SPECIAL RECRUITMENT DRIVE

ADVERTISEMENT REF.NO DIV-REC-NE/BL/74/2015

Vacancy Notification for filling up backlog vacancies in Technical Staff and Skilled /Semi Skilled Grade Industrial Operatives & Security Sepoys from SC, ST, OBC (Non-Creamy Layer) in various trades for appointment on Contract Basis for a maximum period of two years.

Mazagon Dock Limited invites applications from eligible candidates in the category of SC, ST, OBC (Non creamy Layer) for the posts of <u>Technical Staff and operatives in various trades in Skilled & Semi-skilled for appointment on Contract Basis for maximum period of two years.</u>

Sr.	Trade	OBC	SC	ST	TOTAL
	Skilled Grade-I(IDA-5)				
1	Jr. Draughtsman	0	0	1	1
2	Jr. Planner Estimator (Mechanical)	5	2	2	9
3	Jr. Quality Inspector (Mechanical)	0	1	2	3
4	Store Keeper	0	0	1	1
5	Fitter	17	0	0	17
6	Structural Fabricator	8	9	7	24
7	Pipe Fitter	10	0	17	27
8	Rigger	16	5	7	28
9	Compressor Attendant	2	1	0	3
10	Brass Finishers	1	0	0	1
11	Machinist	0	2	0	2
12	Electrician	2	0	10	12
13	Electric Crane Operator	0	0	2	2
14	Electronic Mechanic	1	0	0	1
15	Painter	0	0	2	2
16	Carpenter	3	0	3	6
17	Composite Welder	0	0	3	3
	Semi Skilled	Grade-III(IDA-4A)		
18	Security Sepoy (Ex-servicemen)	1	0	0	1
	Semi Skilled Grade-I(IDA-2)				
19	Fire Fighter	1	0	1	2
20	Utility Hand	0	3	6	9
21	Chipper Grinder	4	0	4	8
	TOTAL	71	23	68	162

The vacancies in PWD categories will be filled as per Govt of India guidelines. PWD (OH) & (HH) posts are identified for all trades except Electric Crane Operator, Rigger, Security Sepoy, Fire Fighter and Utility Hand.

2. Essential Qualification / Experience :

Sr	Category	Essential Qualification & Experience
1	Jr. Draughtsman	Must have passed SSC or equivalent examination conducted by a Board recognised by the Govt. and must have passed the "National Apprenticeship Certificate Examination" in the Trade of 'Draughtsman' in Mechanical Stream conducted by NCVT of the Directorate General of Employment & Training, Ministry of Labour, Govt. of India.
2	Jr. Planner Estimator (Mechanical)	Must have passed SSC / HSC with full time three years Diploma with aggregate 55% marks or full time Degree with pass class in Mechanical (Mechanical/Mechanical & Industrial Engg./Mechanical & Production Engg./Production Engg.) or Marine Engineering in Examination conducted by Govt. recognised Technical Board / University.
3	Jr. Quality Inspector (Mechanical)	Must have passed SSC / HSC with full time three years Diploma with aggregate 55% marks or full time Degree with pass class in Mechanical (Mechanical/Mechanical & Industrial Engg./Mechanical & Production Engg./Production Engg) or Marine Engineering in Examination conducted by Govt. recognised Technical Board/University.
4	Store Keeper	Must have passed SSC / HSC with full time three years Engineering Diploma in Mechanical, Electrical, Electronics, Electronics & Telecommunication, Instrumentation, Computer Engineering in Examination conducted by Govt. recognised Technical Board / University. Additional qualification in Material Management & Knowledge of Computer will be Preferred.
5	Fitter*	Passed SSC or equivalent examination conducted by a Board recognised by the Government and must have passed the "National Apprenticeship Certificate Examination" in the trade of "Fitter". The candidate who have worked in MDL/Shipbuilding industry as a Fitter for minimum one year but undergone Apprentice Training in any other trade can apply for the post of Fitter directly.
6	Structural Fabricator*	Passed SSC or equivalent examination conducted by a Board recognised by the Government and National Apprenticeship Certificate Examination passed in the trade of "Structural Fitter / Fabricator". The candidate having National Apprenticeship Certificate examination passed in "Sheet Metal Worker" trade will be considered for "Trainee Structural Fabricator".
7	Pipe Fitter*	Passed SSC or equivalent examination conducted by a Board recognised by the Government and the National Apprenticeship Certificate Examination passed in the trade of "Pipe Fitter" or Passed SSC or equivalent examination conducted by a Board recognised by the Government and National Apprenticeship Certificate Examination passed in the trade of "Plumber" and having one year experience in MDL/Ship-building industry as a Plumber may apply for the Post of Pipe fitter directly. However, the experience certificate should be certified by their Personnel Dept. Candidate who have passed SSC with 'NAC' in Plumber trade without Shipbuilding experience can apply for the post of "Trainee Pipe fitter"
8	Rigger*	Passed VIII std and the National Apprenticeship Certificate Examination passed in the trade of "Rigger".
9	Compressor Attendant**	Compressor Attendant is not a designated trade under Apprenticeship Act. The candidates who have passed SSC & NAC in Millwright Mechanic or Mechanic Machine Tool Maintenance and worked in MDL/ Shipbuilding Industry as a Compressor Attendant for minimum one year may apply for the post of Compressor Attendant. However, the experience certificate should be certified by their Personnel Dept. In case of non-availability of candidates as Compressor Attendant, candidates having passed SSC and passed NAC examination in the trade of Millwright Mechanic or Mechanic Machine Tool Maintenance may apply for the post of "Trainee Compressor Attendant".

