



Advt. No. 01/2023

FOR WEBSITE

GOA SHIPYARD LIMITED
SHIPBUILDERS, SHIPREPAIRERS & ENGINEERS
(A Government of India Undertaking-Ministry of Defence)
(ISO 9001-2015, 14001:2015, 45001:2018 Certified Company)
VADDEM, VASCO-DA-GAMA, GOA – 403 802
CIN No U63032GA1967GOI000077

Unmatchable Track Record of Execution & Delivery

GSL is a Central Public Sector Undertaking under Ministry of Defence and is a Schedule 'B' Mini Ratna Category-I Company, engaged in designing and building Ships for Indian Navy and Indian Coast Guard. GSL invites online applications from qualified, talented and experienced Indian Nationals only for the following posts under different disciplines. Eligible & Interested candidates are required to apply online through our website www.goashipyard.in

Direct Recruitment

Sr. No.	Name of the post	No. of Vacancies	Reservation	Upper age Limit as on 31.03.2023 (in years)	Scale of Pay (IDA – Revised 2017) & Grade
<u>PERMANENT POSTS</u>					
1	Additional General Manager (Naval Architecture)	2	OBC - 01 UR - 01	OBC -51 UR – 48	Rs. 90000-3%-240000 (E-6)
2	Additional General Manager (HR)	1	OBC - 01	OBC -51	Rs. 90000-3%-240000 (E-6)
3	Deputy General Manager (Finance)	2	OBC – 01 UR - 01	OBC -47 UR – 44	Rs. 80000-3%-220000 (E-5)
4	Senior Manager (Shiplift & Shipwright)	1	UR - 01	UR – 39	Rs. 70000-3%-200000 (E-4)
5	Senior Manager (Administration)	1	OBC - 01	OBC -42	Rs. 70000-3%-200000 (E-4)
6	Deputy Manager (Finance)	1	UR - 01	UR – 33	Rs. 50000-3%-160000(E-2)

FIXED TERM EMPLOYMENT (FTE) POSTS FOR 03 YEARS EXTENDABLE BY 02 YEARS

7	Senior Manager (Weapon & Sensors) - (On fixed term basis)	1	UR - 01	UR – 39	Rs. 70000-3%-200000 (E-4)
8	Senior Manager (Projects) – (On fixed term basis)	1	UR - 01	UR – 39	Rs. 70000-3%-200000 (E-4)
9	Manager (Russian Interpreter) – (On fixed term basis)	1	UR - 01	UR – 36	Rs. 60000-3%-180000 (E-3)
10	Manager (Civil) – (On fixed term basis)	1	UR - 01	UR – 36	Rs. 60000-3%-180000 (E-3)
11	Deputy Manager (Mechanical) – (On fixed term basis)	1	EWS - 01	EWS – 33	Rs. 50000-3%-160000(E-2)
12	Assistant Manager (Mechanical) – (On fixed term basis)	6	OBC - 01 SC - 01 UR - 02 EWS - 01 PwBD[VH(LV)] - 01	SC/ST- 35 OBC -33 UR/EWS – 30	Rs. 40000-3%-140000(E-1)
13	Assistant Manager (Hindi) – (On fixed term basis)	1	SC - 01		
14	Assistant Manager (Mechanical - Safety) – (On fixed term basis)	1	UR - 01		
15	Assistant Manager (Electrical) – (On fixed term basis)	4	EWS - 01 UR - 02 PwBD(HH) - 01		
16	Assistant Manager (Naval Architecture) – (On fixed term basis)	5	ST -01 SC -01 UR -03		
17	Assistant Manager (Finance) - (On fixed term basis)	2	UR -01 OBC -01		

18	Assistant Manager (Commercial) – (On fixed term basis)	1	UR -01		
19	Assistant Manager (IT) – (On fixed term basis)	1	OBC -01		
20	Assistant Manager (CSR) – (On fixed term basis)	1	OBC -01		
21	Assistant Manager (HR)- (On fixed term basis)	1	OBC -01		

*The above vacancies include backlog reserved vacancies also.

UR= Unreserved; SC= Scheduled Caste; ST= Scheduled Tribe; OBC=Other Backward Class; EWS= Economically Weaker Section; PwBD = Persons with Benchmark Disabilities; VH(LV)=Visual Impairment (Low Vision), HH= Hearing Impairment

Note:

1. Posts from Sr. No. 1 to 6 are on regular basis.
2. Posts from Sr. No. 7 to 21 are purely temporary and on fixed term contract basis, initially for a period of 03 years. It may further be extended for maximum upto 2 years depending upon the requirement of the organisation and the performance of the individual. It is NOT against a permanent post, but is on temporary basis only. The fixed term contract employment will stand automatically terminated at the end of the period, unless intimated otherwise in writing. Based on the requirement and availability of vacancies, FTEs recruited against this advertisement may be considered for absorption as per the prevalent Recruitment Rules/ Provision of the company in this regards. However, GSL does not provide any assurance for permanent employment on completion of fixed term tenure.

