

**Pawan Hans Limited**  
**C-14, Sector 1 , Noida ,Uttar Pradesh - 201301**  
**Ph ; 2476764, 2476727 Website : [www.pawanhans.co.in](http://www.pawanhans.co.in)**

PHL/CO/HR/ADVT/04/2023/GRADUATE APPRENTICES

**Notification for Engagement of Engineering & Non Engineering Graduate Apprentices (under Apprentices Act, 1961) in Pawan Hans Limited**

Helicopter services are now a vital component of civil aviation in India. The flagship helicopter service provider of the Government of India, Pawan Hans has now evolved into south Asia's largest Helicopter Company that maintains and operates a fleet of 43 Helicopters. It provides a variety of services, making it the most trusted brand in the area of helicopter services. Off -Shore operations, connecting inaccessible areas, charter services, search and rescue work, VIP transportation, corporate and special charters, hotline washing of insulators and Heli-pilgrims are some of the major services of Pawan Hans. As a first of its kind, PHL has been granted Air Operators Permit for Scheduled Operations. Scheduled Flights under RCS UDAN II has commenced in the state of Himachal Pradesh and services are planned to be extended in the states of Uttarakhand, Assam and Manipur shortly.

PHL intends to engage energetic & result oriented apprentices in the field of Finance, Marketing, Human Resource & Aeronautics. PHL hereby invites applications for Apprenticeship Training Program (**Non-engineering**) from Graduate candidates (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 polices/rules of the organization.

**1. Apprentice Positions & Eligibility Criteria:**

<b>Sr. No.</b>	<b>Discipline</b>	<b>Proposed Number of Apprenticeship positions</b>	<b>Duration of Apprenticeship Training</b>	<b>Educational Qualification (Recognized by AICTE/UGC/Gol</b>
A	<b>General stream Graduate Apprentices</b>			
	Finance, Marketing, Human Resource & Aeronautics	Delhi/NCR – 14 Mumbai - 6	36 Months	BBA/B.Sc./B.Com./ B.Sc(Aviation).
B	<b>Engineering Graduate Apprentices</b>			
	Civil ,Computer , Electrical , Electronics , Aeronautics , Mechanical	Delhi/NCR – 9 Mumbai - 4	12 Months	B.Tech

- a. The candidate should have possessed/acquired the graduation degree for not more than 02 years before of closing date for receipt of applications.
- b. Candidates who have already undergone or are currently undergoing apprenticeship training and/or having one year or more experience are **not eligible to apply.**

2. **Receipt of Application start** : 26 April 2023

3. **Closing Date for Receipt of Application start** : 17 May 2023

4. **Stipend:** Rs.15,000/- Per Month

The Apprentices shall not be entitled to any other benefits/facilities/allowances apart from the consolidated stipend.

5. **Application Fee:** Nil

6. **Location:** Delhi/NCR/Mumbai

7. **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 to apply 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 enroll themselves on NATS portal. Link for enrolment is <http://portal.mhrdnats.gov.in/> .
- d. The interested candidates are advised to fill the details in Annexure-I enclosed with the notification and send to the Address: **HOD(HR&Admn), Pawan Hans Limited C-14, Sector 1 , Noida ,Uttar Pradesh - 201301 within 15 days of publication of advertisement. The applicants can also send their application to HOD(HR&Admn) at e-mail address: [reena.gupta@pawanhans.co.in](mailto:reena.gupta@pawanhans.co.in) .** 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.

8. **Modes of Selection:**

- a. **The Selection Criteria will be based on the merit of final percentage of marks obtained by candidates.** In case of candidates securing equal marks / percentage in their qualifying examination, the candidate securing more percentage in the preceding educational qualification will be placed at the higher position in merit list.
- b. **The candidate has to fill 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 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.
- c. The shortlisted /selected candidates will be informed through e-mail document verification/ joining respectively. Schedule of document verification /joining will be intimated separately.
- d. The following documents (in original along-with one set of self-attested Photo copy) are to be produced for verification:
  - i) 10<sup>th</sup> / 12<sup>th</sup> passing certificate & mark sheet
  - ii) Qualifying exam passing certificate. Degree & mark sheet
  - iii) Proof of date of birth
  - iv) Valid Caste Certificate, if applicable
  - v) Passport size photographs (02 nos.)
  - vi) PAN Card

- vii) Aadhar Card
  - viii) Declaration affidavit as per format on plain paper
- e. Merely meeting the eligibility criteria does not assure engagement as an apprentice.
- f. For each selected candidate, registration of Contract of Apprenticeship with Apprenticeship Advisor, Board of Apprenticeship Training (Northern Region) will be made by the Apprentice & the Company as per provisions of The Apprentices Act, 1961 (amended till date).

