



Advt. 06/2017

FOR WEBSITE

GOA SHIPYARD LIMITED

SHIPBUILDERS, SHIPREPAIRERS & ENGINEERS

(A Government of India Undertaking-Ministry of Defence)

(ISO 9001-2008 Certified Company)

VADDEM, VASCO-DA-GAMA, GOA – 403 802

Unmatchable Track Record of Execution & Delivery

GSL is a Schedule 'B' Mini Ratna Category I Company and is engaged in designing and building Ships for Indian Navy and Indian Coast Guard. GSL invites online applications for the various posts as listed below. Applications are invited from **Indian Nationals only** for the following posts in the Industrial Dearness Allowance (IDA) Pay scale. Eligible & Interested candidates are required to apply online through our website www.goashipyard.com or www.goashipyard.co.in

Direct Recruitment:

Sr. No.	Name of the post	No. of Vacancies	Reservation	Upper age limit as on 31.07.2017 (in years) (Including Age Relaxation for SC/ST/OBC-NCL)	Pay scales & Grade (due for revision w.e.f. 01.01.2017)
1	Senior Manager (Electrical)	1	UR	39	29100-3%-54500 (E-4)
2	Senior Manager (Public Relations)	1	UR	39	29100-3%-54500 (E-4)
3	Deputy Manager (GES – Commercial)	1	SC	38	20600- 3%-46500 (E-2)
4	Deputy Manager (Civil) (On fixed term basis for 3 years)	1	UR	33	20600- 3%-46500 (E-2)
5	Assistant Manager (GES – Commercial)	2	SC-01, UR-01	SC-35, UR-30	16400- 3%-40500 (E-1)
6	Assistant Superintendent (HR Coordination) – Delhi Office (Ex-Serviceman)	1	Ex-Serviceman	33 + age relaxation for ex-serviceman	9000-3%-23300 (S-1)
7	Junior Supervisor (Information Technology)	2	ST-01; UR-01	ST-38 years UR-33 years	9000-3%-23300 (S-1)
8	Office Assistant (For Delhi Office)	1	UR	UR-33 years	6200-3%-20270 (M-3)
9	Cook	1	UR	UR-46 years	6200-3%-20270 (W-4)

NOTE: Above vacancies include backlog reserved vacancies also.

The Fixed Term post is purely temporary and on fixed term basis for a period of 03 years. It is NOT against a permanent post, but is on temporary basis only. The fixed term employment will stand automatically terminated at the end of the period, unless intimated otherwise in writing. GSL does not give any assurance for permanent employment on completion of fixed term tenure.

Time Frame:

Date of commencement of Online Applications	19.09.2017
Last date for Submitting Online Applications	16.10.2017 (till 17:00 hrs)
Last date for Submission of Hard Copies along with required documents	26.10.2017

Total Monthly Emoluments / Benefits:- Basic Pay (at minimum of pay scale) + DA (IDA pattern presently 119% of Basic Pay) + HRA (20% of Basic Pay at Goa) + Perks / Allowances (As per Company policy and as amended from time to time). An Officer is also eligible for Medical benefits, PRP (paid annually based on performance), Housing in company officers colony (in lieu of HRA subject to availability of residential quarters).

I) Persons with Disabilities (PwD) :

Only such person, who suffers from not less than 40% of relevant Disability are eligible to be considered under PWD as per “The Persons With Disabilities (Equal Opportunities, Protection of Rights & Full Participation) Act-1995” & “The Rights of Persons with Disabilities Act, 2016”. The categories are

- a) Blindness and Low Vision;
- b) Deaf and Hard of Hearing;
- c) Locomotor Disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy;
- d) Autism, Intellectual Disability, specific learning disability and mental illness;
- e) Multiple Disabilities from amongst person under clauses (a) to (d) including deaf-blindness in the posts identified for each disabilities.

