

**NON-EXECUTIVE CADRE**

**GOA SHIPYARD LIMITED**  
SHIPBUILDERS, SHIPREPAIRERS & ENGINEERS  
(A Govt. of India Undertaking-Ministry of Defence)  
(ISO 9001-2008 Certified Company)  
VADDEM, VASCO-DA-GAMA, GOA - 403 802

**Unmatchable Track Record of Execution & Delivery**

**SPECIAL RECRUITMENT DRIVE FOR ST & OBC**

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 Special Recruitment Drive for Persons with Disability. Online application will starts from 05.07.2016, Special Recruitment Drive for ST & OBC.

Sr. No.	Post (s)	No. of vacancies	Scale of Pay (₹.) & Grade	Upper age limit as on 30.06.2016 (including age relaxation for ST & OBC category)
1	Assistant Superintendent (Finance)	ST-04	9000-3%-23300 (S-1)	ST-33 yrs
2	Assistant Superintendent (HR)	ST-01	9000-3%-23300 (S-1)	ST-33 yrs
3	Office Assistant	ST-01	6200-3%-20270 (M-3)	ST-33 yrs
4	Cook	ST-01	5800-3%-15360 (W-2)	ST-33 yrs
5	Painter	ST-01	5800-3%-15360 (W-2)	ST-33 yrs
6	Trainee Structural Fitter	ST-06	Stipend of `7000/- per month during the 1st year and `7500/- per month during the 2nd year	ST-33 yrs
7	Trainee Marine Fitter	03 (ST-02, OBC-01)	Stipend of `7000/- per month during the 1st year and `7500/- per month during the 2nd year	ST-33 yrs;OBC-31 yrs

**APPLICATIONS WITH INCOMPLETE INFORMATION AND NOT CONFORMING TO THE DIRECTIONS AND GENERAL CONDITIONS GIVEN ON THE WEBSITE ARE LIABLE TO BE REJECTED.**

Date of commencement of <b>ONLINE</b> Applications	05/07/2016
Last date for submission of <b>ONLINE</b> Applications (After submission editing is not allowed)	05/08/2016 <b>(till 17:00 hours)</b>
Last date for submission of copy of the printed Online Application, DD along with mandatory enclosures	18.08.2016

**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 categories are:

1. Visually Handicapped (VH)
2. Hearing Handicapped (HH)
3. Orthopedically Handicapped (OH)

The upper age limit for PwD candidates will be relaxed upto 10 years. 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.

UPPER AGE LIMIT AND EXPERIENCE WILL BE CONSIDERED AS ON 30.06.2016

## **DETAILED ADVERTISEMENT**

- 1 POST : Assistant Superintendent (Finance)-04  
RESERVATION : ST- 04  
UPPER AGE LIMIT : ST : 33 yrs (including age relaxation)  
PAY SCALE : Rs. 9000-3%-23300- (S-1)

**Essential Qualification:** Graduate having passed Intermediate examination/IPCC Examination from Institute of Chartered Accountants of India or Institute of Cost Accountants of India.

**Work Experience:** The candidate should possess minimum 2 Years Post qualification relevant work experience in Finance function.

- 2 POST : Assistant Superintendent (HR)-01  
RESERVATION : ST- 01  
UPPER AGE LIMIT : ST : 33 yrs (including age relaxation)  
PAY SCALE : Rs. 9000-3%-23300- (S-1)

**Essential Educational Qualification** : Bachelors of Business Administration(BBA) OR Graduate in any discipline with Diploma in Personnel Management / Industrial Relations /Labour Law and Labour Welfare / BSW /B.A (Social Work) /B.A (Sociology)' from recognized University /Institute.

**Desirable:** 2/3 years Post Graduate Degree / Diploma in HR / MIRPM / MBA / MSW / MHRM /LLB/B.L. Certificate course on Supervisory development offered by National Productivity Council or other Institutions recognized by Government of India.

**Work Experience:** The candidate should possess minimum 2 Years Post qualification relevant work experience in HR function.

