

# FOR WEBSITE Non-Executive Cadre

#### **GOA SHIPYARD LIMITED**

SHIPBUILDERS, SHIPREPAIRERS & ENGINEERS
(A Govt. of India Undertaking-Ministry of Defence)
(ISO 9001-2008 CertifiedCompany)
VADDEM, VASCO-DA-GAMA, GOA – 403 802

# DETAILED ADVERTISEMENT FOR THE WEBSITE

Goa Shipyard Limited is a Schedule 'B' Mini Ratna Category I Company under Ministry of Defence. The Company is ISO 9001-2008 certified, engaged in designing and building special purpose Modern and Technically advanced Ships, for the Indian Navy and Indian Coast Guard etc. Applications through online system are invited for the following regular/Fixed term posts.

Sr. No.	Post (s)	No. of Posts	Scale & Grade of pay (`)	Upper age limit as on 31.08.2014 (including age relaxation for reserved category)
1.	Junior Supervisor (Safety) (On fixed term basis for 03 years)	UR-02	`9000-3%-23300 (S-1)	UR- 28 yrs
2.	Office Assistant (Finance)	02 (OBC-01; PWD(OH)-01)	`6200-3%-20270 (M-3)	OBC-31yrs; PWD(OH)- 38yrs;
3.	Office Assistant	04 (ST-01; OBC-01; UR-02)	` 6200- 3%-20270 (M-3)	ST-33yrs; OBC-31yrs; UR - 28yrs;
4.	Office Assistant (On fixed term basis for 03 years)	02 (ST-01; UR-01)	` 6200- 3%-20270 (M-3)	ST-33yrs; UR -28yrs;
5.	Trainee Marine Fitter	20- (ST-02; OBC-03; UR-15)	Stipend of `7000/- per month during the 1st year and `7500/- per month during the 2nd year	ST-33yrs; OBC-31yrs; UR-28yrs;
6.	Diploma Trainee (Electrical Engg.)	02(ST-01; UR-01)	Stipend of `8000/- per month during the 1st year and `8500/- per month during the 2nd year	ST-33yrs; UR -28yrs;
7.	Diploma Trainee (Mechanical Engg.)	04 (OBC-01; UR-03 )	Stipend of `8000/- per month during the 1st year and `8500/- per month during the 2nd year	OBC-31; UR- 28 yrs
8.	Diploma Trainee (Civil Engg.)	03- (SC-01; UR- 02)	Stipend of `8000/- per month during the 1st year and `8500/- per month during the 2nd year	SC-33 yrs; UR-28 yrs
9.	Diploma Trainee (Shipbuilding Engg.)	ST- 01	Stipend of '8000/- per month during the 1st year and '8500/- per month during the 2nd year	ST- 33 yrs
10.	Trainee Machinist	UR-01	Stipend of `7000/- per month during the 1st year and `7500/- per month during the 2nd year	UR- 28 yrs
11.	Trainee Structural Fitter	08 (ST-01; OBC-01; UR-06)	Stipend of `7000/- per month during the 1st year and `7500/- per month	ST-33yrs; OBC-31yrs; UR-28yrs;