VH	Visually Handicap	Blindness and Low Vision
HH	Hearing Handicap	Deaf and Hard of Hearing
OH	Orthopedically Handicap	Locomotor Disability including cerebral palsy, leprosy cured, dwarfism, acid attack victim and muscular dystrophy
MH	Multiple Disability	Multiple Disability from amongst person under the point (a) to (d) above including deaf- blindness in the posts identified for each disability

Goa Shipyard Limited encourages the participation of PwD candidates. We provide all user friendly facilities like open and adjusted seating facility, minimal use of stairs, provision of holding exam on ground floor and extra time for answering paper (specially for VH candidates). GSL is committed to protect the legitimate rights of PwD candidates.

II) Ex-Servicemen:

Age relaxation will be granted to ex-servicemen who have served in the Armed Forces to the extent of their service in the Armed Forces and the resultant age should not exceed the maximum age limit prescribed for the post by more than 03 years.

DETAILS OF POSTS AND TERMS AND CONDITIONS**1. Senior Manager (Electrical) (E-4)**

Essential Educational Qualification: Full time Bachelor of Engineering (B.E)/Bachelor of Technology (B.Tech) from a recognized University /AICTE approved institution with specialization in Electrical Engineering. **Indian Navy Lieutenant Commanders with more than 10 years service shall be eligible for SM grade.**

Desirable Qualification: Any advanced / additional Diploma / Certificate Course from a recognized University / AICTE approved institution in Manufacturing Technology / Production Engineering.

Essential Work Experience: 10 years post qualification relevant experience in a reputed organization.

Desirable Experience: Relevant managerial work experience in Electrical Outfit areas like, Fitting / alignment / welding etc., in ships/submarines production industry. Relevant experience in serving on board SNF/Talwar /15A class of ships and also in WOT/DND/Trial teams.

2. Senior Manager (Public Relations) – (E-4)

Essential Educational Qualification: Masters in Journalism and Mass Communication/ Mass Communication/Communication / Media Advertising / Publicity from a recognized university/Institute.

Desirable Qualification: Graduate in any discipline with 2 years full time MBA / MSW / PG Degree / Diploma from a recognized University / AICTE approved institution with specialization in HRM / IR / Personnel Management / Labour and Social Welfare / Labour Studies / Social Work.

Essential Work Experience: 10 years for Senior Manager Post qualification relevant experience.

Desirable Experience: Experience in HR functions specifically in Public Relations, media interaction, organizing of press conferences, preparing press/media briefings, press note, etc. Knowledge and expertise in handling media representatives, information on latest trends in ICT and its usage as an effective PR tool will be an added advantage.

3. Deputy Manager (GES – Commercial) (E-2)

Essential Educational Qualification: Full time B.E/B.Tech from a recognized University /AICTE approved institution with specialization in Mechanical/ Electrical/ Electronics/ Naval Architecture.

Desirable Qualification: 2 years post graduate Diploma/ Certificate course from a recognized University /AICTE approved institution with specialization in materials management/ supply chain management/ logistics management/ Public Procurement/Stores Management/ International Purchasing & Supply Chain Management/ Certified Professional in Supply Management.

Essential Work Experience: 04 years post qualification relevant experience in a reputed organization.

Desirable Experience: Relevant managerial work experience in tendering, evaluation, contract management.

4. Deputy Manager (Civil) (On Fixed Term Employment for 3 years) (E-2)

Essential Educational Qualification: Full time B.E/B.Tech from a recognized University /AICTE approved institution with specialization in Civil/Civil & Structural /Structural Engineering

Desirable Qualification: Post Graduation with specialization in Civil / structural engineering from a Government recognized university / AICTE approved institution.

Essential Work Experience: The incumbent should have 04 years post qualification relevant experience in a reputed organization as project / site manager on a high value infrastructure project. Should have experience of construction supervision and EPC contracts.

