



# नार्दन कोलफील्ड्स लिमिटेड Northern Coalfields Limited

(मिनीरत्न कंपनी) (A Miniratna Company)

(कोल इण्डिया लिमिटेड की अनुपंगी कंपनी) (A subsidiary of Coal India Limited)

मानव संसाधन विभाग/CETI/HRD Department

CIN- U10102MP1985GOI003160

ISO 9001, ISO 14001, ISO 27001 & ISO 45001 Certified Company

पोस्ट-सिंगरौली कोलियरी, जिला- सिंगरौली (म.प्र.), पिन 486889 / Post- Singrauli Colliery, Distt- Singrauli (M.P.), PIN-486889

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NCL/HRD/Apprentice/Notification/2025-26/M-756

Date:- 04/12/2025

## **Notification for engagement of Diploma/Graduate Apprentice trainees as per The Apprentice Act, 1961 (FY 2025-26)**

Northern Coalfields Limited (A Mini Ratna Company) is a subsidiary company of Coal India Limited, (A Government of India enterprise, functioning under the Ministry of Coal), invites application from such candidates, who are in the possession of the requisite eligibility and who are the residents of, either of Madhya Pradesh State or Uttar Pradesh State for one year engagement as Graduate/ Diploma apprentice trainee in **Diploma in Civil Engineering** and **Bachelor of Commerce** disciplines . The mode of application is online by utilizing the dedicated portal <https://nats.education.gov.in/> .

The candidates have to enroll themselves successfully on the “National Apprentice Training Scheme” (NATS) web portal i.e. <https://nats.education.gov.in/> and apply against this notification.

Candidates are advised to go through the following provisions provided in detail before applying:-

### **1. Name of the Opportunity, Training Slots available, Stipend and tenure:- (Table- 1)**

S.N.	Name of opportunity for Apprentice Training	Total Slots/Seats	Training Period	Stipend per month In Rupees*
1	Bachelor of Commerce (B.Com.)	26	01Yr.	12,300
2	Diploma in Civil Engineering	68	01Yr.	10,900
	<b>Total Slots/Seats</b>	<b>94</b>		

\*(The above Stipend is Inclusive of the Government of India share, that will be paid by GOI through DBT and the Stipend is to be administered with respect to the attendance of the Trainee on Monthly basis). Candidates with B.Com shall be deployed as Apprentice trainee in DEO profile, DEO stands for Data Entry Operators whereas, and the candidates with the Diploma in Civil shall be deployed as Apprentice trainees in the profile of Overseer).

### **2. Opportunities and Slots reserved for different caste categories:- (Table- 2)**

S.N.	Name of opportunity for Apprentice Training	UR	Vertically Reserved Slots				Total
			EWS	OBC (NCL)	SC	ST	
1	Bachelor of Commerce (B.Com.)	10	5	1	7	3	26
2	Diploma in Civil Engineering	27	14	3	17	7	68
	<b>Total Training Slots</b>						<b>94</b>

*CETI*

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*4/12/25*

\*\*\*UR: Un-reserved, EWS: Economically Weaker Section, SC: Scheduled caste, ST: Scheduled Tribes, OBC (NCL): Other Backward Class (Non Creamy Layer)

For determining the reserved slots the Provisions of The Apprentice Act 1961 and different circular/ Guidelines issued by Department of Public Training and Grievance, applicable to NCL have been followed. For claiming reservation benefit candidates must submit caste category certificate in the prescribed format enclosed herewith for reference as **Annexure-1**

**Note 1:-** Candidates must understand that the above Training Slots/ Positions are tentative and NCL reserves the right to alter/modify the number of Training Slots without stating the reasons.

**Note 2:- Suitability of disabilities for different notified positions of Apprentice** trainees shall be dealt in accordance with the MINISTRY OF SOCIAL JUSTICE AND EMPOWERMENT [Department of Empowerment of Persons with Disabilities (Divyangjan)] notification dated 04<sup>th</sup> January 2021 as published under The Gazette of India, CG-DL-E-13012021-224370 (Extraordinary) and brought into the Annexure -C (May please be referred).

