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गार्डेन रीच शिपबिल्डर्स एण्ड इंजिनियर्स लिमिटेड

Garden Reach Shipbuilders & Engineers Limited
(भारत सरकार का उपक्रम) (A Govt. of India Undertaking)

रक्षा मंत्रालय

Ministry of Defence

43/46 गार्डेन रीच रोड , कोलकाता – 700024 43/46 Garden Reach Road, Kolkata – 700024

(EMPLOYMENT NOTIFICATION NO. OS: 03/14)

(DETAILED ADVERTISEMENT)

GRSE Ltd. is one of the premier Defence Shipyards enjoying the Mini Ratna, Category – I status and effectively contributing to the defence preparedness of the country by building different sophisticated and state-of-the-art warships. The Company invites applications from talented and energetic Indian Nationals for the following posts in various disciplines:

Opening Date for Online registration : 18 June 2014

Closing Date for Online registration : 03 July 2014

<u>Name of Post (Grade) No. of Posts</u>	<u>Scale of pay (IDA)</u>	<u>Max. Age As on 01 June 2014</u>	<u>Discipline/ Reservation</u>	<u>Minimum Qualification</u>	<u>Minimum Post Qualification Experience as on 01 June 14</u>
Manager (E-3) (Post – 01)	24900-3%-50500	42 yrs.	Corporate Planning (UR-01)	Engineering Graduate or equivalent in Civil / Mechanical / Electrical / Naval Architecture discipline preferably with post graduate degree / diploma in Business Management with specialization in Strategic Planning / Marketing.	8 years' experience including minimum 3 years in Corporate planning / strategic management in a large manufacturing/ engineering industries out of which 2 years in immediate lower grade. Or Master Degree in Engineering in concerned discipline with 6 years relevant experience out of which 2 years in immediate lower grade.
Manager (E-3) (Posts – 02)	24900-3%-50500	42 yrs.	Finance (UR-01, OBC-01)	CA / ICWA	8 years relevant experience in manufacturing industries out of which 2 years in immediate lower grade.

Manager (E-3) (Post – 01)	24900-3%-50500	42 yrs.	Planning (Mechanical) (OBC-01)	Engineering Graduate or equivalent in Mechanical discipline.	8 years' experience in Shipbuilding / Large Engineering Industry out of which 2 years in immediate lower grade. Or Master Degree in Engineering in concerned discipline with 6 years relevant experience out of which 2 years in immediate lower grade.
Manager (E-3) (Post – 01)	24900-3%-50500	42 yrs.	Ship Design (Mechanical) (UR-01)	Engineering Graduate or equivalent in Mechanical discipline	8 years relevant experience out of which 2 years in immediate lower grade. Should possess design experience of engineering systems with necessary exposure to ship requirements and layouts of machinery compartments. Or Master Degree in Engineering in concerned discipline with 6 years relevant experience out of which 2 years in immediate lower grade.
Manager (E-3) (Posts – 05)	24900-3%-50500	42 yrs.	Material (UR-01, OBC-02, SC-01, ST-01)	Engineering Graduate or equivalent in Mechanical / Electrical / Electronics / Production / Naval Architecture discipline. MBA / PG Diploma in Material Management / Supply Chain / Operations / Logistics Management will be preferred.	8 years' experience including minimum 5 years in Material Management in Manufacturing Industry of repute. Out of which 2 years in immediate lower grade. Or Master Degree in Engineering in concerned discipline with 6 years relevant experience out of which 2 years in immediate lower grade.
Manager (E-3) (Post – 01)	24900-3%-50500	42 yrs.	Ship Production (Naval Architect) (OBC-01)	Engineering Graduate or equivalent in Civil / Mechanical / Electrical / Electronics / Naval Architecture discipline preferably with post graduate degree in Naval Architecture.	8 years relevant experience in reputed large organization preferably in shipbuilding / ship repair out of which 2 years in immediate lower grade. Or Master Degree in Engineering in concerned discipline with 6 years relevant experience out of which 2 years in immediate lower grade.