10	Brass Finisher*	Brass Finisher is not a designated trade under the Apprenticeship Act .The candidate who have worked in MDL/Shipbuilding industry as a Brass Finisher but have undergone apprenticeship training in any trade can apply for the post of Brass Finisher directly. However, the experience certificate should be certified by their Personnel Dept. Candidate who have passed 'NAC' in the trade of "Machinist" without Shipbuilding experience can apply for the post of "Trainee Brass Finisher"
11	Machinist	Passed SSC or equivalent examination conducted by a Board recognised by the Government and National Apprenticeship Certificate Examination passed in the trade of "Machinist".
12	Electrician*	Passed SSC or equivalent examination conducted by a Board recognised by the Government and the National Apprenticeship Certificate Examination passed in the trade of " Electrician ".
13	Electric Crane Operator**/* **	Passed SSC & the National Apprenticeship Certificate Examination passed in Electrician trade and having one year experience in MDL/ Ship-building industry as Electric Crane Operator may apply for the post of Electric Crane Operator directly. However, the experience certificate should be certified by their Personnel Dept. In case of non-availability of candidates with above required qualifications, candidates who have passed NAC in Electrician trade may be considered as "Trainee Electric Crane Operator" subject to suitability.
14	Electronic Mechanic	Passed SSC or equivalent examination conducted by a Board recognised by the Government and National Apprenticeship Certificate Examination passed in the trade of "Electronic Mechanic".
15	Painter	Passed VIII std and National Apprenticeship Certificate Examination passed in the trade of "Painter".
16	Carpenter	Passed VIII std and National Apprenticeship Certificate Examination passed in the trade of "Carpenter".
17	Composite Welders	Passed VIII std and the National Apprenticeship Certificate examination passed in the trade of "Welder (G&E)"
18	Security Sepoy (Ex- servicemen)	Must have passed SSC or equivalent examination conducted by a Board recognized by Govt. Or passed Indian Army class – I examination or equivalent examination in the Navy or Air Force and has put in at least 15 years of service in the Armed Forces of the Union and is otherwise considered fit to hold the post in view of his experience and other qualifications. Candidates conversant with Security Duties and holding valid commercial driving licence will be preferred.
19	Fire Fighter	Candidates must have passed SSC or equivalent with Diploma / Certificate in Fire Fighting of minimum six months duration from a Govt. recognised institute. Candidates must posses a valid Heavy Duty Vehicle Licence.
20	Utility hand	Utility Hand is not a designated trade under the Apprenticeship Act. Candidates who have passed SSC with NAC in any trade and have worked in Shipbuilding industry as Utility Hand for minimum period of one year may apply for the said post. However, the experience certificate should be certified by their Personnel Dept In case of non-availability of candidates as Utility Hand, candidates having passed SSC and NAC examination conducted by NCVT in the trade of Motor Vehicle Body Builder / Tool & Die Maker(Allied trade)/ Motor Vehicle Mechanic / Diesel Mechanic and Instrument Mechanic may apply for the post of "Utility Hand".