3. TIME FRAME:

Date of commencement of Online Applications	25.04.2023
Last date for Submitting Online Applications	24.05.2023 (till 17:00 hrs)
Last date for receipt of hard copies of Online Application form along with the relevant documents and acknowledgement receipt of online payment of application fees (as applicable) at Goa Shipyard Limited	03.06.2023

DETAILS OF POSTS AND TERMS AND CONDITIONS

1. ADDITIONAL GENERAL MANAGER (NAVAL ARCHITECTURE) – 02 VACANCIES

Essential Educational Qualification: Full time regular Bachelor of Engineering (B.E.) / Bachelor of Technology (B. Tech.) in Naval Architecture from a recognized University /AICTE approved institution.

Desirable Qualification: Post Graduate Degree /Diploma/ Certificate Course in relevant field/ Project Management from any Government recognized university / AICTE approved institution. Working knowledge of computers preferably in SAP / ERP modules, MS- office & Internet

Essential Work Experience: Candidate should have 16 years post qualification relevant work experience in ship building/ ship repairs or shipbuilding related organizations.

Desirable Experience: He / She may possess the work experience preferably in design department with knowledge of designing and analysing the drawings, technical specifications in CAD/CAM systems/ TRIBON and awareness about latest developments in shipbuilding technology, designs and product innovations. Experience in Developing vision, mission, core values and other strategic initiatives like Talent Nurturing, Diversity management and initiating other innovative global practices related to the technical services and design. Knowledge about legal aspects like copyright, patents, trademarks etc. is desirable.

2. ADDITIONAL GENERAL MANAGER (HR)– 01 VACANCY

Essential Educational Qualification: Graduate in any discipline with 2 years full time Regular 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

Desirable Qualification: Diploma / Degree course in Labour Laws or LL.B /B.L (or) with Graduate in Engineering

Essential Work Experience: Candidate should have 16 years post qualification relevant work experience in managing HR Functions in two or more of following areas:

- (i) Manpower Planning: Recruitment/Selection/Reservation Roster/Role Profiling
- (ii) Employee Development: Learning & Development/ Competency Mapping/ Apprentice school
- (iii) Compensation and Benefits: Wage & Salary Administration Statutory compliances, Establishment Matters
- (iv) Industrial Relations & Disciplinary matters: IR management, Disciplinary procedures, Grievance Redressal, Welfare Administration.
- (v) Compliances Management w.r.t HR : Statutory Compliances/ legal compliances /Contract Labour Management/ RTI/, CSR

Desirable Experience: Experience in Developing Vision, Mission, Core values and other strategic HR initiatives like Talent Nurturing & Management, Diversity Management, Employee Counselling, Designing Employee engagement practices and initiating other innovative global HR practices. Familiar/ knowledge of Government rules and regulations as applicable to CPSEs. Experience in shipbuilding, heavy engineering industry of a large PSU / DPSU/Private sector will be preferred.

3. DEPUTY GENERAL MANAGER (FINANCE) – 02 VACANCIES

Essential Qualification: Graduate AND qualified Chartered Accountant from Institute of Chartered Accountants of India / Qualified Cost Accountant from Institute of Cost Accountants of India.

Desirable Qualification: M.B.A in finance from universities/ AICTE approved institution.

Essential Work Experience: Candidate should have 13 years post qualification relevant work experience in one or more of the following areas in ERP environment.

- (i) Finance and Accounts: Finalizing the annual accounts in compliance with all statutory requirements and Accounting Standards, Dealing with Internal and Statutory Auditors/CAG, MIS.
- (ii) Costing & Budgeting: Costing, Capital and Revenue Budgeting, MIS.
- (iii) Financial Management / Funds management: Treasury management that includes investment of surplus funds, liaison with financial institutions for fund based/non-fund based facilities/ Forex management.
- (iv) Taxation: Corporate Taxation, Direct and Indirect Taxation, GST compliances upto assessment.

Desirable Experience: Familiar/ knowledge of Government rules and regulations as applicable to CPSEs. Experience in shipbuilding, heavy engineering industry of a large PSU / DPSU/Private sector will be preferred.

4. SENIOR MANAGER (SHIPLIFT & SHIPWRIGHT) - 01 VACANCY

Essential Qualification: Full time regular Bachelor of Engineering (B.E) / Bachelor of Technology (B. Tech) in Ship Building / Naval Architecture/Mechanical Engineering from a recognized University /AICTE approved institution.

