



Advt. 01/2021

**FOR WEBSITE**

**GOA SHIPYARD LIMITED**  
SHIPBUILDERS, SHIPREPAIRERS & ENGINEERS  
(A Government of India Undertaking-Ministry of Defence)  
(ISO 9001-2015 Certified Company)  
**VADDEM, VASCO-DA-GAMA, GOA – 403 802**

**Unmatchable Track Record of Execution & Delivery**

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

**Direct Recruitment**

Sr. No.	Name of the post	Vacancies	Reservation	Upper age limit as on 28.02.2021 (in years)	Pay scales (In ₹) & Grade (Revised)
1	Deputy General Manager – (Export)	1	OBC-01	OBC - 47	80000-3%-220000 (E-5)
2	Senior Manager (Administration)	1	UR-01	UR – 39	70000-3%-200000 (E-4)
3	Senior Manager (Electrical and Weapon)	1	OBC-01	OBC – 42	70000-3%-200000 (E-4)
4	Senior Manager (Hull)	1	UR-01	UR – 39	70000-3%-200000 (E-4)
5	Deputy Manager (Internal Audit)	1	UR- 01	UR – 33	50000-3%-160000 (E-2)
6	Deputy Manager (Finance)	1	OBC-01	OBC - 36	50000-3%-160000 (E-2)

**Note:** The above vacancies include backlog reserved vacancies also.

**Time Frame:**

Date of commencement of Online Applications	26.03.2021
Last date for Submitting Online Applications	26.04.2021 (till 17:00 hrs)
Last date for receipt of original Demand Draft at Goa Shipyard Limited (if applicable, Refer point No 2 & 3 of General conditions)	06.05.2021

## **DETAILS OF POST AND TERMS AND CONDITIONS**

### **1. Deputy General Manager – (Export) - 01 Vacancy**

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

**Desirable Educational Qualification:** PG Diploma / Diploma / Certificate course from a recognized University / AICTE approved institution with specialization in Export Management / Foreign trade / International Purchasing & Supply Chain Management.

**Essential Work Experience:** Minimum 13 years post qualification experience in FERA / FEMA, Letters of Credit / Foreign Trade policy matters, Defence Acquisition procedures / DGFT guidelines / policies / procedures etc. Interaction with different chambers of commerce / agencies like FICCI, ASSOCHAM, CII, SIDM etc for export potential opportunities. Hands on experience in co-ordinating and follow-up of Defence export activities including processing export enquiries from various countries, regular interaction / co-ordination with the Defence Attaches (DA) of the potential buyer countries, organization of and participation in Indian embassies / Defence exhibitions, Interaction with potential buyer countries and setting up meetings with the industry and follow-up / Development of promotional materials, audio-visual films, and dissemination of information to respective countries. Liaisoning and co-ordination with other DPSU/Pvt Shipyards for addressing requirements of countries allocated by MoD.

**Desirable Experience:** The incumbent should be conversant with export promotion activities, tender / bidding process and negotiations. Knowledge of International Laws, Foreign languages will be an added advantage.

### **2. Senior Manager (Administration) – 01 Vacancy**

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

**Desirable Educational 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:** 10 years Post qualification experience in HR domain functions specifically, administration, security matters, logistics / transportation, fire fighting, safety & security, risk and disaster management, knowledge in administrative matters are required. Sound knowledge in Watch and Ward, safety is a must.

**Desirable Experience:** Experience in Security, Housekeeping, Administration, Fire, implementation of Rajbhasha, Transport administration, event management /logistics / contract management. Retired Indian Armed Forces officers in the rank of Major in Indian Army / Lieutenant Commander in Indian Navy / Squadron Leader in Indian Air Force having aforesaid qualification and Experience can also apply.

**Other Requirements:** Working knowledge of any one or more of the following languages: Hindi, Regional languages. Conversant with utility of ERP – HR Modules and exposure of working in IT enabled environment. Good people skills, sound interpersonal skills, proven leadership abilities.

### **3. Senior Manager (Electrical and Weapon) – 01 Vacancy**

**Essential Educational Qualification:** Full time Bachelor of Engineering (B.E.) / Bachelor of Technology (B. Tech.) from a recognized University / AICTE approved institution with specialization in Electrical Engineering / Electronics & Communication Engineering/ Electrical & Electronics Engineering.

**Essential Work Experience** The candidate should have 10 years post qualification relevant experience. The candidate should have experience in WOT / Design Directorate / Professional Directorate / Trial agencies / WESSIE / Naval Dockyards. Indian Navy Lieutenant Commanders with above qualification and more than 10 years service as an officer in Indian Navy shall also be eligible.

