attested copy of Aadhar Card.
- vi) Copy of Bank details (Aadhar Link) as uploaded on the NAPS portal.
- vii) Caste Certificate in case of SC/ST/OBC (OBC certificate is valid for one year from the date of issue).
- viii) One recent passport size photo.
- ix) Affidavit for undertaking as per attached format.

Enclosure:


General Manager (HRD)
HRD, ECL.

- i) Format of application.
- ii) Format for undertaking.

ANNEXURE – I

**FORMAT FOR ITI APPRENTICES
(2026-2027)**

1.NAME:
2.FATHER'S NAME:
3.NAPS REGISTRATION NUMBER:
4.DATE OF REGISTRATION IN NAPS(DD-MM-YYYY) 6.YEAR/DATE OF PASSING ITI:
5.DISCIPLINE IN ITI : 8. NAME AND ADDRESS OF THE INSTITUTE:
7. % OF MARKS IN ITI :
09.DATE OF BIRTH (DD-MM-YYYY) 10. NATIONALITY:
11.RELIGION:..... 12. CASTE(SC/ST/OBC/GEN)
13.MARITAL STATUS:..... 14.GENDER:
15.CONTACT NUMBER (AS UPLOADED ON NAPS PORTAL):
16.E MAIL ID (AS UPLOADED ON NAPS PORTAL):
17. AADHAAR NUMBER: (Aadhaar must contain same mobile no.as uploaded on
NAPS Portal for registration)
18.NAME OF BANK: 19. NAME OF BRANCH:
20.ACCOUNT NUMBER: 21.IFSC :
22.RESIDENTIAL ADDRESS (AS UPLOADED ON NAPS PORTAL):
23.PREFERRED AREA OF TRAINING: i) ii)
iii).....

(Every effort will be done to impart training in any one of the choices given by the candidate in point 19, as Per the requirement and availability of vacancy. However, General Manager (HRD), ECL reserves the right of allotting the final place of training to the candidates)

DECLARATION:

I hereby declare that all the information furnished above and enclosures attached here with the application are true and correct to the best of my knowledge and belief. In case of any discrepancies, my application shall be liable for rejection.

Date:

Signature of Candidate

Verified by

Approved By

Note: Engagement of the applicant for ITI Apprenticeship Training will be done only if he/she is registered on NAPS Portal and has applied for Apprenticeship Training in ECL through the NAPS Portal.

Enclosures:

Self-attested copies of:

- 1.COPY OF REGISTRATION (WITH OPPURTUNITY AT ECL) ISSUED BY NAPS.
- 2.10TH / MATRICULATION PASSING CERTIFICATE.
- 3.PASSING CERTIFICATE OF ITI
- 4.FINAL MARKSHEET OF ITI
- 5.AADHAAR CARD.
- 6.BANK ACCOUNT (E AADHAR ENABLED FOR DBT AND SEEDED WITH ACCOUNT) UPLOADED ON THE NAPS PORTAL
- 7.CASTE CERTIFICATE IN CASE OF SC/ST/OBC ETC. (OBC CERTIFICATE IS VALID FOR ONE YEAR FROM IT'S DATE OF ISSUE)
- 8.ONE COPY RECENT PASSPORT SIZE PHOTOGRAPH.

ANNEXURE - II

Format for Joining of Apprenticeship Training (PGPT/PDPT/ITI)

Name:

Registration No. (NATS/NAPS)

APAAR ID (Registration with NATS Portal)

Type of Apprentice (PGPT/PDPT/ITI) Discipline/Trade.....

Date of Joining (DD/MM/YYYY) Name of Colliery /Unit:

Name of Area: Aadhaar No.:

(DBT enabled Aadhaar and its mapping with Bank Account as uploaded on NATS / NAPS Portal is mandatory)

D.O.B(DD/MM/YYYY) Gender: Religion.....

Caste category (SC/ST/OBC/GEN): Marital Status.....

Mobile No.: (as uploaded on the NATS/NAPS Portal)

Email ID.: (as uploaded on the NATS/NAPS Portal)

Name of Bank: (as uploaded on the NATS/NAPS Portal)

Bank A/c No.: (as uploaded on the NATS/NAPS Portal)

IFSC:

Bank Branch:

Permanent Address:

City/Town/Village: Distt:

State:Pin code:

Present Address:

City/Town/Village: Distt:

State:Pin code:

Signature of Attendance Clerk (with date)

Signature of Apprentice (with date)

Signature of HoD of the Deptt. / Unit Manager (With date & Official seal)

N.B.- To come physically alongwith two copies of this duly filled in form. A copy shall be handed over to candidate after contract generation to submit at concerned unit/Area for vendor code/U.M No creation.

ANNEXURE - III

UNDERTAKING

I, [Full Name], son/daughter of [Father's/Mother's Name], residing at [Full Address], aged about [Age] years, do hereby solemnly affirm and state as follows:

That I have been selected for undergoing apprenticeship training at Eastern Coalfields Limited for one year, under the Apprentices Act, 1961,

That I fully understand that my apprenticeship training will be terminated within one year from the date of commencement,

I understand that the apprenticeship training is purely for the purpose of skill development and does not guarantee any kind of employment or job offer upon completion of the training,

I hereby undertake that I shall not claim any right to employment in Eastern Coalfields Limited after the completion of the said apprenticeship training,

I further declare that I shall not initiate or support any legal proceeding or action in any court, tribunal, or forum seeking regular appointment, employment, or absorption based on the said apprenticeship training,

This undertaking is given voluntarily and with full understanding of its contents and implications.

Deponent

(Signature)

Name: [Your Full Name]

Date: [Date]

Place: [City]