Desirable Qualification: Any additional qualification with respect to Shipbuilding.

Essential Work Experience: The candidate should have 10 years post qualification relevant experience preferably in Shipyards/Dockyards/Dry dock/ Ship lift/Floating Dock with knowledge/experience of docking and undocking of vessels

(OR)

Indian Navy Lieutenant Commander/ Indian Coast Guard Deputy Commandant or above with above qualification and more than 10 years of experience preferably in Shipyards/Dockyards/Dry dock/ Ship lift/Floating Dock with knowledge/experience of docking and undocking of vessels can also apply.

Desirable Experience : Candidate should have Knowledge in the areas of Launching, Docking, Undocking, Berthing of vessel and Un-berthing of vessel and should have knowledge in Docking of ship in Dry-dock/Floating dock/Ship lift/Slipway and Should be able to prepare keel blocks and shaped block in dock as per docking plan. The incumbent should be capable of handling ships in limited water front and also berthing/unberthing activities. He should be well conversant with dock safety rules and

will be required to operate and maintain all lifting and hauling appliances accordingly. Persons having experience in WOT /CGRPT/ Dock Yards with Dry dock/ floating dock/Ship lift/Slip way will have an added advantage.

5. SENIOR MANAGER (ADMINISTRATION) - 01 VACANCY

Essential Educational Qualification: Graduate in any discipline with 2 years full time Regular MBA/ PG Degree / Diploma from a recognized University / AICTE approved institution with specialization in HRM / IR / Personnel Management OR 03 years in part time MBA/ PG Degree / Diploma from a recognized University / AICTE approved institution with specialization in HRM/IR/Personnel Management.

Desirable Qualification: Certificate course in fire fighting/Safety & Security/ disaster /crisis management/ event management / contract management /logistics management/ Diploma in Fire Fighting from Fire Institute of Engineering

Essential Work Experience: Candidate should have 10 year Post qualification relevant experience.

Desirable Experience: Experience in Security, Housekeeping, Administration, Fire, implementation of Rajbhasha, Transport administration, event management /logistics / contract management.

6. DEPUTY MANAGER (FINANCE) - 01 VACANCY

Essential Educational Qualification: Graduate AND qualified Chartered Accountants from Institute of Chartered Accountants of India / Qualified Cost Accountant from Institute of Cost Accountants of India.

Desirable Qualification: M.B.A in finance from universities/ AICTE approved institution.

Essential Work Experience: Candidate should have 04 years post qualification relevant experience in Finance/Accounts in one or more of the following areas in ERP environment

1. Vendor /Sub contractor's/Miscellaneous payments &,TDS Compliances
2. Corporate Insurance
3. Imports /Exports
4. Payroll &TDS Compliances

5. Billing & TCS Compliances
6. GST / Tax Compliances
7. Direct and Indirect Taxation

Desirable Experience: Familiar/Knowledge of Government rules and regulations as applicable to CPSEs. Experience in shipbuilding, heavy engineering industry of a large PSU / DPSU/Private sector.

7. SENIOR MANAGER (WEAPON & SENSORS) - (ON FIXED TERM BASIS) - 01 VACANCY

Essential Educational Qualification: Full time regular Bachelor of Engineering (B.E) / Bachelor of Technology (B. Tech) in Electrical/ Electronics/ Electrical & Electronics/ Electronics & Communication/ IT/ Computer System Engineering from a recognised University / AICTE approved Institution

Desirable Qualification: Post graduate Degree / Diploma / Certificate Course from a recognized University / AICTE approved institution in relevant field

Essential Work Experience: The candidate should have minimum 10 years Post Qualification relevant experience in interfacing & integration of weapon equipment (navigational sensors, radars, sonars, weapons, communication, CMS etc) on Indian Navy/ Coast Guard platforms. The candidate should have detailed understanding of Interface/ System Requirement Specifications and formulation of Interface Protocols/ Interface Control Documents.

Desirable Experience: Liaison with OEMs, Naval Agencies, vendors and subcontractors for execution of project plans/ activities and equipment trials as per required milestones. Overseeing of construction, equipment installation, compartment readiness and integration of all weapon equipment. Reporting and logging of all project activities/ milestones with proper documentation. Work Experience at Indian Navy/ Coast Guard in Design Directorates / Professional Directorate, Naval Dockyards, WOT and MoD shipyards will be an added advantage.

8. SENIOR MANAGER (PROJECTS) - (ON FIXED TERM BASIS) - 01 VACANCY

Essential Educational Qualification: Full time regular Bachelor of Engineering (B.E) / Bachelor of Technology (B.Tech) in Mechanical/ Production / Electronics/Electrical/Naval Architecture/ Ship Building/Instrumentation from a recognised University / AICTE approved Institution

Desirable Qualification: Post graduate Degree / Diploma / Certificate Course from a recognized University / AICTE approved institution in relevant field or MBA.