3	POST	:	Office Assistant - 01
	RESERVATION	:	ST - 01
	UPPER AGE LIMIT	:	ST - 33 yrs (including age relaxation)
	PAY SCALE	:	Rs. 6200-3%-20270 (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) either on computer or Typewriter 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

4	POST	:	Cook - 01
	RESERVATION	:	ST-01
	UPPER AGE LIMIT	:	ST-33 yrs (including age relaxation)
	PAY SCALE	:	Rs. 5800-3%-15360 (W-2)

**Essential Qualification & Experience:** SSC with minimum 02 years cooking experience in any industry / Public sector Undertaking/ small or medium industry / Hotel etc.

**Desirable :** Candidates holding qualifications from Armed Force, Cookery/ Stewards training school and holding the rank of Leading Seamen / Equivalent can apply provided they fulfill 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.

5	POST	:	Painter - 01
	RESERVATION	:	ST - 01
	UPPER AGE LIMIT	:	ST - 33 yrs (including age relaxation)
	PAY SCALE	:	Rs. 5800-3%-15360 (W-2)

**Essential Qualification & Experience:** The applicant should possess SSC and 02 years training in the respective trade in GSL or minimum 02 years experience in the line.

**Desirable Qualification:** The candidate with ITI in painting and experience in various types of blasting and spray painting will be preferable.

6	POST	:	Trainee Structural Fitter - 06
	RESERVATION	:	ST-06
	UPPER AGE LIMIT	:	ST-33 yrs (including age relaxation)
	PAY SCALE	:	All Inclusive Stipend of Rs. 7000/- per month during the 1st year and Rs.7500/- per month during the 2nd year

**Essential Qualification:**

The applicant should possess ITI in Fitter/Fitter General and NCTVT In the trade of Structural Fitter / sheet metal worker or ITI in the trade of Structural Fitter.

**Desirable:** Preference will be given to those candidates who have under gone NCTVT from Shipyards like Mazagon Dock Limited, Cochin Shipyard Limited, Goa Shipyard Limited etc. The selected candidates will be inducted as Trainee for a period of one year extendable by another one year. During the training period, they will be paid a stipend of Rs. 7000/- per month during the first year and Rs. 7500/- per month during the second year. After successful completion of the training period based on his/her performance and considering the training period as experience, the candidate may be absorbed in W - 3 Grade i.e. Rs.6000-3%-16950 as Structural Fitter on regular basis subject to availability of the vacancies and passing the trade test.

7	POST	:	Trainee Marine Fitter - 03
	RESERVATION	:	ST-02 ; OBC - 01
	UPPER AGE LIMIT	:	ST-33 yrs; OBC-31 yrs (Including age relaxation)
	PAY SCALE	:	All Inclusive Stipend of Rs. 7000/- per month during the 1st year and Rs.7500/- per month during the 2nd year

**Essential Qualification:**

The applicant should possess ITI and NCTVT or ITI in Fitter / General Fitter / Marine Fitter.

**Desirable:** Preference will be given to those candidates who have undergone NCTVT from Shipyards like Mazagon Dock Limited, Cochin Shipyard Limited, Goa Shipyard Limited etc. The selected candidates will be inducted as Trainee for a period of one year extendable by another one year. During the training period, they will be paid a stipend of Rs. 7000/- per month during the first year and Rs. 7500/- per month during the second year. After successful completion of the training period based on his/her performance and considering the training period as experience, the candidate may be absorbed in W - 3 Grade i.e. Rs.6000-3%-16950 as Marine Fitter on regular basis subject to availability of the vacancies and passing the trade test.