Manager (E-3) (Post – 01)	24900-3%-50500	42 yrs.	Deck Machinery (Mechanical) (UR-01)	Engineering Graduate or equivalent in Mechanical discipline.	8 years relevant experience in handling Deck machinery / large engineering industry out of which 2 years in immediate lower grade. Or Master Degree in Engineering in concerned discipline with 6 years relevant experience out of which 2 years in immediate lower grade.
Manager (E-3) (Post – 01)	24900-3%-50500	42 yrs.	Portable Steel Bridge (Mechanical) (SC-01)	Engineering Graduate or equivalent in Mechanical discipline.	8 years relevant experience in steel structure design / fabrication out of which 2 years in immediate lower grade. Or Master Degree in Engineering in concerned discipline with 6 years relevant experience out of which 2 years in immediate lower grade.
Manager (E-3) (Post – 01)	24900-3%-50500	42 yrs.	Design (Electrical) (UR-01)	Engineering Graduate or equivalent in Electrical discipline.	8 years relevant experience of electrical systems in shipbuilding / ship design out of which 2 years in immediate lower grade. Or Master Degree in Engineering in concerned discipline with 6 years relevant experience out of which 2 years in immediate lower grade.
Manager (E-3) (Post – 01)	24900-3%-50500	42 yrs.	Industrial Engineering (SC-01)	Engineering Graduate or equivalent in Mechanical / Production / Industrial Engineering discipline.	8 years relevant experience out of which 2 years in immediate lower grade. Or Master Degree in Engineering in concerned discipline with 6 years relevant experience out of which 2 years in immediate lower grade.
Manager (E-3) (Post – 01)	24900-3%-50500	42 yrs.	Safety (UR-01)	Engineering Graduate or equivalent with Degree / Diploma in Industrial Safety recognized by the State Govt. Or Graduate in Physics and Chemistry with Degree / Diploma in Industrial Safety recognized by the State Govt.	8 years relevant experience out of which 2 years in immediate lower grade. Or Master Degree in Engineering in concerned discipline with 6 years relevant experience out of which 2 years in immediate lower grade.

Manager (E-3) (Post – 01)	24900-3%-50500	42 yrs.	Human Resource/ Welfare (UR-01)	MBA with specialization in HR or Graduate with PG Degree in Social Work / Welfare / Labour Welfare / Industrial Relations / Personnel Management or Graduate with PG Diploma in HR / IR / Social Work / Labour Welfare / Welfare discipline and must possess certificate issued by the State Govt. to work as Welfare Officer under West Bengal Factories (Welfare Officers) Rules.	8 years relevant experience including experience as a welfare officer in large industry out of which 2 years in immediate lower grade.
Manager (E-3) (Posts – 02)	24900-3%-50500	42 yrs.	Human Resource (UR-01, OBC-01)	MBA with specialization in HR or Graduate with PG Degree in Social Work / Welfare / Labour Welfare / Industrial Relations / Personnel Management or Graduate with PG Diploma in HR / IR / Social Work / Labour Welfare / Welfare discipline.	8 years' experience in handling HR issues in the area of IR / Contract Labour Management / Welfare / Training etc. in large industry out of which 2 years in immediate lower grade.
Deputy Manager (E-2) (Post – 01)	20600-3%-46500	35 yrs.	Finance (ST-01)	CA / ICWA	5 years relevant experience out of which 2 years in immediate lower grade.
Deputy Manager (E-2) (Post – 01)	20600-3%-46500	35 yrs.	Technical (ST-01)	Engineering Graduate or equivalent in Mechanical / Electrical / Production / Naval Architecture / Civil	5 years' experience in Shipbuilding / Large Engineering Industry out of which 2 years in immediate lower grade. Or Master Degree in Engineering in concerned discipline with 3 years similar experience as mentioned above out of which 2 years in immediate lower grade.

