

HEAVY VEHICLES FACTORY, AVADI, CHENNAI – 600 054.

No. 02302/55TA/EX ITI/RDV/HVFTS/2016-17

DT: 26/09/2017.

Shri. /Ms. **SUMIT SINGH**
S/o. D/o. Shri **MUKESH SINGH**
MASUDANPUR
MASUDANPUR
DISTRICT : **BANKA**
STATE : **BIHAR**
PINCODE : **813121**

TC NOT SUBMITTED

S.Ty
17/10



Sl. No.64 Roll No: **266407** Trade : **WELDER**

Sub: Engagement of Ex-ITI Apprentices under the Apprentice Act 1961 – Call for Document Verification – Reg.

Based on the Merit List of candidates appeared for the written test for Induction of Trade Apprentices (55th Batch) held on 26-03-2017. You have been provisionally selected for engagement as ITI Apprentice under the Apprentices Act 1961, on the terms and conditions stipulated in the contract of Apprenticeship.

2. You are directed to report in person for document verification on **17-10-2017** at 0900 hrs. at **HVF Training School Avadi, Chennai – 600 054**. You are requested to bring the following **original documents** as applicable, along with **one set of photocopies** of all the certificates, duly attested by Gazetted Officer, failing which your selection will be automatically treated as cancelled without any further notice.

a) Application print out (Online submitted). The Admit Card utilized at the time of written examination and signed by the invigilator should be submitted in **Original**. (Loss of the Admit Card utilized at the time of examination may lead to loss of candidature).

b) Educational Qualification Certificates. **Transfer/School/College Leaving Certificate**, Technical Qualification Certificate – National Trade Certificate issued by NCVT / SCVT, SC/ST/OBC/PH (PC) Certificates. Candidates claiming OBC status should bring OBC (Non Creamy Layer). It is also instruct that to submit Scanned copies of all the above mentioned certificates through e mail hvfhrd.ofb@ofb.gov.in

c) **Valid Original Photo Identity Card** (Aadhar Card/PAN Card/Driving License/Voter Card) in which was mentioned on application.

d) Bring 3 Nos. Recent Passport Size Photograph for official purpose.

e) Original Aadhar card and copy of Adhaar card.

3. Since stipend will be paid through SBI Bank, it is requested to submit your SBI Bank Account No. at the time of reporting for training.

4. **No Travelling Allowance will be paid to you for attending the Document Verification.**

5. The date of reporting to Medical Examination will be intimated after completion of Document Verification.

6. Issue of this call letter does not guarantee your selection as Trade Apprentice.

7. You should submit 3 sets of Attestation forms (enclosed) in fulfilled condition at the time of document verification. (**Note:-** Page No:6 in Attestation Form Character Certificates must have been issued by two different Gazetted Officers)

B. Viswanathan

(B. VISWANATHAN)
JUNIOR WORKS MANAGER
For GENERAL MANAGER