The total number of horizontally reserved positions for PwBD candidates is 3, whereas 1 slot is reserved for Hard of Hearing, 1 slot is reserved for Visually Impaired and 1 Slots are reserved for orthopedically handicapped candidates.

The candidates are required to submit a Disability Certificate issued by competent authority as per the Rights of Persons with Disabilities Rules, 2017 failing which their candidature as PwBD candidates will not be considered. The format for disability certificate has been enclosed as **Annexure - 2**

**3. Details of requisite Qualification for different notified Opportunities : (Table 3)**

Sl.	Name of opportunity for Apprentice Training	Requisite Qualification (No higher qualification will be entertained) must be recognized by AICTE/UGC/BTE/ State or National Councils/Appropriate authority
1	Bachelor of Commerce (B.Com.)	3 year UGC approved recognized degree in Bachelor of Commerce
2	Diploma in Civil Engineering	3 year AICTE/State Technical Board recognized Diploma in Civil Engineering

**4. General Eligibility Requirements :**

- Only Indian national are eligible to apply.
- Only such candidates are eligible to apply who are the residents of U.P./ M.P. wherein they will be required to produce resident certificate (Domicile) to the effect of their claim.
- Age Criteria**  
Minimum 18 years and maximum 26 years as on the Cut-off date i.e. 01/12/2025. That is, the Candidate/Applicant should have born on or in between 02/12/1999 to 02/12/2007

**Concession & Relaxation:**

- Upper age is relaxed by 5 years for SC/ST candidates and 3 years for OBC candidates for the Slots/Seats reserved for them.
  - Candidates belonging to PwBD categories shall be given age relaxation up to 10 years (up to 15 years for SC/ST and up to 13 years for OBC (Non-Creamy Layer) Candidates)
- Candidate should not have passed his/her Graduation or Diploma as desired under Table 3, prior to June 2021.**
  - Calculation of Percentage:** The degree percentage as provided by university/college will be considered or where CGPA/GPA or letter grade in a qualifying degree is awarded, equivalent percentage of marks should be indicated in the application form as per norms adopted by University/Institute. Candidates are advised to obtain a certificate to this effect from University / Institute which shall be required at the time of Document Verification. Rounding off will not be considered, i.e. 49.99% will be treated as less than 50%.
  - For all positions: The qualification prescribed shall be from a recognized University/Institute as a full time regular course in relevant disciplines. Qualification



- acquired through Part-time / Correspondence / Distance Learning mode shall render the candidate ineligible.
- vii. The candidates who have undergone Apprenticeship earlier or pursuing Apprenticeship Training in an Industry as per the Apprenticeship Act (as amended from time to time) 'or' having job experience for a period of 1 year or more are summarily ineligible for the Apprentice Positions.
- viii. In case the date of Declaration of result is not mentioned in the Mark Sheet, the candidate must submit a certificate mentioning the date of publication of result from the Principal of the College/Institute from where the candidate pursued his course along with his Application Form.
- ix. Candidates possessing higher qualification over and above the prescribed qualification shall not be considered eligible for the above notified positions.

x. **Crucial dates\*:**

(Table-4)

S.N.	Critical Events	Date
01.	Cut-off date for determining the eligibility in respect of Age	1.12.2025
02.	Release of Notification (Subject to approval)	05.12.2025
03.	Start date for applying online through NATS portal	09/12/2025
04.	Candidate should not have passed his/her Graduation or Diploma as desired under Table 3, prior to	June 2021
05.	Last date for applying online through NATS portal	23/12/2025
06.	Release of list of shortlisted candidates for scrutiny of documents (Tentative)	27/12/2025
07.	Date of reporting for Document scrutiny/Verification of documents (Tentative)	3 to 5 Jan 2026
08.	Date of Commencement of Apprentice Training	Shall be Notified Separately