Deputy Manager (E-2) (Post – 01)	20600-3%-46500	35 yrs.	Safety (UR-01)	Engineering Graduate or equivalent in any discipline with Diploma in Industrial Safety recognized by the State Govt. Or Graduate in Physics and Chemistry with degree in Industrial Safety recognized by the State Govt.	5 years relevant experience out of which 2 years in immediate lower grade. Or Master Degree in Engineering in concerned discipline with Diploma in Industrial Safety with 3 years similar experience as mentioned above out of which 2 years in immediate lower grade.
Deputy Manager (E-2) (Post – 01)	20600-3%-46500	35 yrs.	Material (OBC-01)	Engineering Graduate or equivalent in Mechanical / Electrical / Electronics / Production discipline. MBA / PG Diploma in Material Management / Supply Chain / Logistics / Operations Management will be preferred.	5 years' experience in Material Management, out of which 2 years in immediate lower grade. Or Master Degree in Engineering in concerned discipline with 3 years similar experience out of which 2 years in immediate lower grade.
Deputy Manager (E-2) (Posts – 05)	20600-3%-46500	35 yrs.	Medical (UR-02, OBC-01, SC-01, PH-01) (Out of 05 posts, 01 post is for Ranchi Unit.	MBBS degree	5 years' experience in reputed hospital / nursing home out of which 2 years in immediate lower grade. Experience in GOVT. / PSU will be preferred. Or Master Degree in Medicine with 3 years similar experience as mentioned above out of which 2 years in immediate lower grade.
Deputy Manager (E-2) (Posts – 02)	20600-3%-46500	35 yrs.	Legal (UR-01, PH(OH)-01)	LLB	5 years' experience in handling service matters, commercial law (Contracts, Sale of Goods Act., Interest Act.) CPC, IPC, Cr. PC, arbitration cases, Companies Act., Partnership Act. and Property Laws etc. out of which 2 years in immediate lower grade. Or Master Degree in law with 3 years similar experience as mentioned above out of which 2 years in immediate lower grade.
Assistant Manager (E-1) (Post – 01)	16400-3%-40500	28 yrs.	Finance (SC-01)	CA / ICWA	Nil

Assistant Manager (E-1) (Post – 01)	16400-3%-40500	28 yrs.	Human Resource (SC-01)	MBA with Specialization in HR or Graduate with PG Degree in Social work / Welfare / Labour Welfare / Industrial Relations / Personnel Management or Graduate with PG Diploma in Human Resource / IR / Social work / Labour Welfare / Personnel Management discipline.	Nil
Assistant Manager (E-1) (Post – 01)	16400-3%-40500	28 yrs.	Security (PH-01)	Graduate in any discipline with experience in Navy / Army / Air Force or Para Military Forces. Candidates having Diploma in Industrial Security will be preferred.	-

SC= Scheduled Caste; ST=Scheduled Tribe; OBC= Other Backward Class; UR=Un-reserved, PH=Physically handicapped.

GENERAL INSTRUCTIONS

1. MANAGER & DEPUTY MANAGER

- i. **Grouping of Engineering Degree** : BE, B. Tech, Four years B.Sc. (Engineering), AMIE
- ii. **Qualification Grouping of Engineering Degree** – Technical disciplines.
 - Mechanical : Mechanical
 - Electrical : Electrical, Electrical & Electronics, Electrical & Instrumentation
 - Electronics : Electronics, Electronics & Communication, Electronics & Telecommunication, Electronics & Instrumentation
 - Production : Production
 - Naval Architecture : Naval Architecture, Ocean Engineering & Naval Architecture, Naval Architecture & Shipbuilding
 - Industrial Engineering : Industrial Engineering, Industrial & Production Engineering
 - Civil : Civil
- iii. Candidates having Master degree in engineering must possess the minimum qualification prescribed against the post.
- iv. Reservation for SC/ST/OBC/PH as applicable has been indicated against each post. However, candidates from reserved categories fulfilling eligibility criteria may also apply for the posts earmarked for UR as per Government Rules.
- v. Persons with 40% disability having handicapped certificate issued from Competent Authority can apply for the post in accordance with provision of Para 25 of DOP&T OM No. 36035/3/2004 - Estt (Per) dated 29 Dec 05.
- vi. The date of declaration of result / issuance of mark sheet shall be deemed to be the date of acquiring the qualification and there shall be no relaxation on this account.
- vii. Two years full time degree or three years part time Post-Graduate Degree / PG Diploma qualification will only be considered.
- viii. Degree / Diploma as referred above are those, which have been awarded by University / Institution recognized by Government of India.
- ix. Working knowledge in Computer is essential for all posts.
- x. The experience mentioned against the post excludes any kind of traineeship including Management Trainee / Graduate Engineer Trainee etc.
- xi. Relaxation of age for SC / ST / OBC / PH / Ex-Servicemen as per Govt. rules. The upper age limit shall be relaxed by five years for internal candidates.
- xii. In addition to Basic pay, Industrial DA, HRA, other perks @44% of basic pay, CPF, Gratuity etc. are admissible as per the Company's Rules. The present CTC PA approx in different grades are as (Rs. in lakhs) : Manager - 10.4 and Deputy Manager - 8.5 Lakhs.
- xiii. Excellent career opportunities are available for deserving candidates.
- xiv. GRSE reserves the right to fill up all the posts based on suitability or increase/decrease the number of posts to be filled up or cancel any post or even cancel the whole process of recruitment without assigning any reason. In such cases the reservations will be as per the Govt. guidelines.
- xv. Option of Hindi medium shall be given in all selection tests / interview.
- xvi. Serving candidates of Govt. / Semi-Govt. / PSUs / Autonomous Organization must apply THROUGH PROPER CHANNEL or produce NOC at the time of interview. Last pay drawn of such officers will be protected in accordance with Govt. guidelines.
- xvii. Outstation candidates called for interview for the posts of Manager and Deputy Manager will be paid both ways 2 Tier AC railway fare or actual (shortest route) whichever is less.
- xviii. The equivalent Pay Scales in the various grades on both CDA and IDA are given below:

