PUNJAB BIOTECHNOLOGY INCUBATOR

(Department of Science, Technology & Environment, GoP)

Knowledge City, Sector – 81, Mohali,

Punjab - 140306

Advt. No. PBTI-02/ Apprenticeship/ 2025-26 Dated: 12.02.2026

ENGAGEMENT OF APPRENTICES

Punjab Biotechnology Incubator (PBTI), Mohali invites applications for engagement of following Apprentice Trainees under the Apprenticeship Act, 1961 (as amended from time to time) for a period of **one year** only & at a fixed consolidated monthly stipend as stated below:-.

S. No.	Particulars	Post Code	Category	Total No. of Training Slots	Essential Educational Qualification	Monthly Stipend
1.	Apprentice (Administration)	**A-01**	UR	One (01)	Bachelor's degree in Arts (BA)	₹ 12,300/-
2.	Apprentice (Finance & Accounts)	**A-02**	UR	One (01)	Bachelor's degree in Commerce (B.com)	₹ 12,300/-
3.	Apprentice (Sales & Marketing)	**A-03**	UR	One (01)	Bachelor's degree in Business Administration (BBA)	₹ 12,300/-
4.	Apprentice (Biology)	**A-04**	UR	One (01)	Bachelor's degree in Biotechnology/ Microbiology	₹ 12,300/-
5.	Apprentice (Food, Feed & Water)	**A-05**	UR	One (01)	Bachelor's degree in Food Technology/ Food Science/ Dairy Technology/ Dairy Science/ Agriculture Science/ Veterinary Science	₹ 12,300/-
6.	Apprentice (Environment)	**A-06**	UR	One (01)	Bachelor's degree in Basic Sciences/ Life Sciences/ Environmental Science	₹ 12,300/-
7.	Apprentice (Engineering/ Maintenance)	**A-07**	UR	One (01)	3/4 Years Diploma in Electrical/ Mechanical/ Electronics/ Instrumentation	₹ 10,900/-
8.	Apprentice (Computer Networking & IT)	**A-08**	UR	One (01)	3 years Diploma in Computer Science/ Electronics & Communication/ Information Technology	₹ 10,900/-

Last date of submission of application forms is till 11.03.2026 upto 05:00 P.M.
Extended Last Date: 15.04.2026 upto 05:00 P.M.

GENERAL TERMS AND CONDITIONS:

1. The candidate must be a citizen of India.

2. Candidates are advised to carefully read the full advertisement for details of eligibility criteria and selection procedure before submission of application.

3. **The candidates should apply separately for each post indicating the post code clearly. Single application for multiple positions shall be summarily rejected.**

4. The candidates should NOT have undergone apprenticeship earlier or pursuing apprenticeship training as per **The Apprentices Act, 1961** amended from time to time.

5. The candidates who are self-employed or have experience of one year or more in any job are NOT eligible.

6. Only candidates who have completed their graduation/diploma in the year 2022, 2023, 2024 & 2025 are eligible to apply for the apprenticeship.

7. **The qualification prescribed should have been obtained from recognized Universities/ Institutions.**

8. **Shortlisting of suitable candidates by the Committee and merit list will be prepared on the basis of percentage in the qualifying degree / diploma.**

9. 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 the merit list.

10. Engagement of selected apprentices is subjected to his/her being declared medically fit as per the requirement of The Apprentices Act, 1961. The eligible shortlisted candidates (on the basis of merit) will be asked to report for Document Verification on the date, time and venue to be published later. Medical fitness certificate from a registered medical practitioner of Govt./Municipal Hospital having full details of the Medical Officer (name, address & registration) is mandatory. Candidates will be issued joining order for commencement of training on production of original medical fitness certificate only. In addition, following documents (in original and 1 set of self- attested photocopies of each) are to be produced for verification:
    i. 10^{th} and12^{th} passing certificates and marksheets
    ii. Qualifying exam passing certificate and marksheets (Degree/Diploma)
    iii. Aadhaar Card
    iv. One recent passport size photograph (same as affixed in the application form)
    v. Two copies of bank passbook (**Account should be in the name of apprentice only & Aadhaar Linked and DBT enabled**)

11. Applications/Registration which are incomplete or not fulfilling the eligibility criteria shall NOT be considered “Eligible” and will be treated as “Rejected”.

12. The service terms and conditions of the apprentices shall be governed by The Apprentices Act, 1961 and Rules 1992 as amended from time to time.