Desirable Experience: Preferably similar type of industry and Experience in sectors such as ports and marine works involving construction of berths, jetty, dry dock, Warf, slipways, dredging, large bridges etc.

5. Assistant Manager (GES – Commercial) (E-1)

Essential Educational Qualification: Full time B.E/B.Tech from a recognized University /AICTE approved institution with specialization in Mechanical/ Electrical/ Electronics/ Naval Architecture.

Desirable Qualification: 2 years post graduate Diploma/ Certificate course from a recognized University /AICTE approved institution with specialization in materials management/ supply chain management/ logistics management/ Public Procurement/Stores Management/ International Purchasing & Supply Chain Management/ Certified Professional in Supply Management.

Essential Work Experience: 01 year post qualification relevant experience in a reputed organization.

Desirable Experience: Relevant managerial work experience in tendering, evaluation, contract management.

6. Assistant Superintendent (HR Coordination – Delhi Office) (S-1)

Essential Qualification: Ex-Serviceman / Retired (Indian Navy) personnel, retired as Petty Officer or above.

Work Experience: Naval Technical Sailor (Petty Officer or above) having experience in coordination with various professional branches – Hull, Engineering and Electrical streams at Command/ Naval Headquarters level.

7. Junior Supervisor (IT) (S-1)

Essential Educational Qualification: Full time BCA / BBA / B.Sc. (IT).

Work Experience: Minimum 03 years of DC (Data Centre) professional experience.

Desirable Work Experience: Experience as Systems Admin on Windows OS, N/W products, knowledge of programming in JSP/SQL, preliminary knowledge of any one database Oracle / SQL server.

8. Office Assistant (For DELHI OFFICE) (M-3)

Essential Qualification & Experience: The applicant should possess Degree in any discipline with typing speed of 30 w.p.m. (i.e. Lower Typing) with 01 year certificate course in computer applications and 01 year on the job training in GSL or minimum one year experience in the line. In case of BCA / B.Sc. in Computer, separate certificate in computer applications is not required.

The candidate selected against this vacancy will be posted in GSL Delhi Office.

9. Cook – (W-4)

Essential Qualification & Experience: SSC with minimum 15 years experience in cooking and handling catering activities in Guest House / Canteen / Employees Recreation clubs of large organizations.

Desirable: Candidates holding qualifications from Armed Force, Cookery / Stewards training school and holding the rank of Leading Seamen / Equivalent can apply provided they fulfil the essential qualification & Experience. The candidates should be able to cook different varieties of Indian / Continental / Chinese food, lay the table during Officers' Lunches / Dinners, make an estimate for requirement of food, keep proper records of accounts of daily commodities required for the Industrial canteen / Lunch Room and small parties on special occasions, Keep record of inventory of Lunch Rooms / Guest House, make entry of Guest in register and prepare bill of In-house guest etc.

NOTE: Candidates with lower qualifications (not below 8th class pass) will also be considered for this post provided they have put in additional service equivalent to the shortfall of SSLC qualifications i.e. for example an 8th class pass candidate should have experience of 2 years over and above the prescribed experience mentioned in the advertisement.

GENERAL CONDITIONS:

- 1) The candidates may note that the applications are to be made only through online application system as per the instructions given. Applications made in any other manner shall not be considered and shall be summarily rejected. Management will not be responsible for any application which is not received through online system.
- 2) Non-receipt of hardcopy of application, incomplete application, applications not supported by attested copies (self-attested) of relevant documents, not fulfilling the eligibility criteria or those applications received after the last date for receipt of application shall not be considered and shall be treated as “**REJECTED**” and no communication will be made for the same.
- 3) Management reserves the right to fill or not to fill the posts and also to fill up future vacancies, if any from the valid panel of selected candidates as per the rules of the company. Mere fulfillment of qualifications and other requirements as laid down does not entitle a candidate to be called for interview.
- 4) Candidates seeking reservation as SC/ST/OBC (NCL), will have to submit caste certificate, **ONLY** in the Prescribed Performa meant for “**Appointment to posts under the Government Of India**” from the designated authority for OBC indicating clearly the candidate's caste, the Act/Order under which the caste is recognized as SC/ST/OBC (NCL) and the Village/Town the candidate is ordinarily a resident of. The OBC (NCL) certificate should not be more than 06 months old at the time of joining.
- 5) If the SC/ST/OBC/PwD certificate has been issued in a language other than English/Hindi, the candidates will be required to submit a self-certified translated copy of the same either in English or Hindi.
- 6) Benefits for posts such as DA, HRA and other allowances will be applicable to the grade as per rules.