\*Dates mentioned are tentative and subject to alteration/ amendment

**5. Selection Methodology:**

- A candidate may apply any one of the notified positions only. Multiple applications will lead to disqualification of the candidature.
- Provisional Shortlisting of Sufficient and appropriate number of Candidates for Scrutiny of Original Documents will be done on the basis of the aggregate marks scored by the candidates in qualifying graduation/diploma course as may be applicable in reference to the position applied. NCL reserves the right to restrict the number of candidates to be called for Document Verification. **The shortlisting will be done on the basis of the information as submitted/declared by the candidates over NATS-Online application portal.**
- The candidates shall have to appear along with all original certificates/documents as per eligibility criteria notified in this Notification for scrutiny. The date and venue for scrutiny shall be notified in the official website of NCL i.e. [www.nclcil.in](http://www.nclcil.in) and the candidates shall have to report accordingly.
- In the event of failure to report with all original certificates and testimonials within the stipulated date and time, the candidature of such candidate shall stand cancelled.
- Post scrutiny/verification of eligibility, "Merit panels" will be drawn on the basis of the aggregate marks secured in the respective Graduation/Diploma qualifying course (on the basis of which the candidate is applying). The merit will be drawn by arranging the aggregate marks in descending order by putting the top scorer at the top most in the merit. The same will be published on the official website of NCL.
- A tie in the score shall be resolved firstly by the DOB by preferring the candidate who have born earlier and secondly if, tie remain unresolved, it shall be resolved by preferring such candidate whose name appears first in the English Dictionary (written in Roman script) arrangement and fashion .
- Final offer for Apprenticeship Training would be subject to clearing the Medical Test as per the prescribed standards under the Mines Rules 1955. It is mandatory to obtain a fitness certificate from the medical officer of a government hospital of rank not less than an Assistant Civil Surgeon. The prescribed format for medical fitness has been enclosed herewith for reference as **Annexure -**



3. All the entries in the medical certificate should be clear and legible. The details of any test report should not be blank. The Photograph of the candidate should be pasted on the medical examination form, which should be signed and stamped by the examining medical officer. Medical fitness certificate in any other format other than the specified will not be entertained. **The Medical Fitness certificate must be issued after the date of release of this Notification.**

- viii. The apprenticeship contract will be generated through NATS portal, and the same has to be accepted by the Candidate. The contract will be made operative between Apprenticeship Trainee and General Manager (HRD)/ Head of Department (HRD), NCL provided the contract is approved by the BOAT-Western region officials.

#### 6. Requirement before filling the online application form.

- i. Before applying for above apprentice positions, candidates have to first register themselves in online NATS portal by utilizing <https://portal.mhrdnats.gov.in>.
- ii. After successful registration with the NATS portal, a registration number (Enrolment ID) will be generated and then candidate can apply through NATS portal against this notification.
- iii. It may be noted that in case candidate does not pre-register themselves online with NATS portal and subsequently after selection as apprentice in NCL, their registration of contract as apprentice does not happen with BOAT-WR due to any reason; the candidate himself shall be responsible for the same and shall not be considered for engaging as apprentice. In such cases, candidature of the applicant will stand cancelled and offer shall be issued to next candidate from the panel.
- iv. The candidate must have an active email ID and Mobile Number which must be valid for at least next one year. All future communication including call for document verification, Corrigendum/ Addendum with regard to this advertisement with candidate will take place only through email/ SMS Alert or NCL website [www.nclcil.in](http://www.nclcil.in).
- v. The candidate must ascertain the correctness of all information before filling in the online Application form and its final submission.
- vi. The candidate shall be wholly/exclusively responsible for the information provided in his/ her online application form.
- vii. After successful applying /registration of online Application, the candidate must take a print out of the filled –in online application for further reference.

#### 7. How to apply:

- i. Candidate meeting the above prescribed eligibility criteria should visit our NATS <https://nats.education.gov.in> and apply online following the schedule as provided under Table 4.
- ii. Paper based application will not be accepted.
- iii. Candidate has to visit NCL website and then follow the path, {Home Page>Menu>Career>Apprenticeship Training}, for any information.
- iv. Firstly, a candidate has to register themselves on the Online portal and to create an online account for which they are required to have a valid mobile number and a valid email. After registering successfully they may apply for the positions of which they are fulfilling the eligibility criterion.
- v. Candidate has to provide all relevant details including NATS registration reference, Date of Birth, Name as available in Matriculation certificate, Address for correspondence, permanent address, Academic details, Scanned photograph, Scanned Signature etc.
- vi. After successfully filling the online form they have to confirm a declaration and he/she must go through the details provided in preview before final submission.
- vii. After final submission of online application candidate must save and preserve a Hard as well as soft copy of his/her online application for future purposes.
- viii. An email regarding document verification will be sent to the candidate. He should ensure that he checks his email regularly to avoid missing the notification.