**Desirable Experience:** Relevant experience in ship design / shipbuilding / IHQ (Professional Directorate) / WOT etc. or in assignments involving new ship designs / construction / overseeing / commissioning crew on a Frigate / Destroyers etc. and project management software like Primavera, ERP and work experience in system integration / production / planning / design / quality control etc., in ships construction industry.

### **4. Senior Manager (Hull) – 01 vacancy**

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

**Essential Work Experience:** The candidate should have 10 years post qualification relevant experience. The candidate should have experience in WOT / Naval Design Directorate / Professional Directorate / Trial agencies/ Naval Dockyards. Indian Navy Lieutenant Commanders with above qualification and more than 10 years service as an officer in Indian Navy shall also be eligible.

**Desirable Experience:** Relevant experience in ship design / shipbuilding / IHQ (Professional Directorate) / WOT etc. Or in assignments involving new ship designs / construction / overseeing / Defence Acquisition procedures and experience in project management software like Primavera, ERP and also in production / planning / design / quality control etc., in ships building industry.

#### **5. Deputy Manager (Internal Audit) – 01 vacancy**

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

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

**Essential Work Experience** : The candidate should have 04 years post qualification experience in relevant field dealing in Internal Audit, Finalizing the annual accounts in compliance with all statutory requirements in an ERP based system, knowledge on IND AS, Taxation laws etc.

**Desirable Work Experience** : Treasury management that includes investment of surplus funds, price negotiations, liaison with Banks / Financial institutions for fund based/non-fund based facilities, pay roll, Forex management, Dealing with various auditors including CAG audit, MIS, Costing, Budgeting, GFR rules, Enterprise Risk Management, various laws pertaining to finance etc. Conversant with computer working and exposure of working in IT enabled environment.

#### **6. Deputy Manager (Finance) – 01 vacancy**

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

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

**Essential Work Experience** : The candidate should have 04 years post qualification experience in relevant field dealing in Finalizing the annual accounts in compliance with all statutory requirements in an ERP based system, knowledge on IND AS, Taxation laws etc.

**Desirable Work Experience** : Treasury management that includes investment of surplus funds, price negotiations, liaison with Banks / Financial institutions for fund based/non-fund based facilities, pay roll, Forex management, Dealing with various auditors including CAG audit, MIS, Costing, Budgeting, GFR rules, various laws pertaining to finance etc. Conversant with computer working and exposure of working in IT enabled environment.

## **GENERAL CONDITIONS:**

- 1) The candidates may note that the applications are to be made only through online application system as per the instructions given. Applications made in any other manner shall not be considered and shall be summarily rejected. Management will not be responsible for any application which is not received through online system. After completion of online registration and entering all the details, the candidates are required to take print out of online application form for their records. Candidates should produce the same along with relevant documents at the time of interview / document verification or whenever called for by GSL.
- 2) An application fee in the form of Demand Draft of ₹ **500/-** (Non-Refundable) in favor of “**Goa Shipyard Limited**” payable at Vasco-da-Gama, Goa is to be submitted per application. Application without prescribed fees shall be liable for rejection. No fee is to be paid by SC/ST/PwBD/Ex-Servicemen candidates as per Government of India rules. No fee is required to be paid by internal candidates who apply for the said post.
- 3) Candidates are required to post only the original Demand Draft to Goa Shipyard Limited. The candidates have to **mandatorily** write their Application / Job Registration number, Name, Mobile Number, Name of the post and Advertisement No. on the reverse side of Demand Draft.
- 4) Non-receipt of Demand Draft (from UR and OBC/EWS candidates), drafts not fulfilling the eligibility criteria or those Demand Drafts received after the last date shall not be considered and shall be treated as “**REJECTED**” and no communication will be made for the same.
- 5) Management reserves the right to fill or not to fill the post and also to fill up future vacancies, if any from the valid panel of selected candidates as per the rules of the company. At the sole discretion of GSL Management the number of vacancies notified may be increased or reduced.
- 6) Mere fulfillment of qualifications, experience and other requirements as laid down does not entitle a candidate to be called for selection process as applicable for the respective post in accordance to the GSL rules. The requisite work experience should have concluded with a period not earlier than three years from the cutoff date (28.02.2021) as per the advertisement.
- 7) SC/ST/OBC/EWS 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. However they will have to submit caste certificate, in the Prescribed Performa 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. Similarly, the candidates under PwBD category will have to submit the disability certificate from the designated authority 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 of false findings, necessary action will be taken against such candidates as per rules of GSL and Government guidelines as applicable.
- 9) Benefits for posts such as DA, HRA and other allowances will be applicable to the grade as per rules.
- 10) 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.
- 11) **Out of the total overall experience mentioned for the post, the candidates employed in Government / PSU must possess experience in the immediate lower payscale as below:-**