13. The number of vacancies indicated in the notification is tentative, PBTI Mohali reserves the right to increase or decrease the number of advertised vacancies at any time of the recruitment process. Further, PBTI also reserves the right to NOT fill any of the vacancy advertised and cancel /modify the process of selecting candidates at any time & to reject the candidature of any applicant at any stage.

14. The tenure of apprenticeship for the above trades would be 12 months, commencing from execution of the contract of apprenticeship as per The Apprentices Act, 1961 amended from time to time. The contract of apprenticeship will be registered at National Apprenticeship

Training Scheme (NATS) portal under Boards of Apprenticeship Training (NR), Kanpur under section 22(1) of The Apprentices Act- 1961 (amended till date). PBTI shall have no obligation to offer regular/contractual employment to Apprentices during and/or after the completion of the apprenticeship period. After successful completion of Apprenticeship period, candidates shall be relieved from the respective work areas.

15. Applications received after expiry of last date will not be entertained and PBTI will not be responsible for any delay. For downloading application form, please visit PBTI's website www.pbtilabs.punjab.gov.in. Application will not be received through any other mode.

16. Application once submitted cannot be altered / resubmitted, under any circumstances. Further, no request with respect to making changes in any data/particular entered by the candidate in the application form will be entertained, once the application is submitted.

17. Candidate should keep their **email Id and mobile no.** provided in the application form active. PBTI will not be responsible for non-receipt / delay in receipt of any communication due to deactivation of email Id or mobile no. given or due to change in the address etc.

18. If there is any corrigendum / addendum, it shall only be published on PBTI's website. Candidate should check the Institute's website regularly for any update on apprenticeship. Institute will not be responsible for any delay in this regard.

19. No correspondence what so ever will be entertained from candidates regarding eligibility and conduct/result of test (if any) and reasons for not being called for test (if any).

20. Canvassing in anyform / bringing in any political influence or otherwise will be treated as a disqualification of the candidate. "INTERIM ENQUIRIES WILL NOT BE ENTERTAINED". If it is found at any stage that any information given in the application is incorrect / false, the candidature is liable to be cancelled on that ground.

21. No TA/DA will be paid to the candidates visiting the Institute when called upon regarding recruitment process.

22. The candidates have to join the apprenticeship program within 15 days of issue of appointment letter; otherwise the candidature will be cancelled.

23. **The contract of apprenticeship shall terminate on the expiry of period of apprenticeship training.**

24. As per orders from Government of India, it has been implemented to disburse the Government share of monthly stipend (i. e. 50% of Government share that is Rs.4,500/- for Graduates and Rs.4,000/- for Diploma holder or as amended from time to time) through Direct Benefit Transfer (**DBT**) mode to registered apprentices. Hence, the apprentice has to ensure that they have "Aadhaar Linked Primary Bank Account (DBT enabled)" on their name so as to avail benefit under DBT mode.

HOW TO APPLY:

1. Application Form **(Proforma-I & Proforma-II)** may be downloaded from PBTI/s website (www.pbtilabs.punjab.gov.in). The application, duly filled in and completed in all respects should be submitted along with self- attested copies of all certificates (educational, technical / professional qualification etc.) with a recent passport size photograph.

2. The Application Form duly filled in the prescribed format and complete in all respects accompanied with self-attested copies of the certificates, mark sheets, in support of age, education qualifications, along with recent passport size self-signed photograph affixed on the Application Form, should be sent by _____ by 05:00 PM positively to :

PUNJAB BIOTECHNOLOGY INCUBATOR,
KNOWLEDGE CITY, SECTOR - 81,
SAS NAGAR (MOHALI), PUNJAB - 140306.

3. The duly filled **Proforma-II** shall also be send (in word format) through e-mail at **pmc.pbti.dst@punjab.gov.in**.

4. The envelope containing the complete application form with attachments must be superscribed as "Application for the engagement of Apprentices" and Post Code _____".

5. Incomplete applications i.e. applications without photographs, without the required attested copies of certificates, testimonials etc., not in the prescribed application form, missing page of application form, unsigned or incomplete in any manner will not be entertained and will be summarily rejected.

6. Candidates should specifically note that the applications received after the closing date for receipt of applications for any reason whatsoever (such as envelopes wrongly addressed, delivered elsewhere, postal delay etc.) will not be entertained / will be summarily rejected.

7. If there is any corrigendum/ addendum, it shall be published on PBTI's website only. Candidates are advised to check/ visit PBTI's website periodically for any update on recruitment process. PBTI will not be responsible for any delay in information in this regard.

8. For any queries drop an email at **pmc.pbti.dst@punjab.gov.in**