Posts	Grade	CDA Pay Scales	IDA Pay Scales
Manager	E-3	15600-39100-PB3-GP 6600	24900-50500
Deputy Manager	E-2	15600-39100-PB3-GP 6600	20600-46500
Assistant Manager	E-1	15600-39100-PB3-GP 5400	16400-40500

- xix. The applicants working in private sector should be drawing CTC (only monetary / cash part) comparable to immediate lower grade. They should indicate their organization structure and their position in the organization hierarchy.
- xx. The procedure of application and other details will also be placed in GRSE Website: www.grse.nic.in
- xxi. **How to apply:**
- a) All candidates have to submit application ONLINE through 'Career section' of GRSE website www.grse.nic.in or on <https://jobapply.in/grse2014>
 - b) All candidates are required to apply ONLINE, take print out of auto generated filled in Application Format, put their signature at designated places and send it to **Post Box No. 4334, Kalkaji Head Post Office, New Delhi – 110019** along with self-attested copies of testimonials / certificates in support of Date of Birth, Category, Educational, Professional qualification and Experience, through **ORDINARY POST** only, so as to reach within the due date of **10 July 14**. The envelope containing the application and supporting documents should be super-scribed with **"Employment Notification No. OS: 03/14"** and **"Post Applied for"**.
 - c) Serving candidates of Govt. / Semi-Govt. / PSUs / Autonomous Organization are further required to forward the auto-generated printout along with self-attested copies of testimonials / certificates in support of Date of Birth, Category, Educational, Professional qualification and Experience through proper channel before the due date of **10 July 2014** to the address mentioned at Para xxi(b) or produce NOC at the time of interview.
 - d) Please note that candidature of the candidate is liable to be cancelled if he / she submits more than one application for same post.
 - e) GRSE will not be responsible for any postal delay.
 - f) **Incomplete application / application without supporting documents is liable to be rejected.**
- xxii. For any dispute, the Jurisdiction shall be Kolkata.
- xxiii. The decision of GRSE in all matters regarding eligibility, conduct of interview and selection will be final and binding on the candidates and no correspondence will be entertained.
- xxiv. Management reserves the right to call for any additional documentary evidence in support of education, experience etc. of the applicants.