Essential Work Experience: The candidate should have minimum 10 years Post Qualification relevant experience in Ship building/Ship repair industry or shipbuilding related large organizations with regard to Project Management, Project coordination, Technical specification, Commercial Evaluation and associated peripherals / systems and Contract Negotiations.

Desirable Experience: Candidates having experience of working at Professional Directorates/Design Directorate at IHQ MoD(N), Indian Coast Guard Headquarters and Ministry of Defence, Trial Agencies/ Naval Dockyards/ MoD Shipyards will be preferred.

9. MANAGER (RUSSIAN INTERPRETER)- (ON FIXED TERM BASIS) - 01 VACANCY

Essential Educational Qualification: Any Graduate with advanced diploma/interpreter diploma in Russian language or bachelor degree with Russian language as a subject or Russian Language as Medium of instructions.

Desirable Qualification: Post graduation in Russian Language.

Essential Work Experience: The candidate should have 07 years relevant post qualification work experience in translation of Russian Technical Drawings/Documents & interpretation.

Desirable Experience: Above experience in shipbuilding or large manufacturing industry may be an added advantage. The candidate should have grip on technical terminology to interact with Russian Specialists on highly technical matters

10. MANAGER (CIVIL) - (ON FIXED TERM BASIS) - 01 VACANCY

Essential Educational Qualification: Full time regular Bachelor of Engineering (B.E) /Bachelor of Technology (B. Tech) in Civil/Civil & Structural /Structural Engineering from a recognized University /AICTE approved institution

Desirable Qualification: Post Graduation degree/diploma with specialization in Civil / structural engineering from any Government recognized university / AICTE approved institution

Essential Work Experience: The candidate should have 7 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 (Engineering, Procurement and Construction) 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.

11. DEPUTY MANAGER (MECHANICAL) – (ON FIXED TERM BASIS) - 01 VACANCY

Essential Educational Qualification: Full time regular Bachelor of Engineering (B.E.) / Bachelor of Technology (B. Tech.) in Mechanical Engineering from a recognized University /AICTE approved institution.

Desirable Qualification: Post Graduate degree/Diploma/ Certificate Course in relevant field/Project Management from any Government recognized university / AICTE approved institution. Working knowledge of computers preferably in SAP / ERP modules, MS- office & Internet

Essential Work Experience: Candidate should have 4 years relevant post qualification work experience in ship building/ Ship repairs/ manufacturing Industry.

Desirable Experience:. He / She may possess the work experience preferably from ship building / ship repairs or shipbuilding related large organizations. Knowledge of designing and analyzing the drawings, Technical specifications in CAD / CAM systems /TRIBON and awareness about the latest developments in Engineering drawings, machinery, equipments, gadgets etc. in Ship Building technology, designs and product innovations. Knowledge about IPR, copyright, patents, trademarks, etc.

12. ASSISTANT MANAGER (MECHANICAL) – (ON FIXED TERM BASIS) - 06 VACANCIES

Essential Educational Qualification: Full time regular Bachelor of Engineering (B.E.) / Bachelor of Technology (B. Tech.) in Mechanical Engineering from a recognized University /AICTE approved institution.

Desirable Qualification: Post Graduate degree/Diploma/ Certificate Course in relevant field/ Project Management from any Government recognized university /

AICTE approved institution. Working knowledge of computers preferably in SAP / ERP modules, MS- office & Internet

Essential Work Experience: Candidate should have 1 year relevant post qualification work experience in Ship building/ Ship repairs/ Manufacturing Industry.

Desirable Experience: Relevant work experience preferably from ship building / ship repairs or shipbuilding related large organizations.. Knowledge of areas like fabrication/CNC machines/welding/technical ship design/ Technical specifications and awareness about the latest developments in Engineering drawings, machinery, equipments, gadgets etc. in Ship Building technology, designs and product innovations.

13. ASSISTANT MANAGER (HINDI) - (ON FIXED TERM BASIS) - 01 VACANCY

Essential Educational Qualification: Master's degree of a recognized university in English/Hindi with vice versa i.e. Hindi/English as compulsory/elective subject at the degree level **OR** Master's degree of a recognized University in any subject with Hindi as the medium of instruction and examination with English as a compulsory subject at degree level

OR

Bachelor's degree with Hindi and English as main subjects or either of the two as medium of examination and other as a main subject plus Diploma or Certificate Course in translation from Hindi to English and vice versa from a recognized institute.