7) Candidates working in Government / Quasi Government / Public Sector Undertaking / Autonomous Bodies must apply through proper channel or produce “**No Objection Certificate**” at the time of practical/interview without which the candidates will not be allowed for practical /interview and also a document indicating the current pay scale and the date since working in the said pay scale is to be produced.

8) **Out of the total overall experience mentioned, the candidates employed in Government / PSU applying for the posts at Sl. No. 01 to Sl. No. 05 must possess experience in the immediate lower payscale as below:-**

Sl.No.	Post	Immediate Lower payscale (IDA)	Years of service in the Immediate Lower payscale
A	Senior Manager	24,900-3%- 50,500	2
B	Deputy Manager	16,400- 3%-40,500	2
C	Assistant Manager	12,600-3%-32,500	1

Note: For candidates in CDA payscale the immediate lower payscale as per GSL policy will be followed.

(Or)

Out of total years minimum of last 2 yrs (for Sl. No. 01 to 04) and 01 year (for SL. No. 05) should be in a private organization / company having 100 crores turnover and the incumbent should have discharged duties in a similar role.

9) Last drawn salary shall be protected for PSU / Government employees and Commander / Captain of Indian Navy or Coast Guard equivalent if applicable as per Government of India / GSL guidelines.

10) Management reserves the right to raise the eligibility criteria for short listing the applications.

11) All Outstation candidates called for interview for the posts at SL. No. 1 to Sl. No 5 will be paid to and fro 2nd A/C rail fare and for post advertised at SL. No. 06 to Sl. No. 9 will be paid to and fro 2nd sleeper class rail fare by shortest route from their nearest railway station (as registered by them in the Online Application System) to Goa Shipyard Limited only on production of proof of journey (Hard copy of Tickets) as per rules of the Company. However, all SC / ST candidates on being eligible for the Written Test / Interview and on appearing for the same will be reimbursed to and fro rail / bus fare by shortest route from their usual place of residence to GSL only on production of proof of journey (Hard copy of Tickets) as per rules of the Company.

12) Payment of TA shall be made through ECS mode after completion of the selection process only and candidates are expected to bring necessary details for making the payment through ECS mode. Normally TA claims will be paid within one month from the date of interview. Application format along with ECS form is available on our website under the heading “Advertisements”.

13) Candidates having “Wait Listed” tickets for Rail journey are NOT entitled for TA Reimbursement.

14) For any dispute, the Jurisdiction shall be Goa only.

15) The Government directives on reservation for SC/ST/OBC (NCL)/PWD/Ex-servicemen will be strictly followed.