Sl. No.	Post Notified	Immediate Lower payscale (IDA)	Years of service in the Immediate Lower payscale
1	Deputy General Manager (Export)	70000-3%-200000 (E-4)	2
2	Senior Manager (Administration)	60000-3%-180000(E-3)	2
3	Senior Manager (Electrical and Weapon)	60000-3%-180000(E-3)	2
4	Senior Manager (Hull)	60000-3%-180000(E-3)	2
5	Deputy Manager (Internal Audit)	40000-3%-140000(E-1)	2
6	Deputy Manager (Finance)	40000-3%-140000(E-1)	2

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

**(OR)**

**In case of candidates employed in private organization minimum of last 2 years experience should be in a company having 100 crores annual turnover and the incumbent should have discharged duties in a similar role.**

- 12) Management reserves the right to appoint / rotate any employee in any position as per requirement of Company, irrespective of position he has been originally selected for.
- 13) All Outstation candidates called 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.

- 14) Payment of TA shall be made through ECS mode after completion of the selection process only and candidates are expected to bring necessary details for making the payment through ECS mode. Normally TA claims will be paid within one month from the date of selection process. Application format along with ECS form is available on our website under the heading "Advertisements". Candidates having "Wait listed" tickets for rail journey are not entitled for TA reimbursement.
- 15) For any dispute, the Jurisdiction shall be Goa only.
- 16) Interim enquiries will not be entertained.
- 17) Canvassing in any form may lead to disqualification of candidature.
- 18) Persons with Benchmark Disabilities (PwBD) and Ex-Servicemen can also apply against the advertised posts. Their candidature will be considered as per Government guidelines in vogue.
- 19) Relaxation in age limit for PwBD / Ex-Servicemen will be as per Government of India guidelines in force.
- 20) Internal candidates may get additional relaxation for age as per GSL Rules.
- 21) Management 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 and regulations and / or the procedures as per the past practice will be followed.
- 22) 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.
- 23) Management reserves the right to cancel the advertisement and/or the selection process there under without assigning any reason.
- 24) 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.
- 25) Corrigendum, if any, will be uploaded on our website only. Candidates are requested to check our website regularly under the heading "Advertisement".
- 26) 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.
- 27) Information regarding names of eligible candidates, date of selection, names of selected candidates etc. will be hosted on the website under the heading "Advertisement" for which the candidates are requested to visit our website regularly.
- 28) Management will not be responsible for non receipt of email and loss of their E-mail ID and password.
- 29) **Upper age limit and experience will be considered as on 28.02.2021**

- 30) In the event of finding difficulty to apply online the candidates may contact us through Email: [recruitment@goashipyard.com](mailto:recruitment@goashipyard.com)
- 31) Applications filled online contrary to instructions given shall be rejected.

### **INSTRUCTIONS FOR APPLYING ONLINE**

Visit our website [www.goashipyard.in](http://www.goashipyard.in) and under the link '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.
- Demand Draft - Size of the file should be below 500 Kb.
- Scanned copy of SSC certificate as proof of date of Birth not more than 500 kb in size.
- Scanned copy of Educational qualification marksheet & degree not more than 1 MB.
- Scanned copy of Caste / Disability certificate not more than 500 kb.
- Scanned copy of experience certificates not more than 1 MB.

### **Other Information for candidates with regard to online application:**

1. DD is valid for 3 months from the date of issue of Demand Draft. So, the candidates are advised to submit/post the original Demand Draft to Goa Shipyard Ltd. at the earliest after making the DD.
2. At the end of the Online Application System, once the candidate checks the Terms & Conditions checkbox and clicks on submit button, candidate won't be allowed to edit his application details.
3. After completing online registration, candidates are advised to take printout of their system generated online application form and retain the same for future references.

Candidates are required to post the original Demand Draft (*Kindly refer point No.2 & 3 of General Conditions*) to: **GM (HR&A), HR Department, Dr. B.R. Ambedkar Bhavan, Goa Shipyard Limited, Vasco-Da-Gama, Goa – 403802**

**Online Application opens from 00.00 hrs on 26.03.2021 and closes at 17.00 hrs on 26.04.2021.**

**LAST DATE FOR RECEIPT OF THE ORIGINAL DEMAND DRAFT AT GOA SHIPYARD LIMITED IS ON OR BEFORE 06.05.2021.**

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