Desirable Qualification: Certificate Course in translation from Hindi and English and vice versa

Essential Work Experience: Candidate should have 01 year relevant post qualification relevant work experience in the line.

Desirable Experience: Candidate having experience of translation work from Hindi to English and Vice Versa in Central or State Government offices, including Government of India Undertakings will be desirable.

14. ASSISTANT MANAGER (MECHANICAL-SAFETY) - (ON FIXED TERM BASIS) - 01 VACANCY

Essential Educational Qualification: Full time regular Bachelor of Engineering (B.E.) / Bachelor of Technology (B. Tech.) in Mechanical Engineering from a recognized

University /AICTE approved institution and 01 year Diploma in Industrial Safety from Central Labour Institute (CLI) OR Regional Labour Institute (RLI) OR any other institute recognized by the State

OR

Full time regular Bachelor of Engineering (B.E.) / Bachelor of Technology (B. Tech.) in Mechanical Engineering from a recognized University /AICTE approved institution and 02 years Post graduate Degree from a recognized University/ AICTE approved institution in Safety Engineering/ Industrial Safety.

Desirable Qualification: Recognition of Safety Officer Certificate from Inspectorate of Factories Goa as per Goa Factories Rules. Should have adequate knowledge of the language spoken by majority of the workers.

Essential Work Experience: The candidate should have minimum 01 year post qualification relevant work experience.

Desirable Experience: Relevant work experience in the areas of Occupational Health, Safety & Environment, analysis & evaluation etc., and in systems such as ISO-EMS, OHSAS etc. Above work experience preferably from ship building/ ship repairs or shipbuilding related large organizations

15. **ASSISTANT MANAGER (ELECTRICAL) - (ON FIXED TERM BASIS) – 04 VACANCIES**

Essential Educational Qualification: Full time regular Bachelor of Engineering (B.E.) / Bachelor of Technology (B. Tech.) in Electrical Engineering from a recognized University /AICTE approved institution.

Desirable Qualification: Certified Energy Manger from Bureau of Energy Efficiency, Certificate issued by competent board/ institution to work in LT and HT system. Any advanced/additional Diploma/ Certificate course from recognized university/ AICTE approved institution in Power systems/ Manufacturing Technology / Production Engineering. Post Graduate degree/Diploma/ Certificate Course in relevant field/Project Management from any Government recognized university / AICTE approved institution. Working knowledge of computers preferably in SAP / ERP modules, MS- office & Internet

Essential Work Experience: Candidate should have minimum 01 year post qualification relevant work experience in ship building/ Ship repairs/ manufacturing Industry.

Desirable Experience: Relevant work experience preferably from ship building / ship repairs or shipbuilding related large organizations in Power House functions like O&M sub station, DG sets, electrical maintenance of machinery etc. Knowledge of the latest developments in Electrical drawings, machinery, equipments, gadgets etc. in Ship Building technology, designs and product innovations.

16. ASSISTANT MANAGER (NAVAL ARCHITECTURE) - (ON FIXED TERM BASIS) - 05 VACANCIES

Essential Educational Qualification: Full time regular Bachelor of Engineering (B.E.) / Bachelor of Technology (B. Tech.) in Naval Architecture from a recognized university / AICTE approved institution

Desirable Qualification: Post Graduate degree/Diploma/ Certificate Course in relevant field/Project Management from any Government recognized university / AICTE approved institution. Working knowledge of computers preferably in SAP / ERP modules, MS- office & Internet

Essential Work Experience: Candidate should have minimum 01 year relevant post qualification work experience in ship building/ Ship repairs/ manufacturing Industry.

Desirable Experience: Relevant work experience preferably from ship building / ship repairs or shipbuilding related large organizations. Knowledge of designing and analyzing the drawings, Technical specifications in CAD / CAM systems /TRIBON and awareness about the latest developments in Engineering drawings, machinery, equipments, gadgets etc. in Ship Building technology, designs and product innovations. Knowledge about IPR, copyright, patents, trademarks, etc.

17. ASSISTANT MANAGER (FINANCE) - (ON FIXED TERM BASIS) - 02 VACANCIES

Essential Educational Qualification: Graduate AND qualified Chartered Accountant from Institute of Chartered Accountants of India / Qualified Cost Accountant from Institute of Cost Accountants of India.

Desirable Qualification: M.B.A in finance from universities/ AICTE approved institution.

Essential Work Experience: Candidate should have minimum 01 year post qualification relevant work experience in Finance/Accounts/Costing/Taxations (Direct & Indirect)/Payroll/Vendors payment/Treasury Management

Desirable Experience: Experience in shipbuilding, heavy engineering industry of a large PSU / DPSU/Private sector.