			during the 2 <sup>nd</sup> year	
12.	Trainee Welder	09 (ST-02; OBC-01; UR- 06)	Stipend of `7000/- per month during the 1 <sup>st</sup> year and `7500/- per month during the 2 <sup>nd</sup> year	ST-33yrs; OBC-31yrs; UR-28yrs;
13.	Wireman	UR-03	`5800-3%-15360 (W-2)	UR- 28 yrs
14.	Mobile crane Operator	03(OBC-01; UR-02)	`5800-3%-15360 (W-2)	OBC-31yrs; UR -28yrs;
15.	Vehicle Driver (On fixed term basis for 03 years)	03(ST-01; UR-02)	`5800-3%-15360 (W-2)	ST-33yrs; UR -28yrs;
16	Unskilled Grade	09(ST-01; OBC-01; UR-06; PWD(HH)-01)	`4030-3%- 8430 (RW-1)	ST-33yrs; OBC-31yrs; UR -28yrs; PWD(HH)- 38yrs;
17.	Painter	UR-01	`5800-3%-15360 (W-2)	UR- 28 yrs
18.	Trainee Pipe Fitter	UR-01	Stipend of `7000/- per month during the 1st year and `7500/- per month during the 2nd year	UR- 28 yrs
19.	Senior Painter (Blasting and Spray Painting) (On Fixed term basis for 03 years)	UR-01	`7800- 3%-27000 (W-9)	UR- 35 yrs
20	Tug Master	UR-01	`7800- 3%-27000 (W-9)	UR- 35 yrs
21	Pipe Fitter (On Fixed term basis for 03 years)	UR-04	`6000-3%-16950 (W-3)	UR- 28 yrs
22	Khalasi	UR-01	`6000-3%-16950 (W-3)	UR- 28 yrs
23	Cook (On Fixed term basis for 03 years)	06(ST-01; OBC-02; UR-03)	`6000-3%-16950 (W-3)	ST- 39 yrs; OBC- 37 yrs; UR -34 yrs;
24	Store Assistant	ST-01	`6000-3%-16950 (W-3)	ST-33yrs
25	Store Assistant (On Fixed term basis for 03 years)	UR-01	`6000-3%-16950 (W-3)	UR- 28 yrs;

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

## **DETAILED ADVERTISEMENT**

# Last date for receiving Online Applications 06.10.2014

- 1. Upper age limit and Experience as on 31.08.2014
- 2. Last date of receiving Online Application- 06.10.2014

Age relaxation for reserved category, Physically Handicapped Candidates and Ex-servicemen will be as per Government rules.

1. POST : Junior Supervisor (Safety) – 02.

(On Fixed term basis for 03 years)

RESERVATION : UR-02 UPPER AGE LIMIT AS ON 31.08.2014 : UR- 28 yrs

PAY SCALE : 1st Year Basic Pay Rs. 9000/- P.M., 2nd Year Basic Pay Rs. 9270/-

P.M. and 3rd Year Basic Pay Rs. 9550/- P.M. in the pay scale of

Rs. 9000-3%-23300 (S-1)

#### **Essential Qualification:**

The applicant should possess recognised Diploma in Mechanical / Electrical Engineering / Technology with minimum 2 Years work experience in the supervisory capacity in a factory. Full time Advance Diploma in Industrial Safety Awarded by Board of Technical Education of any state govt. /Union territory OR CLI, RLI (Ministry of Labour).

Preference will be given to adequate knowledge of the language having in KONKANI, MARATHI.

2. POST : Office Assistant (Finance) – 02

RESERVATION : OBC- 01; PWD (OH) - 01;

**UPPER AGE LIMIT AS ON 31.08.2014** : OBC-31 yrs; PWD (OH) – 38 yrs;

PAY SCALE : Rs. 6200-3%-20270 (M-3)

<u>Essential Qualification & Experience:</u> The applicant should possess Degree in Commerce 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.

3. POST : Office Assistant – 04

RESERVATION : ST-01; OBC- 01; UR- 02;

UPPER AGE LIMIT AS ON 31.08.2014 : ST-33yrs; OBC-31 yrs; UR-28 yrs;

(Including age relaxation for reserved category)

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 : Office Assistant – 02

(On fixed term basis for 03 years)

RESERVATION : ST-01; UR-01;

UPPER AGE LIMIT AS ON 31.08.2014 : ST-33 yrs; UR-28 yrs;

PAY SCALE : 1st Year Basic Pay Rs. 6200/- P.M., 2nd Year Basic Pay Rs.

6390/- P.M. and 3rd Year Basic Pay Rs. 6580/- P.M. in the

pay scale of 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.