21	Chipper Grinder	Chipper Grinder trade is not a designated trade under Apprenticeship Act. Candidates who have passed SSC and NAC in any trade and have worked in Shipbuilding industry as Chipper Grinder for minimum period of one year may apply for the said post directly. However, the experience certificate should be certified by the Personnel Dept. In case of non-availability of candidates as Chipper Grinder, the candidates having passed SSC with NAC examination conducted by NCVT in the trade of Machinist / Machinist (Grinder) / Turner may apply for the post of "Trainee Chipper Grinder".
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* The candidates who have worked as Fitter, Structural fabricator, Pipe Fitter, Rigger, Chipper Grinder, Compressor Attendant & Electric Crane Operator in MDL/Shipbuilding industry for minimum one year having passed NAC in different trades may apply directly to such trade. However, experience certificate should be certified by their Personnel Dept.

In case, sufficient numbers of candidates are not available from the respective trades, the candidates who have passed NAC in Fitter trade will be taken as Trainee Structural Fabricator, Trainee Pipe Fitter and Trainee Rigger for a period of two months. The candidates having passed NAC in Sheet Metal trade may also apply along with Structural Fitter for the post of Trainee Structural Fabricator. On completion of 2 months' training, Trainee Structural Fabricator, Trainee Pipe Fitter, Trainee Rigger ,Trainee Brass Finishers and Trainee Chipper Grinder will be trade tested and if they qualify in the respective trade test, they will be appointed as Structural Fabricator, Pipe Fitter, Rigger, Brass Finishers and Chipper Grinder on contract basis for a maximum period of two years including training period. If the candidate fails in the trade test, his/her services will be liable to be terminated forthwith. During the training period trainee will be paid a stipend of Rs.5000/- per month.

There will be common merit list for the post of Fitter, Trainee Structural Fabricator (including NAC – Sheet Metal), Trainee Pipe Fitter (including NAC – Plumber) and Trainee Rigger for selection from the Fitter trade.

- ** There will be a common merit list for the posts of Electrician & Trainee Electric Crane Operator. The candidate higher in merit list will be selected as Electrician and those lower in merit will be selected as Trainee Electric Crane Operator from Electrician trade.
- *** Candidates selected as Trainee Electric Crane Operator and Trainee Compressor Attendant will be imparted four months on the job training. On completion of training, the Trainee Electric Crane Operator and Trainee Compressor Attendant will be trade tested and on qualifying the test they will be appointed as Electric Crane Operator and Compressor Attendant respectively on a basic pay of Rs 7500/- pm on contract basis for a maximum period of 2 years including the training period. During the training period trainee will be paid a stipend of Rs.5000/- per month.
- **3.** <u>Desirable Experience:</u> Work experience in the relevant trade/function in a Shipbuilding industry for minimum one year duly certified by their Personnel Department is desirable.
- 4. Age Limit: The maximum age limit is 33 years & minimum not less than 18 years as on 01.01.2015
- (a) Relaxation in upper age limit is 5 years for SC/ST candidates & 3 years for OBC candidates as per Rules.
- (b) Relaxation in upper age limit for persons with disability is 15 years for SC/ST and 13 years for OBC as per Govt. rules.
- (c) The ex-trade apprentice of MDL will get age relaxation to the extent of their Period of Apprenticeship Training in MDL as per Government directives.
- (d) Candidates who have worked on contract basis in MDL will get age relaxation of 5 years, Over and above age relaxation at a, b & c above.
- (e) Ex-servicemen who have put in not less than 6 months continuous service in the Armed Forces of the Union will be given relaxation in age limit to the extent of period of service plus 3 years
- 5. **Period of Contract:** The contract for all the above categories will be for a maximum period of two years.

6. <u>Description of Duties are as under:</u>

Required to work on ongoing projects of Ship Building Division, Submarine Division and other associated work related to the project.