18. ASSISTANT MANAGER (COMMERCIAL) - (ON FIXED TERM BASIS) - 01 VACANCY

Essential Educational Qualification: Full time regular BE/B.TECH in Mechanical/ Production/ Electronics/Electrical/Naval Architecture/ Ship Building from a recognized university / AICTE approved institution

Desirable Qualification: PG degree/ Diploma / Certificate course from a recognized University /AICTE approved institution with specialization in materials management/ supply chain management/ logistics management / Vendor Management

Essential Work Experience: Candidate should have minimum 01 year post qualification relevant work experience in purchase / commercial function

Desirable Experience: Relevant work experience preferably in ERP (Baan) based procurement tools, GeM procurement, Statutory compliances.

19. ASSISTANT MANAGER (IT) - (ON FIXED TERM BASIS) - 01 VACANCY

Essential Educational Qualification: Full time regular MCA OR Degree in Engineering with specialization in CS/IT/CSIT from a recognized University /AICTE approved institution

Desirable Qualification: Any additional/advanced P.G. Degree/Diploma/Certificate Course in relevant field from a recognized University / AICTE approved

Essential Work Experience: Candidate should have minimum 01 year post qualification relevant work experience

Desirable Experience: Relevant work experience preferably in the following areas ERP// troubleshooting and maintaining network / management of antivirus system / Firewall / Servers /Web technologies

20. ASSISTANT MANAGER (CSR) - (ON FIXED TERM BASIS) - 01 VACANCY

Essential Educational Qualification: Graduate in any discipline with minimum 2 years full time Regular MBA / MSW / PG Degree / Diploma from a recognized University / AICTE approved institution with specialization in Labour and Social Welfare / Social Work / Rural Development / Rural Management

Desirable Qualification: Any additional/advanced Diploma/Certificate Course in CSR/Social Work

Essential Work Experience: Candidate should have minimum 01 year post qualification relevant work experience.

Desirable Experience: Relevant work experience preferably in conducting Base Line surveys, Project monitoring, imparting Training in CSR, Organizing Social Impact survey, Documentation, Reporting for the purpose of board and MOU targets. Experience of working in a responsible position with reputed NGOs / associated with SHGs etc. would be an added advantage.

21. ASSISTANT MANAGER (HR)- (ON FIXED TERM BASIS) - 01 VACANCY

Essential Educational Qualification: Graduate in any discipline with 2 years full time Regular 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

Desirable Qualification: Diploma/Degree course in Labour Laws or LL.B/B.L and Graduate in Engineering.

Essential Work Experience: Candidate should have minimum 01 year post qualification relevant work experience.

Desirable Experience: Relevant work experience preferably in service matters, Manpower Planning, Human Resource Development, Establishment matters, disciplinary matters, etc

Note:

- I. **Educational Qualification for Engineering Discipline:** Lateral Entry to 3rd Semester of 8 Semester course/ 2nd year of 4 years course will also be considered as equivalent qualification
- II. **Grouping of Disciplines in Engineering Degree – Technical Disciplines**
 1. **Mechanical** – Mechanical/Mechanical & Industrial Engg./Mechanical & Production Engg
 2. **Naval Architecture** - Naval Architecture/ Naval Architecture & Shipbuilding/ Naval Architecture & Ocean Engg/ Naval Architecture & Marine Engg/ Naval Architecture & Offshore Engg./ Ocean Engg & Naval Architecture
 3. **Electrical** – Electrical/Electrical & Electronics/Electrical & Instrumentation.
 4. **Electronics** – Electronics/Electronics & Communication/Applied Electronics & Instrumentation/Electronics & Telecommunication/Electronics & Instrumentation / Instrumentation & Control.
 5. **Civil** - Civil/Civil & Structural/Structural
 6. **Computer/IT** – Computer Science/Information Technology/Computer Technology
 7. **Production** - Production Engineering/Production Engineering & Management /Production & Industrial Engineering/Manufacturing Technology/Engineering.
- III. Post graduate integrated Degree Courses will also be allowed for Engineering Disciplines in Technical posts. The integrated Professional Technical qualification should be of 5 years duration after 10+2 qualification.
- IV. The date of declaration of result / issuance of passing certificate shall be deemed to be the date of acquiring the qualification and there shall be no relaxation on this account.

GENERAL CONDITIONS:

- 1) The candidates may note that the applications are to be made 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) An application fee of ₹ 500/- (Non-Refundable) is to be paid online through SBI e-pay (by Debit card/ Credit card/ Net Banking, etc.). Application without prescribed fees shall be liable for rejection. SC/ST/PwBD/Ex-Servicemen candidates are exempted from payment of application fee, as per Government of India rules. No fee is required to be paid by internal candidates who apply for the said posts.
- 3) Application fee is non-refundable; therefore candidates are requested to verify their eligibility thoroughly before making any payment. The candidature of applicants

submitting fee of lesser amount or depositing fee through any other mode other than the prescribed method, will be rejected. The application fee paid by the ineligible candidates shall be forfeited and no correspondence shall be entertained in this regard.