5. POST : Trainee Marine Fitter – 20

RESERVATION : ST-02; OBC-03; UR-15;

UPPER AGE LIMIT AS ON 31.08.2014 : ST-33 yrs; OBC-31 yrs; UR-28 yrs;

(Including age relaxation for reserved category)

PAY SCALE : All Inclusive Stipends of Rs. 7000/- per month during the

1st year and Rs.7500/- per month during the 2nd year

<u>Essential Qualification</u>: The applicant should possess ITI and NCTVT or ITI in Fitter/ General Fitter/Marine Fitter.

<u>Desirable:</u> 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.

6. POST : Diploma Trainee (Electrical Engg.) - 02

RESERVATION : ST- 01; UR - 01;

**UPPER AGE LIMIT AS ON 31.08.2014** : ST - 33 yrs; UR - 28 yrs;

(Including age relaxation for reserved category)

PAY SCALE : All Inclusive Stipend of Rs. 8000/- per month during the

1st year and Rs.8500/- per month during the 2nd year

**Essential Qualification:** The applicant should possess 03 years full time Diploma in Electrical Engineering from a reputed and recognized Institute.

The Selected candidate will be inducted as Trainee for a period of one year extendable by another one year. During the training period, he/she will be paid a stipend of Rs.8000/- per month during the first year and Rs.8500/- 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 - 6 Grade i.e. Rs.6600-3%-22200 as Technical Assistant Gr. II (Electrical) on regular basis subject to availability of the vacancies.

**Desirable:** Ability to work on Auto CAD and 02 years experience in the line.

7. POST : Diploma Trainee (Mechanical Engg.) – 04

RESERVATION : OBC- 01; UR - 03;

**UPPER AGE LIMIT AS ON 31.08.2014** : **OBC-31yrs; UR – 28 yrs;** 

(Including age relaxation for reserved category)

PAY SCALE : All Inclusive Stipend of Rs. 8000/- per month during the

1st year and Rs.8500/- per month during the 2nd year

**Essential Qualification:** The applicant should possess 03 years full time Diploma in Mechanical Engineering from a reputed and recognized Institute.

The selected candidate will be inducted as Trainee for a period of one year extendable by another one year. During the training period, he/she will be paid a stipend of Rs.8000/- per month during the first year and Rs.8500/- 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 - 6 Grade i.e. Rs.6600-3%-22200 as Technical Assistant Gr. II (Mechanical) on regular basis subject to availability of the vacancies.

**Desirable:** Ability to work on Auto CAD and 02 years experience in the line.

8. POST : Diploma Trainee (Civil Engg.) – 03

RESERVATION : SC-01; UR- 02;

UPPER AGE LIMIT AS ON 31.08.2014 : SC-33 yrs; UR-28 yrs;

PAY SCALE : All Inclusive Stipend of Rs. 8000/- per month during the

1st year and Rs.8500/- per month during the 2nd year.

<u>Essential Qualification:</u> The applicant should possess 03 years full time Diploma in Civil Engineering from a reputed and recognized Institute.

The Selected candidate will be inducted as Trainee for a period of one year extendable by another one year. During the training period, he/she will be paid a stipend of Rs.8000/- per month during the first year and Rs.8500/- 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-6 Grade i.e. Rs.6600-3%-22200 as Civil Assistant Gr. II on regular basis subject to availability of the vacancies.

**Desirable:** Ability to work on Auto CAD and 02 years experience in the line.

9. POST : Diploma Trainee (Shipbuilding Engg) - 01

RESERVATION : 01-ST,

UPPER AGE LIMIT AS ON 30.09.2013 : ST-33 yrs,

(Including age relaxation for reserved category)

PAY SCALE : All Inclusive Stipend of Rs. 8000/- per month during the

1st year and Rs.8500/- per month during the 2nd year.

<u>Essential Qualification:</u> The applicant should possess 04 years full time Diploma in Shipbuilding Engineering from a reputed and recognized Institute.

