



MEGHALAYA BASIN MANAGEMENT AGENCY (MBMA)

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Dated Shillong, the 20th May, 2025

APPRENTICESHIP TRAINING PROGRAM

Sl. No	Name of the Apprenticeship Program	Desired Educational Qualification	No. of Seat	Course Duration
1	Finance - Procedures & Maintenance of Accounts	Graduate or Post Graduate in Commerce, Accountancy or BBA or MBA in Financial Management, Accounting & Finance with First Class.	15	3 Months

1. Requirements:

- The candidate should be a resident of Meghalaya.
- Age limit: Minimum of 18 years or above.
- Candidates must possess their own Laptop during the training.

2. Selection Process:

- Apart from filled Application Form, Resume & Certificates, a "Cover Letter" stating your interest & willingness to take up this "Apprenticeship Training Program" is a must.
- Selection based on merit as per mark secured in the degree/ diploma course as mentioned against each - Apprentice posts would be one part of the selection process.
- Personal Interview.

3. How to Apply:

- Candidates must apply online via Google form as per the link provided and no other mode of application will be accepted.

Link: <https://forms.gle/aEzgYodTnGBQeXu39>

- Candidates are to fill the application form on or before **31st May 2025, upto 5:00 pm.**

- All the essential documents are to be uploaded in the same application link provided.

4. Terms & Conditions:

- The candidates will be awarded stipend (Rs. 7,000 per month) during the apprenticeship program as per the organisational policy.
- The candidates should have 90% of attendance every month during the Apprenticeship Training Program.
- The candidates should submit the detailed work report after completion of the Apprenticeship Training Program.
- During the apprenticeship program the candidates will be stationed in any of the Districts or Blocks across Khasi, Jaintia & Garo Region.
- TA/DA will be provided as per MBMA/ MBDA policies.

Sd/-

**General Manager – Human Resources
Meghalaya Basin Management Agency**