- 4) (i) Non-receipt of hardcopy of the online application, relevant supporting documents and application fees or (ii) receipt of the hardcopy of online applications and supporting documents after the last date shall not be considered and shall be treated as “**REJECTED**” and no communication will be made in this regard. GSL will not be responsible for any delay / loss in postal transit.
- 5) Management reserves the right to fill or not to fill the post/s and also to fill up future vacancies, if any, from the valid panel of selected candidates as per the rules of the company. GSL Management in its sole discretion reserves the right to increase / reduce the number of vacancies notified.
- 6) Mere fulfilment of qualifications and other requirements as applicable for the respective post does not entitle a candidate to be called for selection process.
- 7) Reservation for SC/ ST/OBC/PwBD/EWS as applicable has been indicated against each post. However, candidates from reserved category fulfilling eligibility criteria may also apply for the posts earmarked for UR as per Govt. Rules. Such candidates applying for a post where there are no vacancies in their respective reserved categories will be treated as General candidates and no relaxation in any criteria will be applicable to these candidates. Candidates from reserved category will have to submit caste certificate, in the Prescribed Proforma meant for “**Appointment to posts under the Government of India**” from the designated authority 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. Similarly, the candidates under Economically Weaker Section (EWS) category will have to submit the EWS certificate and other relevant documents issued by the competent authority. The candidates under PwBD category will have to submit the disability certificate from the designated authority as stipulated in Rights of Persons with Disabilities Act, 2016 indicating clearly the percentage of disability.
- 8) If the SC/ST/OBC/EWS/PwBD 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. GSL reserves the right to verify the genuineness of the certificate and in case it is found to be false penal action will be taken against such candidates as per rules of GSL and Government guidelines as applicable.
- 9) Ex-Servicemen / Ex-Agniveer can also apply against the advertised posts subject to fulfilling the eligibility criteria. Their candidature will be considered as per Government guidelines in vogue. Reservation for Ex-Agniveers will be considered as per Govt. Directive.

- 10) Relaxation in age limit for SC/ST/OBC/PwBD/Ex-Servicemen/Ex-Agniveer will be as per Government of India guidelines in force. However the upper age limit of the applicant, considering all the age relaxations should not exceed 56 years as on cut off date.
- 11) Age relaxation will be as per GSL Rules to candidates working or previously worked in GSL.
- 12) For the posts mentioned above, in addition to the basic pay, benefits such as DA, HRA, allowances, other benefits like Medical, Welfare, etc. will be applicable as per Company Rules. Further pay fixation/Pay protection will be considered as per Govt Guidelines.
- 13) 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 selection process without which the candidates will not be allowed for the selection process and also a document indicating the current pay scale and the date since working in the said pay scale is to be produced.
- 14) **Out of the total overall experience mentioned for the posts, the candidates in Government / PSU must possess experience in the immediate lower payscale as below:-**

Sl. No.	Designation of Posts (Regular and FTE)	Immediate Lower payscale (IDA)	Years of service in Immediate Lower payscale
1	Additional General Manager	Rs. 80000-3%-220000 (E-5)	2
2	Deputy General Manager	Rs. 70000-3%-200000 (E-4)	2
3	Senior Manager	Rs. 60000-3%-180000 (E-3)	2
4	Manager	Rs. 50000-3%-160000 (E-2)	2
5	Deputy Manager	Rs. 40000-3%-140000 (E-1)	2
6	Assistant Manager	Rs. 30000-3%-120000 (E-0)	1

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

In case of candidates in Private Sector organizations, last two years experience and 1 year (in case of Assistant Manager) should be in a company having atleast

Rs 100 crores annual turnover and the incumbent should have discharged duties in a similar role.