The selected "Operatives, Technical Staff , Fire Fighter & Security Sepoys" are required to work on above production related job / outfitting work as per the <u>Production Norms and Multi Trade policies</u> in force in the Company including the job specifications incorporated in these policies and amended from time to time.

7. Pay and Allowances

- a) The candidates engaged on **contract** in <u>Skilled Gr-I (IDA-5)</u> category will get basic pay of Rs.7500/- per month in the IDA Pay Scale in the first year and Rs.7575/- in the second year. Besides basic pay, they will be entitled to get Industrial DA, HRA, Transport Subsidy, CPF/Gratuity etc. as per rules of the Company.
- b) The candidates engaged on **contract** in <u>Semi Skilled Gr-III (IDA-4A)</u> category will get basic pay of Rs.7250/- per month in the IDA Pay Scale in the first year and Rs.7323/- in the second year. Besides basic pay, they will be entitled to get Industrial DA, HRA, Transport Subsidy, CPF etc. as per rules of the Company.
- c) The candidates engaged on **contract** in <u>Semi Skilled Gr-I(IDA-2)</u> category will get basic pay of Rs.6000/- per month in the IDA Pay Scale in the first year and Rs.6060/- in the second year. Besides basic pay, they will be entitled to get Industrial DA, HRA, Transport Subsidy, CPF/Gratuity etc. as per rules of the Company.

8. Leave

The appointees shall be entitled to 12 days Casual Leave during the first year of contract. However, in the second year of the contract in addition to casual leave, they will be entitled to other types of leave as per rules of the Company.

9. How to Apply

- i. Application in the format given at the end of this advertisement may be down loaded from our website www.mazagondock.gov.in under head Career. The application should be filled legibly in Hindi, Marathi or English in Block letters on an A-4 size paper. Application not submitted in format may be rejected.
- ii. A separate application for each trade has to be submitted in case the applicant desires to apply for more than one post.
- iii. Candidates must attach self attested copies of certificates in support of their age, qualification, experience, caste certificate, defence discharge certificate & driving licence along with the application. Candidates are also advised to bring all original certificates for verification during interview. The OBC candidates seeking reservation are required to attach valid certificate regarding OBC (Non-Creamy Layer status) issued by the Competent Authority in prescribed format only.
- iv. Candidates serving in Government/Quasi Government offices, Public Sector Undertakings are instructed to submit their application through proper channel. In case, he sends an advance copy of the application, he will have to submit a "No Objection Certificate" from his employer at the time of Interview / Trade Test, failing which his candidature will not be considered.
- v. SC / ST & OBC (NCL) candidates are required to produce a caste certificate only in the prescribed format issued by any of the following authorities:-
 - a. District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / 1st Class Stipendiary Magistrate /Sub Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner.
 - b. Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
 - c. Revenue Officer not below the rank of Tehsildar and Sub Divisional Officer of the area where the candidate and / or his family normally resides.
 - d. Administrator / Secretary to Administrator / Development Officer (Lakshdweep & Minicoy Islands).

- vi. Candidates claiming reservation under Persons with Disability category are required to produce Medical Certificate in prescribed format issued by the Competent Authority as stipulated in Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 having 40% or more disabilities in the category of OH/HH as the case may be.
- vii. Processing Fees of Rs 100/- (Non-Refundable) needs to be deposited at any nearest branch of **State Bank of India(SBI)** by using challan form. However candidates belonging to SC, ST, PWD & Ex-servicemen category are exempted from paying the Processing Fee. The candidates are required to download the Challan Form available at the end of the advertisement. The candidate should fill up all the three parts (Banks copy, MDL Copy & Candidates copy) of the challan. Deposit cash of Rs.140/-(Including Bank charges of Rs.40/-) at the nearest SBI branch. The Bank shall retain its copy (Bank's copy) and return two parts(MDL's copy and Candidate's copy) of the Challan to the candidate.
- ix. The list of eligible candidates will be displayed on our website www.mazagondock.gov.in under the head Career-Non-Executives and sub head Mo-74 as well as Company's notice board in respect of Date & Time of Interview on 06/02/2015 onwards. The result of Interview along with date & time for Trade test will be declared /displayed at main gate notice board on the date of interview only. Final list of short listed candidates will also be hosted on our website under the same head & Company's Notice Board.