#### 8. General Terms & Conditions:

1. The Apprenticeship Act, 1961(Amendment Act 2014) and The Apprenticeship Rules, 1992 as amended till date will be referred for any clarification.
2. No TA/DA will be paid to the applicants who are shortlisted and called to appear into the scrutiny and post scrutiny processes for completion of formalities.
3. The Apprenticeship Trainee shall not be absorbed in NCL as an employee of any of the establishments of the NCL in any case whatsoever and the Apprenticeship Trainee shall not raise


claim for the employment in NCL in any case. Any such claim for employment will not be entertained.

4. All the candidates shortlisted for being engaged as Apprenticeship Trainee will have to submit a valid Affidavit assuring various stipulations related with the fulfillment of various conditions before commencement of Apprentice Training in NCL. Format is enclosed as **Annexure-4**
5. The Apprenticeship Trainee will be paid stipend directly into their AADHAAR linked bank account as per their signed Apprenticeship training contract. In due course if any alternate instructions from the competent authority are issued in relation to the payment of Stipend the same will be implemented and remain applicable in respect of each trainee.
6. Candidates are advised to periodically visit NCL website that is [www.nclcil.in](http://www.nclcil.in) as all future correspondence and latest information with regard to apprenticeship training will be given on our website or email or SMS alerts.
7. Applications/Registrations which are incorrect/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 on-line applications shall not be considered "Eligible" and treated as "Rejected" without giving any notice to the candidate.
8. Canvassing in any manner at any stage will lead towards cancellation of the candidature.
9. The Apprenticeship Trainee will be placed under the complete administrative control of the various areas/projects of NCL for their Apprenticeship training, stipend, leave, attendance, apprenticeship diary etc. The deployment of trainees across different units and Coal producing Areas/fields shall be a prerogative of the NCL management.
10. Any material suppression of facts or submitting forged/false certificates shall lead to rejection of his / her candidature at any stage of selection process without giving any notice to the candidate.
11. Any subsequent changes in the Terms and Conditions of the engagement of apprentices for apprenticeship training as per the extant rules will stand applicable. NCL reserves the rights to incorporate any subsequent changes/modifications/additions in the terms and conditions under this advertisement notice as necessitated and applicable.
12. Any dispute concerning the engagement of Apprenticeship Trainee will be subject to courts/tribunals of the city/town i.e. Singrauli, MP only.
13. The competent authority reserves the right to adopt any alternative and lawful mode of selection in part or in whole.
14. Apprenticeship Trainee will not be provided any accommodation, fooding/ lodging or transport during the apprenticeship training period.

**Note:** In case candidate face any difficulty while applying to respective training positions/slots for Northern Coalfields Limited, through online mode by utilizing the NATS website that is, may contact to **HRD Department, NCL** by writing an email to: [apprentice.ncl@coalindia.in](mailto:apprentice.ncl@coalindia.in)

However all relevant information will be provided through official website of NCL. Candidate may visit NCL website under Menu>Career>Apprenticeship Training section for updates.

  
GM (HRD), NCL

 Singrauli, M.P.-486889

**Enclosures:**

Annexure 1: Prescribed format for claiming reservation to the categories i.e. SC/ST/OBC-  
(NCL)/ EWS

Annexure 2: Prescribed format for claiming benefit of reservation for person with benchmark  
Disability.

Annexure 3: Format for Medical Fitness along with the medical Standards following the Mines  
Rules 1955

Annexure 4: Prescribed format for Affidavit need to be notarized by the candidates before joining  
NCL, as Apprentice Trainee.