- 15) Management reserves the right to deploy the selected candidates in any location/department as per requirements of the Company, irrespective of the post he/she has been originally selected for.
- 16) All Outstation candidates qualified for interview for the posts will be paid to and from A/C II tier 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.
- 17) Payment of TA shall be made through ECS mode only and candidates are expected to bring necessary details for processing the payment through ECS mode. Normally TA claims will be paid within one month from the date of selection process. Application format along with ECS form is available on our website under the heading "Notice Board - Careers - Advertisement".
- 18) The candidates applying for more than one post have to submit separate applications along with the prescribed application fee for each post.
- 19) Interim enquiries will not be entertained.
- 20) Canvassing in any form will be a disqualification of their candidature.
- 21) Management reserves the right to raise the eligibility criteria for short listing the applications. Management further reserves the right to decide the criteria for screening of applications and internal rules & regulations and / or the procedures as per the past practice will be followed.
- 22) Management reserves the right to call for any additional documentary evidence in support of education, experience, CTC/Pay-scale etc. of the applicants.
- 23) In case, at any time, it is found that the candidate is not meeting the eligibility criteria, the candidature will summarily be rejected forthwith. In that event, no reimbursement of travelling expenses incurred for attending the interview will be made. Hence, candidate must ensure that he/she is absolutely meeting the eligibility criteria and other conditions advertised without any deviation.
- 24) Management reserves the right to reject the candidature if it is found that false or fabricated information is furnished in the application. The selection of any candidate is liable to be cancelled even after his/her selection on confirming that any information submitted by the candidate is false / fabricated.

- 25) Management reserves the right to cancel the advertisement and/or the selection process thereto without assigning any reason.
- 26) Only ONLINE applications received through GSL recruitment portal will be considered. Applications received without following the online process or through any other mode 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 "Notice Board - Careers - Advertisement".
- 28) Call letters for selection process will be sent only through E-mail to shortlisted candidates' registered Email ID which should be valid and operative. The candidates are requested to login to their E-mail Id and check regularly.
- 29) Information regarding names of eligible candidates, date of selection, names of selected candidates etc. will be hosted on the website under the heading "Notice Board - Careers - 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) **Upper age limit and experience will be considered as on 31.03.2023**
- 32) In the event of finding difficulty to apply online the candidates may contact us through Email: **recruitment@goashipyard.com**
- 33) Applications filled online contrary to instructions given shall be rejected.
- 34) For any dispute, the Jurisdiction shall be Goa only.

INSTRUCTIONS FOR APPLYING ONLINE

Visit our website www.goashipyard.in and under the link **Notice Board- 'careers'** click the link **'GSL Careers'**. Click on **'Apply Now'** button and select the post you wish to apply for. You are advised to go through the eligibility criteria and the Terms and Conditions of the advertisement before applying online.

Please keep scanned copy (preferably JPG/PDF format) of the following documents 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.
- Scanned copy of SSC certificate as proof of date of Birth not more than 500 kb in size.
- Scanned copy of Educational qualification mark sheet & degree not more than 1 MB.
- Scanned copy of Caste / Disability / Ex-Serviceman certificate not more than 500 kb.
- Scanned copy of experience certificates not more than 1 MB.
- Scanned copy of Online Transaction receipt not more than 500 kb.
- Scanned copy of Aadhar Card not more than 500 kb.

INSTRUCTIONS FOR ONLINE PAYMENT

- After completion of Personal information in online application form the candidates have to fill the Payment details and make the online payment of application fees.
- An application fee of ₹ **500/-** (Non-Refundable) is to be paid online through SBI e-pay (by Debit card/ Credit card/ Net Banking, etc.). Application without prescribed fees shall be liable for rejection. SC/ST/PwBD/Ex-Servicemen candidates are exempted from payment of application fee, as per Government of India rules. No fee is required to be paid by internal candidates who apply for the said posts.
- After submitting your payment information in the online application form, please wait for the intimation from the server. Do not press back or refresh button in order to avoid double charges
- On successful completion of the transaction, "Fee receipt" would be generated. Candidates have to download and take print of fee receipt.
- Non-generation of 'Fee Receipt' indicates PAYMENT FAILURE. In case of failure of payment, candidates are advised to login again and repeat the process payment.

Other Information for candidates with regard to online application:

1. After filling up the data in the Online Application System and checking the Terms & Conditions check box , on clicking the submit button, the candidate will not be allowed to edit his application details.
2. After completion of online application form, the candidates are required to take two print out of auto generated filled in Application Form, put their signature at designated places and send one copy along with Fee receipt (as applicable), self-attested copies of testimonials/certificates in support of Date of Birth, Caste, Educational & Professional qualification, Experience, CTC/Pay-scale, Ex-Serviceman, EWS, PwBD etc to Goa Shipyard Limited. Kindly preserve the second copy for future references.

3. Address for forwarding the hard copy of online application along with relevant documents is as follows: **HOD (HR&A), HR&A Department, Goa Shipyard Limited, Vasco-Da-Gama, Goa – 403802**

Online Application opens from 00.00 hrs on 25.04.2023 and closes at 17.00 hrs on 24.05.2023.

LAST DATE FOR RECEIPT OF THE PRINTOUT OF THE ONLINE APPLICATION FORM ALONG WITH HARD COPIES OF RELEVANT DOCUMENTS AT GOA SHIPYARD LIMITED IS ON OR BEFORE 03.06.2023.