**7 General Instructions:**

- a. Only **Indian Nationals** are eligible to apply.
- b. Candidates, who fulfill all the above conditions, **can only apply**.
- c. The number of candidates to be engaged is indicative and may undergo changes at the discretion of the Management of PHL without any further notification.
- d. 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 fulfill the eligibility criteria and/ or has furnished any incorrect / false information, his/her candidature will stand cancelled.
- e. Canvassing in any form and/or bringing in any influence will attract immediate disqualification.
- f. No Travel Expenses (TA/DA) will be provided to the candidates for documents verification or joining or thereafter during the period of apprenticeship.
- g. No Boarding or Lodging facility will be provided to the apprentices engaged for apprenticeship training.
- h. PHL has no obligation to give regular employment to the Apprentices. They shall have no right to claim regular employment from PHL on the basis of their apprenticeship training at any point of time.
- i. The decision of PHL'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 the Management of PHL based on suitability of candidates/PHL's requirement, and no claim will arise for engagement, if none/one of the apprentices are not filled due to unsuitability / insufficient number of candidates.
- j. PHL will not communicate to any applicant with respect to their non-selection.
- k. PHL has not entrusted/ authorized any individual or any organization to co-ordinate or liaison for apprenticeship training.
- l. The selection can be cancelled at any time before or during the training , in case of misbehavior or if any document or information is found incorrect.

**8. Contact Details:**

**For any queries, please contact HOD (HR&Admn) at below e-mail address:**

[reena.gupta@pawanhans.co.in](mailto:reena.gupta@pawanhans.co.in)

**Pawan Hans Limited**

Application Form – Apprenticeship Training  
(TO BE FURNISHED IN CAPITAL LETTERS)

Annexure-I

To HOD(HR&Admin)  
Pawan Hans Limited  
Corporate Office  
Noida, UP 201301



Ref : Advertisement in \_\_\_\_\_ Dated \_\_/\_\_/2023

I hereby apply for engagement as Apprentice in PHL for undergoing Apprenticeship training under Apprentice Act 1961 as amended in 1973, 2014,2019 & Rules made there under. My bio-data is furnished below :

1	<b>Name of the Candidate</b>				
2	<b>Date of Birth (DD/MM/YYYY)</b>				
3	<b>Address</b>				
4	<b>State whether B.Sc./B.Com./B.A./B.T.ech</b>				
5	<b>GEN/SC/ST/OBC</b>				
6	<b>Details of Educational Qualification (Recognised by AICTE/UGC/GOI)</b>	<b>Year of Passing</b>	<b>College/ University</b>	<b>Percentage Marks</b>	<b>Date of declaration of result</b>
	1. Matriculation (X)				
	2. Higher Secondary (XII)				
	3. Graduation				
7	<b>Mobile No.</b>				
8	<b>E-mail ID</b>				
9	<b>Aadhar Number</b>				
10	<b>BoAT registration number</b>				
11	<b>Choice of Posting (Delhi/Noida/Mumbai)</b>				

11	Any other information		
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***Note: Incomplete Applications/Applications without enclosures will be rejected.***

I hereby declare that :

- i) The particulars given above are true & to the best of my knowledge and belief.
- ii) I have not undergone any Apprenticeship Training under Apprenticeship Act or do not have job experience of one year or more after acquiring the Graduation.
- iii) I have gone through the advertisement in NATS portal and meet the eligibility criteria for Apprentice Training. I will submit copy of all desired documents along with original, if called for document verification.

Place :

Signature of the Candidate

Date :

Name of the Candidate

**DECLARATION /AFFIDAVIT**

(To be submitted by the candidate during verification of documents)

I ..... son/daughter of  
..... aged ..... residing at  
.....  
.....

Hereby solemnly affirm and state as under:

I. That I passed my Degree (B.Sc/B.Com/B.A./B.Tech.) Certificate Examination in  
.....  
.....

From .....College/University  
at(Place) .....

The date of declaration of my final year result is .....

- II. That after passing the above said examination:
- a) I did not have training or job experience for one year or more.
  - b) I did not undergo Apprenticeship Training at any place under the Apprentices Act.

The above statement is true to the best of my knowledge and belief.

Date:  
Place :

Signature of Apprentice

Note :-

- i) The above declaration has to be signed by the candidate, if the gap between date of passing and date of joining the Apprenticeship Training is less than one year.
  - ii) If the gap is more than one year, the affidavit has to be furnished on stamp paper in the above format, duly signed by Magistrate/Notary.
  - iii) Copy of the declaration/Affidavit to be submitted along with application form & original to be submitted during Document Verification.
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