**GENERAL CONDITIONS**

1. The candidate may note that the applications are to be made only through online 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 non receipt of any application which is not received through online system.
2. Non-receipt of Hardcopy application / incomplete application, not supported by attested copies (self-attested) of relevant documents, not fulfilling the eligibility criteria or those received after the last date of receipt of application shall not be considered and shall be treated as “**REJECTED**” and no communication made for the same.
3. Management reserves the right to fill or not to fill the posts and mere fulfillment of qualifications and other requirements 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 indicating clearly the candidate 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.
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 such as DA, HRA and other allowances shall be applicable to the grade as per rules. In respect of Fixed Term Employees Basic, DA will be at par to regular employees. They will also be covered under the Certified Standing Orders of Company and other benefits will be extended as per the company rules.
7. Candidates working in Govt. /Quasi Government/Public Sector Undertaking/ Autonomous Bodies must apply through proper channel or produce “**No Objection Certificate**” at the time of interview without which the candidates will not be interviewed.
8. Management reserves the right to raise the eligibility criteria for short listing the applications.
9. Outstation candidates qualifying the written test and called for the interview will be paid to and fro II-nd sleeper class rail fare by shortest route only on production of proof of journey(Hard copy of Tickets) as per rules of the Company. However SC/ST candidates on being eligible for the written test and on appearing for written test and interview will be reimbursed to and fro II-nd sleeper class rail 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.
10. Payment of TA shall be 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. TA Application format along with ECS form is available on our website under the heading of “Advertisement”
11. “Wait Listed” ticket for Rail journey are NOT entitled for TA Reimbursement.
12. For any dispute, the Jurisdiction shall be Goa only.
13. Fixed term appointment does not confer any right for regular employment and on completion of prescribed tenure / completion of project, the services will be co-terminus without assigning any notice thereof.
14. The Govt. directives on reservation for SC/ST/OBC (NCL)/ PWD/Ex-servicemen will be strictly followed.

15. Persons with Disabilities (PWD) :

- a. 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 categories are :
  1. Visually Handicapped (VH)
  2. Hearing Handicapped (HH)
  3. Orthopedically Handicapped (OH)
16. Relaxation in age limit for external candidates for SC/ST/OBC (NCL)/PWD/Ex-Serviceman will be as per Government of India guidelines in force.
17. Upper age limit and experience will be considered as on 30.06.2016
18. Age relaxation will be given to internal candidates as per the GSL rules.
19. The management reserves the right to reject the candidature if the candidates possess higher qualifications than prescribed in the advertisement.
20. Interim enquiries will not be entertained.
21. Canvassing in any form may lead to disqualification.
22. At the sole discretion of GSL Management the number of vacancies notified shall be increased or reduced.
23. In the event of any dispute or interpretation the job specification with regard to the post notified shall be referred. However, for further clarification / interpretation the provisions as contained in the Recruitment Career Development Plan for workmen shall be final and binding.
24. 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.
25. Candidates applying for more than one post must send separate application.
26. SC/ST, PwD & Ex-servicemen Candidates are not required to pay any fee.
27. Application received contrary to the instructions given shall be rejected.
28. 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.
29. Further, corrigendum if any, will be uploaded on our website only. Candidates are requested to visit our website regularly. In addition the list of eligible candidates will be displayed on the website under the heading “Advertisement”.

30. Written Test/Interview call letter will be sent only through E-mail to shortlisted candidates' registered Email ID. The candidates are requested to login their E-mail Id and check regularly.
31. Management will not be responsible for non receipt of email and loss of their E-mail ID password.
32. In the event of finding difficulty to apply online you may contact us through email [recruitment@goashipyard.com](mailto:recruitment@goashipyard.com)

**Interested candidates may follow the following process for sending their application online:**

- Please keep scanned copy (preferably JPG/PDF format) of the following documents ready before proceeding to fill up the Online Application:
  - Passport size color Photograph with light background (preferably white) without any obstacle covering/obstructing the face and eyes. Size of the file should be below 450 kb.
  - Candidate's signature should be on a plain white paper with black ink. The signature should not be digitalized. It should be scanned copy of your own signature on paper with pen. Size of the file should be below 450 kb.
  - A copy of candidate's Caste certificate, in case applying against a reserved post.
  - A copy of candidate's birth certificate.
  - A copy of candidate's highest education qualification proof.
  - A copy of candidate's testimonial in support of candidate's experience in case the candidate is applying against a post requiring experience.
- Candidates are required to print a copy of the application form and post it to: **Chief General Manager (HR&A), Dr. B.R Ambedkar Bhavan, Goa Shipyard Limited, Vasco-Da-Gama, Goa: 403802**, along with the Demand Draft and self attested photocopy of the documents in support of the details entered in the Online Application System to reach us on or before 05.08.2016.

**APPLICATIONS OF THE CANDIDATES NOT MEETING THE ELIGIBILITY CRITERIA AS LAID DOWN IN THE ADVERTISEMENT ARE LIABLE FOR REJECTION.**

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