The Selected candidate will be inducted as Trainee for a period of one year extendable by another one year. During the training period, he/she will be paid a stipend of Rs.8000/- per month during the first year and Rs.8500/- 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-6 Grade i.e. Rs.6600-3%-22200 as Technical Assistant Gr. II (Shipbuilding) on regular basis subject to availability of the vacancies.

**<u>Desirable</u>**: Ability to work on Auto CAD and 02 years experience in the line.

10. POST : Trainee Machinist – 01

RESERVATION : UR - 01;

**UPPER AGE LIMIT AS ON 31.08.2014** : **UR – 28 yrs**;

(Including age relaxation for reserved category)

PAY SCALE : All Inclusive Stipends 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 Machinist trade.

<u>Desirable:</u> 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 Machinist on regular basis subject to availability of the vacancies and passing the trade test.

11. POST : Trainee Structural Fitter – 08

RESERVATION : ST-01; OBC-01; UR-06;

UPPER AGE LIMIT AS ON 31.08.2014 : ST-33 yrs; OBC-31 yrs; UR-28 yrs;

(Including age relaxation for reserved category)

PAY SCALE : All Inclusive Stipends 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.

<u>Desirable:</u> Preference will be given to those candidates who have undergone NCTVT from Shipyards like Mazagon Dock Limited, Cochin Shipyard Limited and 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.

12. POST : Trainee Welder – 09

RESERVATION : ST-02; OBC- 01; UR- 06;

**UPPER AGE LIMIT AS ON 31.08.2014** : ST-33 yrs; OBC-31 yrs; UR – 28 yrs;

(Including age relaxation for reserved category)

PAY SCALE : All Inclusive Stipends 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 the trade of Welder.

<u>Desirable:</u> Preference will be given to those candidates who have undergone NCTVT from Shipyards like Mazagon Dock Limited, Cochin Shipyard Limited and 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 Welder on regular basis subject to availability of the vacancies and passing the trade test.

13. **POST** : Wireman - 03

RESERVATION : UR - 03;

**UPPER AGE LIMIT AS ON 31.08.2014** : UR - 28 yrs;

(Including age relaxation for reserved category)

PAY SCALE : Rs. 5800-3%-15360 (W-2)

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

<u>Desirable:</u> He should have the knowledge of the following:: (i) Voltage (ii) Current (iii) Power (iv) Energy (v) Difference between A.C. & D.C. supply (vi) Conductors and insulators (vii) Testing the supply off & on, A.C. & D.C. (viii) Connection and diagrams for distribution and fuse board (ix) Wiring of fittings and other industrial appliances.

14. POST : Mobile Crane Operator – 03

RESERVATION : OBC- 01; UR - 02;

**UPPER AGE LIMIT AS ON 31.08.2014** : **OBC-31** yrs; **UR – 28** yrs;

(Including age relaxation for reserved category)

PAY SCALE : Rs. 5800-3%-15360 (W-2)

<u>Essential Qualification & Experience</u>: The candidate should possess SSC and Heavy Vehicle driving license with 02 years training in the respective trade in GSL or 02 years experience in the line.

15. POST : Vehicle Driver – 03 (On fixed term basis for 03 years)

RESERVATION : ST- 01; UR - 02;

**UPPER AGE LIMIT AS ON 31.08.2014** : ST-33 yrs; UR – 28 yrs;

(Including age relaxation for reserved category)

PAY SCALE : 1st Year Basic Pay Rs. 5800/- P.M., 2nd Year Basic Pay Rs.

5970/- P.M. and 3rd Year Basic Pay Rs. 6150/- P.M. in the

pay scale of Rs. 5800-3%-15360 (W-2)

**Essential Qualification & Experience:** The candidate should possess SSC and Light/Heavy Vehicle driving license with 02 years training in the respective trade in GSL or 02 years experience in the line.

16. POST : Unskilled Grade – 09

RESERVATION : ST-01; OBC-01; UR -06; PWD(HH)-01;

UPPER AGE LIMIT AS ON 31.08.2014 : ST-33 yrs; OBC-31 yrs; UR – 28 yrs; PWD(HH)-38 yrs;

(Including age relaxation for reserved category)

PAY SCALE : Rs. 4030-3%- 8430 (RW-1)

Essential Qualification & Experience: The applicant should possess SSC with 01 year experience in

the line.