10. General Information :

- a. The applicant must ensure that the particulars furnished by him/her are correct in all respect. In case it is detected at any stage of recruitment or even after the appointment on contract basis that he/she has furnished incorrect/false information or has suppressed any material fact, his/her candidature will stand cancelled and his/her services are liable to be terminated without compensation.
- b. The candidates selected for appointment are required to work in different shifts on all working days and places as identified by the Company.
- c. Only eligible & short-listed candidates will be called for interview followed by trade test.
- d. Contract appointment for maximum period of 2 years of selected candidates is subject to their being declared medically fit by the Chief Medical Officer of the Company as per required standard of health & fitness as per prescribed rules.
- e. The decision of the Company in all matters regarding the eligibility criteria, Interview, Trade Test, Selection procedures would be final and binding on all the candidates. No representation or correspondence will be entertained by Mazagon Dock Limited in this regard.
- f. The contract appointees shall have no right to get absorbed in the Company at the end of their contract, this being the essential condition of this contractual appointment.
- g. Canvassing in any form will be a disqualification for appointment.
- h. Management reserves the right to cancel this advertisement at any stage.
- i. In case of any dispute, jurisdiction shall be court at Mumbai.
- i. Camera / Mobile with camera is not permitted inside the company premises.
- k. Candidates are requested to refer MDL website for further corrigendum (if any) to the advertisement.

DGM (HR-REC-NE)

Place : Mumbai Date : 03/01/2015

Mazagon Dock Limited

Dockyard Road, Mazagaon, Mumbai-400 010

REF.NO.MDL/ "A" DIV-REC-NE /BL/74/2015	PPLICATION FOR THE POST	THE POST OF Regi. No.BL/74			
	ON ' CONTRACT BASI	S'	(For Official	al Use only)	
То,					
The DGM (REC-NE),					
Mazagon Dock Limited			Paste here	a recent	
Dockyard Road,			attested		
Mazagon			colour Pass photograph		
Mumbai-400 010					
1.Name :					
(In Block Letter) First Name	Middle Name	Surname			
2.Father's Name:					
3.Date of Birth:	(a) Age as on 01.01.2015 : yea	rs months	days.		
4. Whether you belong to: (P	Please tick in appropriate column)				
4.A SC	ST		OBO	C	
4.B PWD (Disability mo 40 %)	re than OH		НН	VH	
4.C Whether Ex-Services	man Yes/No	No of ye	ears service	Post Held	
Name Of the Caste/Tribe/Cla	ass:Re	eligion :	_		
5. Nationality:	<u> </u>				
6. Gender: Male / Female					
7. Marital Status: Married /	Unmarried				

8. Educational Qualification

Exam Passed	Name Of Institute	Year Of Passing	Subject	% Of Mark	Class/div
d.					
*10 th (SSC) / VIII					
std./Army Class I /					
Equivalent					
Apprenticeship-					
NAC					
Diploma/Degree					

EX MDL Operative E		OL Apprenti	ice		Outside App	renticeship
O. Details of previous experience Name of Organization (Whether Govt./PSU/PVT)	Post(s) held	employmer From	To	Years & Months	Scale of Pay	Nature of Job

11. Present Address	Permanent Address	
(With pin code & Phone no)	(With pin code & Phone no)	
12.Telephone No. Resi	Mobile	
13.Nearest Railway Station :		
14. Employment Exchange Regd. No & Validit	y(If any):	

15. Details of father/mother if employed in Mazagon Dock Ltd.

Name of Father/Mother	Department	Ticket No	Post held

- 16. List of attested photocopies of the document attached:
 - 1. Proof of Date of Birth.
 - 2. SSC Marksheet / SSC Board Certificate/ VIIIth Marksheet
 - 3. NAC /Diploma/Degree Certificate.
 - 4. Mark sheet of NAC/Diploma/Degree.
 - 5. Experience Certificate.
 - 6. Caste Certificate (if applicable) / Non-creamy layer certificate for OBC.
 - 7. Certificate of Disability from competent Authority indicating 40% or more disability in HH/OH Category.
 - 8. NOC (if working in Govt./PSU).
 - 9. Discharge Certificate from Defence Services (for Ex-serviceman).
 - 10. Driving Licence.
 - 11. Any other.