2. ASSISTANT MANAGER

- i. **Students appearing / already appeared in Final year exam:**
 - a) Students appearing / already appeared in Final year / semester examination may also apply for the above posts.
 - b) However, they have to satisfy the criteria for qualifying marks as enumerated at Sl. No. iv below.
 - c) Such candidates have to produce Final mark sheet issued by University / Institution on the date of interview, failing which they will not be allowed for appearing in the interview.
- ii. Persons with 40% disability having handicapped certificate issued from Competent Authority can apply in accordance with provision of Para 25 of DOP&T OM No. 36035/3/2004 - Estt (Per) dated 29 Dec 05.
- iii. **Maximum age limit for applicants is 28 yrs. as on 01 June 2014.** However, relaxation of age for SC / ST / OBC / PWD / Ex-Servicemen as per Govt. rules. The upper age limit shall be relaxed by five years for internal candidates.
- iv. For all posts qualifying marks in graduate examination and professional qualification examination (except CA/ICWA) will be overall 60% (aggregate of all semesters/ year or equivalent CGPA marks) for General category and 55% (aggregate of all semesters/ year or equivalent CGPA marks) for SC/ST/OBC/PWD category.
- v. Two years full time degree or three years part time Post-Graduate Degree / PG Diploma qualification will only be considered.
- vi. Degree / Diploma as referred above are those, which have been awarded by University / Institution recognized by Government of India.
- vii. The date of declaration of result / issuance of mark sheet shall be deemed to be the date of acquiring the qualification and there shall be no relaxation on this account.
- viii. The mere fact that a candidate has submitted application against the advertisement and apparently fulfilling the criteria as prescribed in the advertisement would not bestow on him / her the right to be definitely called for interview / considered further for selection process.
- ix. Working knowledge in Computer is essential for all posts.
- x. In addition to Basic pay, Industrial DA, HRA, other perks @44% of basic pay, CPF, Gratuity etc. are admissible as per the Company's Rules. The present CTC PA approx in Asst. Manager Grade is Rs. 6.8 Lakhs.
- xi. Excellent career opportunities are available for deserving candidates.
- xii. GRSE reserves the right to fill up all the posts based on suitability or increase/decrease the number of posts to be filled up or cancel any post or even cancel the whole process of recruitment without assigning any reason. In such cases the reservations will be as per the Govt. guidelines.
- xiii. Option of Hindi medium shall be given in all selection tests / interview.
- xiv. Serving candidates of Govt. / Semi-Govt. / PSUs / Autonomous Organization must apply THROUGH PROPER CHANNEL or produce NOC at the time of interview.
- xv. Outstation candidates called for attending the Interview will be paid both ways 3 Tier AC railway fare or actual (shortest route) whichever is less.
- xvi. Written Test / Interview will be conducted in the month of August / September 2014 at Kolkata.
- xvii. The procedure of application and other details will also be placed in GRSE Website: www.grse.nic.in
- xviii. In case any ambiguity / dispute arises on account of interpretation in versions other than English, the English Version will prevail.
- xix. **How to apply:**
 - a. All candidates have to submit application ONLINE through 'Career section' of GRSE website www.grse.nic.in or on <https://jobapply.in/grse2014>
 - b. All candidates are required to apply ONLINE, take print out of auto generated filled in Application Format (landscape layout), put their signature at designated places and send it to **Post Box No. 4334, Kalkaji Head Post Office, New Delhi – 110019** through **ORDINARY POST** only, so as to reach within the due date of **10 July 2014**. The envelope containing the application should be super-scribed with "Employment Notification No. OS: 03/14" and "**Post Applied for**".

- c. Serving candidates of Govt. / Semi-Govt. / PSUs / Autonomous Organization are further required to forward the auto-generated printout through proper channel before the due date of **10 July 2014** to the address mentioned at Para xix(b) or produce NOC at the time of interview.
 - d. Please note that candidature of the candidate is liable to be cancelled if he / she submits more than one application for same post.
 - e. GRSE will not be responsible for any postal delay.
 - f. **Incomplete application is liable to be rejected.**
- xx. **All correspondence with candidates shall be done through e-mail only. All information regarding schedule / Written Test Admit Cards / Interview Call Letters etc. shall be provided through e-mail / uploading on GRSE website.** Responsibility of receiving, downloading and printing of written test admit card / interview call letter / any other information shall be of the candidate only. GRSE will not be responsible for any loss of e-mail sent, due to invalid / wrong e-mail ID provided by the candidate or for delay / non-receipt of information if a candidate fails to access his / her mail / website in time.
- xxi. The decision of GRSE in all matters regarding eligibility, conduct of written test, interview and selection will be final and binding on the candidates and no correspondence will be entertained.
- xxii. Management reserves the right to call for any additional documentary evidence in support of education, experience etc. of the applicants.
- xxiii. For any dispute, the Jurisdiction shall be Kolkata.
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