**<u>Desirable:</u>** ITI candidates will be given preference.

17. POST : Painter - 01

RESERVATION : UR - 01;

**UPPER AGE LIMIT AS ON 31.08.2014** : **UR – 28 yrs**;

(Including age relaxation for reserved category)

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.

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

18. POST : Trainee Pipe Fitter – 01

RESERVATION : UR - 01

**UPPER AGE LIMIT AS ON 31.08.2014** : UR – 28 Yrs;

PAY SCALE : All Inclusive Stipends 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/ Fitter General / Pipe Fitter.

**Desirable:** Preference will be given to those candidates who have undergone NCTVT from Shipyards like Mazagon Dock Limited, Cochin Shipyard Limited and 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 Pipe Fitter on regular basis subject to availability of the vacancies and passing the trade test.

19. POST : Senior Painter (Blasting and Spray Painting) – 01

(On Fixed Term Basis for 03 Years)

RESERVATION : UR-01

PAY SCALE : 1st Year Basic Pay Rs. 7800/- P.M., 2nd Year Basic Pay Rs.

8030/- P.M. and 3<sup>rd</sup> Year Basic Pay Rs. 8270/-P.M. in the

pay scale of Rs. 7800-3%-27000 (W-9)

UPPER AGE LIMIT AS ON 31.08.2014 : UR- 35 yrs

Essential Qualification and Experience: The candidate should be SSC with minimum 05 years

experience in Blasting & Spray Painting.

<u>Desirable:</u> Preference will be given to the candidate who is having ITI in painting and having more

no. of years of supervisory experience in the relevant field.

20. POST : Tug Master – 01

RESERVATION : UR- 01

UPPER AGE LIMIT AS ON 31.08.2014 : UR- 35 yrs

PAY SCALE : Rs. 7800-3%-27000 (W-9)

Essential Qualification & Experience: The applicant should possess the Certificate of Competency as 2<sup>nd</sup> class Master of Inland Vessels, issued by the Captain of Ports or Mercantile Marine Department. Should have a minimum 05 years experience in handling tugs of capacity 800 BHP and above with two screw agua master propulsion system and have experience in side towing for taking out ships

up to 6000 tonnes displacement from the jetty to outside the channel.

21. POST : Pipe Fitter – 04 (On fixed term basis for 03 years)

RESERVATION : UR-04

UPPER AGE LIMIT AS ON 31.08.2014 : UR- 28 yrs

(Including age relaxation for reserved category)

PAY SCALE : 1st Year Basic Pay Rs. 6000/- P.M., 2nd Year Basic Pay Rs.

6180/- P.M. and 3rd Year Basic Pay Rs. 6370/- P.M. in the pay

scale of Rs. 6000-3%-16950 (W-3)

<u>Essential Qualification & Experience</u>: The applicant should possess ITI and NCTVT or ITI in trade of

fitter / Pipe Fitter with 02 years of experience in line.

22. POST : Khalasi – 01

RESERVATION : UR-01

UPPER AGE LIMIT AS ON 31.08.2014 : UR- 28 yrs

PAY SCALE :Rs. 6000-3%-16950 (W-3)

**Essential Qualification & Experience:** The applicant should possess SSC with Certificate from deck/engine department and 2 years experience in the line/trade from a shipbuilding industry.

<u>Desirable:</u> The candidate should be proficient in his trade and should be able to carry out all activities related to his trade.