- 16) Interim enquiries will not be entertained.
- 17) Canvassing in any form may lead to disqualification of candidature.
- 18) At the sole discretion of GSL Management the number of vacancies notification may be increased or reduced.
- 19) Relaxation in age limit for external candidates for SC/ST/OBC (NCL)/PWD/Ex Servicemen will be as per Government of India guidelines in force.
- 20) Internal candidates may get additional relaxation for age as per GSL Rules.
- 21) Management further reserves the right to decide the criteria for screening of applications and internal rules and regulations and / or the procedures as per the past practice will be followed.
- 22) For posts from Sl. No. 01 to 05, an application fee in the form of Demand Draft of ₹ .500/- (Non-Refundable) and for the post at Sl. No. 06 to Sl. No. 09, an application fee in the form of Demand Draft of ₹ .200/- (Non-Refundable) in favor of “**Goa Shipyard Limited**” payable at Vasco-da-Gama, Goa is to be submitted per application. Application without prescribed fees shall be liable for rejection. No fee is to be paid by SC/ST/PWD/Ex-Servicemen candidates as per Government of India rules. No fee is required to be paid by internal candidates.
- 23) The candidates applying for more than one post must send separate online applications along with prescribed processing fee for each post. Applications received contrary to instructions given shall be rejected.
- 24) The candidates are advised to write their Application / Job Registration number, Name, Mobile Number and Name of post applied for on the reverse side of Demand Draft.
- 25) Management reserves the right to reject the candidature if it is found that false or fabricated information is furnished in the application. The candidate is also liable to be terminated on the basis of false information even after his/her selection.
- 26) Applications received without following the online process will not be entertained.
- 27) Corrigendum, if any, will be uploaded on our website only. Candidates are requested to check our website regularly under the heading “Advertisement”.
- 28) Written Test/Interview call letters will be sent only through E-mail to shortlisted candidates’ registered Email ID. The candidates are requested to login to their E-mail Id and check regularly.
- 29) Information regarding names of eligible candidates, date of interview, names of selected candidates etc. will be hosted on the website under the heading “Advertisement” for which the candidates are requested to visit our website regularly.
- 30) Management will not be responsible for non receipt of email and loss of their E-mail ID and password.
- 31) Selection process for the posts at Sl. No. 01 to Sl. No. 05 may consist of Interview and / or Written Test and for the post at Sl. No. 06 to Sl. No. 09 may consist of Written Test and / or Trade Test / Practical Test.

- 32) Upper age limit and experience will be considered as on 31.07.2017.
- 33) For Sl. No. 01 to 05 and Sl. No. 07, unless specified, all the Qualifications must be full time regular and from a recognized Indian University/ Institute approved by AICTE and / or other statutory authority.
- 34) For Sl. No. 01 to 05 and Sl. No. 07, the essential work experience shall be counted from the date of declaration of the Final Examination result.
- 35) Management reserves the right to appoint / rotate any employee in any position as per requirement of Company, irrespective of position he has been originally selected for.
- 36) The management reserves the right to reject the candidature if the candidates possess higher qualifications than prescribed in the advertisement for the posts at sr. no. 8 and 9.
- 37) In the event of finding difficulty to apply online you may contact us through Email: **recruitment@goashipyard.com**

Other Information for candidates with regard to online application:

1. Demand Draft is valid for 3 months from the date of issue of the Demand Draft. So, the candidates are advised to submit the application at the earliest after making the DD.
2. At the end of the Online Application System, once the candidate checks the Terms & Conditions checkbox and clicks on submit button, candidate won't be allowed to edit his application details.
3. Candidates are advised to take two printouts of their system generated online application forms after registering and send one copy of the same to Goa Shipyard Limited along with all the relevant documents in support of their age, qualification, experience and caste (if applicable) and preserve the second copy for future references.

Candidates are required to print a copy of the application form and attach the original Demand Draft, self attested Xerox copies of all relevant mark sheets / certificates as applicable and post the online application form, Demand Draft and attached documents to: **GM (HR&A), Dr. B.R. Ambedkar Bhavan, Goa Shipyard Limited, Vasco-Da-Gama, Goa – 403802** in support of the details entered in the Online Application System.

Online Application opens from 00.00 hrs on 19.09.2017 and closes at 17.00 hrs on 16.10.2017.

LAST DATE FOR RECEIPT OF THE PRINT OUT OF ONLINE APPLICATION FORM ALONG WITH SUPPORTING DOCUMENTS AT GOA SHIPYARD LIMITED IS 26.10.2017