

## Detailed Advertisement

### **Advertisement No.: IFCI/2024-25/09**

IFCI Ltd. (erstwhile Industrial Finance Corporation of India, established in 1948 as India's first Development Financial Institution), is an NBFC-ND-SI and a Government of India Undertaking. IFCI has contributed significantly to the Indian economy through its continuous support to projects in various spheres of growth & development – manufacturing, infrastructure & services and agriculture allied sectors.

Further, IFCI has been working on various schemes from the Government of India as Project Management Agency/Verification Agency and is keen on strengthening its offering of Advisory services, both for Government Agencies and Corporates. Accordingly, IFCI is inviting applications for Apprenticeship Training Program in Finance & Accounts and Administration Trades as per the details tabulated below. During the period of apprenticeship, the aspirants will be governed by The Apprentices Act, 1961 (amended till date) and commensurate policies / rules of the Company.

#### **I. Apprentice Positions & Eligibility Criteria:**

Discipline	Proposed Number of Apprenticeship Position	Duration of Apprenticeship Training	Education Qualification	Age Limit	Stipend
Finance & Accounts Trainee/ Administration Trainee	3	12 months	B.Com/BBA -Finance	Minimum 20 years and maximum 28 years as on 31.12.2024	Rs.15,000/-

*Note: Relaxation in upper age limit is applicable as per the Government of India guidelines for SC/ST/OBC/PwD categories candidates will be provided as per Govt. of India guidelines.*

#### **II. How to Apply:**

- a) The candidate must go through and ensure compliance to the Terms & Conditions as mentioned in this notification.
- b) The candidate must have a valid mobile number and e-mail ID before applying for the apprenticeship training. Candidates are advised to keep the registered mobile number and e-mail active till the time of selection process.
- c) The candidates are advised to apply online through the portal of NATS (National Apprenticeship Training Scheme) i.e. <https://nats.education.gov.in/> only.
- d) Online applications received through the above referred link/mode will only be accepted. No other modes will be entertained for receiving the application in whatever conditions it may be.
- e) Incomplete/ Erroneous applications submitted online will be summarily rejected.

**Note: LAST DATE FOR SUBMISSION THROUGH E-MAIL IS JANUARY 30, 2025**

**III. Location:** New Delhi

**IV. Mode of Selection:**

- i. The qualification for considering selection will be based on the merit of final percentage of marks obtained by the candidates. In case of candidates securing equal marks / percentage in their qualifying examination, the candidate with higher age will be considered.
- ii. The candidates have to upload their final marks in percentage (%) only and NOT in CGPA/ CPI or Grades. If marks are in CGPA/ CPI or Grades, candidates will have to convert it into percentage of marks, as prescribed by the respective University/ College/ Institution. The proof of conversion will be checked/ verified during Document Verification. The application of candidate whose marks entered in the application are in CGPA/ CPI/ Grades will be summarily rejected.
- iii. IFCI shall shortlist candidates based on shortlisting criteria. IFCI will have Interaction/ Interview with the qualified candidates for final selection.
- iv. The shortlisted/selected candidates will be informed through e-mail for document verification/ joining respectively. Schedule of document verification/joining will be intimated separately.
- v. The following documents (in original along- with one set of self-attested Photocopy) are to be produced for verification:
  - 10th / 12th passing certificate & mark-sheet
  - Qualifying exam passing certificate/degree & mark-sheet
  - Proof of date of birth
  - Valid Caste Certificate, if applicable
  - Passport size photographs (02 nos.)
  - PAN Card
  - Aadhar Card
- vi. Merely meeting the eligibility criteria does not assure engagement as an apprentice.
- vii. Reservation for SC/ST, OBC and PwBD candidates will be as per the rules of Government of India.
- viii. For each selected candidate, registration of Contract of Apprenticeship with Board of Apprenticeship Training will be made by the Apprentice & the Company as per provisions of The Apprentices Act, 1961 (amended till date).

**V. General Instructions:**

- i. Only Indian Nationals are eligible to apply.
- ii. Candidates who have already undergone or are currently undergoing apprenticeship training and/or having one year or more experience are not eligible to apply.
- iii. The above-mentioned number of positions are indicative and subject to change without prior notice. The decision of the management will be final, and no appeal will be entertained.

- iv. Candidates, who fulfil all the above conditions, can only apply. Candidates are advised to carefully read the full advertisement for details of eligibility criteria and selection modalities before submission of application.
- v. The cut-off date for eligibility criteria shall be **31.12.2024**.
- vi. The number of candidates to be engaged is indicative and may undergo changes without any further notification.
- vii. The applicant for the position should NOT have completed three years after passing of the qualifying examination as on the cut-off date of eligibility i.e. **31.12.2024**. 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/her course at the time of verification of documents.
- viii. The candidature of applicants will be provisional & subject to subsequent verification of certificates. In case, it is detected at any stage of engagement or thereafter, that a candidate does not fulfil the eligibility criteria and/or has furnished any incorrect/ false information, his/her candidature will stand cancelled.
- ix. Canvassing in any form and/or bringing in any influence will attract immediate disqualification.
- x. No Travel Expenses (TA/DA) will be provided to the candidates for document verification or joining or thereafter during the period of apprenticeship training. No Boarding or Lodging facility will be provided to the apprentices engaged for apprenticeship training. However, in the event of any tour and travel related to official work, IFCI shall provide the applicable fare reimbursement.
- xi. IFCI has no obligation to give regular employment to the Apprentices. They shall have no right to claim regular employment from IFCI on the basis of their apprenticeship training at any point of time. This apprenticeship training shall not create any liability on IFCI for providing any job to the Apprentice.
- xii. IFCI's Management does not take any responsibility for any sort of employment/ placement.
- xiii. The decision of IFCI's Management will be final and binding on all candidates on all matters relating to eligibility, acceptance or rejection of the applications, mode of selection, and cancellation of the selection process either in part or full etc. No correspondence will be entertained in this regard. Filling up of the seats is solely at the discretion of IFCI's Management based on suitability of candidates/ Company's requirement, and no claim will arise for engagement, if some of these seats are not filled due to unsuitability/ insufficient number of candidates.
- xiv. IFCI will not communicate to any applicant with respect to their non-selection.
- xv. IFCI has not entrusted/ authorized any individual or any organization to co-ordinate or liaison for apprenticeship training. Candidates beware of touts and IFCI is not responsible for any unwanted incident.
- xvi. In the event of any updates to the advertisement or in case of re-advertisement, please refer to IFCI's official website and the NATS portal.

xvii. Any legal proceeding in respect of any matter of claim or dispute arising out of this process in response thereto can be instituted only in Delhi and courts/tribunals/forums in Delhi only shall have sole and exclusive jurisdiction to try any such cause/dispute.

xviii. IFCI will not be responsible for any loss of communication letter/ e-mail sent, due to invalid / wrong e-mail id/ wrong postal address/postal delay etc., in case of, any communication made by IFCI. No request in this regard will be entertained. Further, any e-mail communication made by IFCI at the furnished email id will be considered as valid communication, even in case the same communication has not been sent/delivered by post physically.

xix. In case any ambiguity/dispute arises on account of interpretation in version other than English, English Version will prevail.

xx. Any query while applying for the positions may be addressed to [contract@ifcilttd.com](mailto:contract@ifcilttd.com).

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