23. POST : Cook (On fixed term basis for 3 years) – 06

RESERVATION : ST-01, OBC-02, UR-03

UPPER AGE LIMIT AS ON 31.08.2014 : ST- 39 yrs; OBC-37 yrs; UR-34 yrs

(Including age relaxation for reserved category)

PAY SCALE : 1st Year Basic Pay Rs. 6000/- P.M., 2nd Year Basic Pay Rs. 6180/-

P.M. and 3rd Year Basic Pay Rs. 6370/- P.M. in the pay scale of

Rs. 6000-3%-16950 (W-3)

Essential Qualification & Experience: SSC with minimum 08 years cooking experience in any

industry / Public sector Undertaking/ small or medium industry / Hotel etc.

<u>Desirable</u>: 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.

24. Post : Store Assistant – 01

RESERVATION : ST - 01;

UPPER AGE LIMIT AS ON 31.08.2014 : ST- 33 yrs;

(Including age relaxation for reserved category)

PAY SCALE : Rs. 6000-3%-16950 (W-3)

**Essential Qualification & Experience:** The applicant should have 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.

25. Post : Store Assistant – 01

(On fixed term basis for 3 years)

RESERVATION : UR - 01;

**UPPER AGE LIMIT AS ON 31.08.2014** : **UR – 28 yrs**;

PAY SCALE : 1st Year Basic Pay Rs. 6000/- P.M., 2nd Year Basic Pay Rs. 6180/-

P.M. and 3<sup>rd</sup> Year Basic Pay Rs. 6370/- P.M. in the pay scale of

Rs. 6000-3%-16950 (W-3)

**Essential Qualification & Experience:** The applicant should have 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.

### **GENERAL CONDITIONS**

- 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.
- 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.
- 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.
- Management reserves the right to raise the eligibility criteria for short listing the applications.
- 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 for interview only on production of proof of journey 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 as per rules of the Company.
- Payment of TA shall be made by cheque after completion of the selection process.
- Candidates getting appointed as trainees will be initially appointed for a period of one year extendable by another one year in the respective category with a consolidated monthly stipend during the first year of training and further extended period of training, if any. On successful completion of the training period, they may be regularized as probationers in the respective induction scale based on their performance during their training period and the requirement of the company. A trainee will NOT be deemed to have been regularized until and unless he/she has been intimated the same in writing by the management.

- 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 therefore.
- The Govt. directives on reservation for SC/ST/OBC (NCL)/ PWD/Ex-servicemen will be strictly followed.
- 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.
- Upper age limit and experience will be considered as on 31.08.2014
- Age relaxation will be given to internal candidates as per the GSL rules.
- The management reserves the right to reject the candidature if the candidates possess higher qualifications than prescribed in the advertisement.
- Interim enquiries will not be entertained.
- At the sole discretion of GSL Management the number of vacancies notified shall be increased or reduced.
- 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.
- 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.
- The candidates are advised to send Demand Draft of Rs.100/- (Non-refundable) drawn in favour of Goa Shipyard Limited, payable at Vasco-da-Gama, Goa as processing fee. No fee is to be paid by SC/ST/PWD/Ex-Servicemen candidates as per Govt. of India rules. No fee is required to be paid by departmental regular candidates. Application without prescribed fee shall be liable for rejection.
- Candidates applying for more than one post must send separate application along with prescribed processing fee for respective posts. Application received contrary to the instructions given shall be rejected.
- Application received contrary to the instructions given shall be rejected.
- The candidates are advised to write their Application registration Number, Name, Mobile Number and Name of post applied for on the reverse side of Demand Draft.
- 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.
- Further if any corrigendum, will be updated in our website only. Candidates are requested to visit our website regularly.
- 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.
- Management will not be responsible for non receipt of email and loss of their E-mail ID password.
- In the event of finding difficulty to apply online you may contact us through email 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 16.10.2014

ONLINE APPLICATION SHALL BE OPENED ON 20.09.2014 AT 00.00 HRS. AND CLOSE ON 06.10.2014 AT 17.00 HRS IST.

LAST DATE FOR RECEIPT OF THE PRINTED COPY OF THE COMPUTER GENERATED APPLICATION ALONG WITH DEMAND DRAFT AND OTHER DOCUMENTS AS SPECIFIED: 16.10.2014

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

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