17. Declaration : I	hereby certify that all information given				
in this application is true, complete and correct to the best of	my knowledge and belief. I have not				
suppressed any material fact or factual information in the above st	tatement. I am aware that in case I have				
given wrong information or I do not fulfill the criteria according to the advertisement, my candidature ma					
be rejected / service terminated without giving any notice or reasons or compensation therefore. Further					
have remitted Rsto MDL A/C No.34413274176, Challan	copy enclosed herewith.				
	SIGNATURE OF THE CANDIDATE				
Date :					
Place:					
(For Office use only)					
(Tot office use only)					
Status: Eligible / Not-eligible: (Reason)					
, , , , , , , , , , , , , , , , , , ,					
Signature o	of the officer				
Name :					
Designation					



Bank's Copy भारतीय स्टेट बैंक State Bank of India With you - all the way



MDL's Copy



Applicant Copy



STATE BANK OF INDIA	STATE BANK OF INDIA	STATE BANK OF INDIA	
Challan for remittance of Processing Fee for Mazagon Dock	Challan for remittance of Processing Fee for Mazagon Dock	Challan for remittance of Processing Fee for Mazagon Dock	
Limited Mumbai	Limited Mumbai	Limited Mumbai	
Advertisement No. 74	Advertisement No. 74 MDL A/C No. 34413274176	Advertisement No. 74 MDL A/C No. 34413274176	
MDL A/C No. 34413274176	MDL A/C No. 34413274176 At SBI Code No: 09054	MDL A/C No. 34413274176 At SBI Code No: 09054	
At SBI Code No: 09054			
Details to be filled by the Applicant	Details to be filled by the Applicant	Details to be filled by the Applicant	
Mr./Ms	Mr./Ms	Mr./Ms	
	111,1120		
Date of Birth:	Date of Birth:	Date of Birth:	
(DD/MM/YY)	(DD/MM/YY)	(DD/MM/YY)	
Position Applied for:	Position Applied for:	Position Applied for:	
Details to be filled by Branch	Details to be filled by Branch	Details to be filled by Branch	
Branch Name:	Branch Name:	Branch Name :	
Branch Code:	Branch Code:	Branch Code:	
Journal No. :	Journal No. :	Journal No. :	
Date of Remittance :	Date of Remittance:	Date of Remittance:	
Employment Application Fee: Rs. 100/-	Employment Application Fee: Rs. 100/-	Employment Application Fee: Rs. 100/-	
Bank Charge: Rs. 40/-	Bank Charge: Rs. 40/-	Bank Charge: Rs. 40/-	
Total Payable : Rs. 140/-	Total Payable : Rs. 140/-	Total Payable : Rs. 140/-	
Signature of the Signature of the authorized	Signature of the Signature of the authorized	Signature of the Signature of the authorized	
Remitter Official with Branch Seal	Remitter Official with Branch Seal	Remitter Official with Branch Seal	
For the Fee receiving Branch of SBI	For the Fee receiving Branch of SBI	For the Fee receiving Branch of SBI	
To the receiving brunen of obt	Tot the Tee receiving Drunen of ODI	Tot the receiving brunen of 5B1	
Branch should collect Rs. 40 extra (total of Rs. 100 + Rs. 40=Rs.140/-) from the remitter as bank charges and to be credited to the branch commission account, in accordance with CGM, Mumbai sanction Ref. No. SME/1/1071 dt. 15.03.2014 2. Branch should write the Branch Name, Branch Code, Journal No. & Date of remittance invariably and hand over both the MDL's copy & Applicant's copy to the remitter duly signed.	Branch should collect Rs. 40 extra (total of Rs. 100 + Rs. 40=Rs.140/-) from the remitter as bank charges and to be credited to the branch commission account, in accordance with CGM, Mumbai sanction Ref. No. SME/1/1071 dt. 15.03.2014 2. Branch should write the Branch Name, Branch Code, Journal No. & Date of remittance invariably and hand over both the MDL's copy & Applicant's copy to the remitter duly signed.		
	The state of the s	wide s copy & Applicant's copy to the femilier duty signed.	