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CIN NO. : U35111WB1934GOI007891

गार्डन 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 गार्डन रीच रोड, कोलकाता – 700024

43/46 Garden Reach Road, Kolkata – 700024

(EMPLOYMENT NOTIFICATION NO. OS: 02/16)

(DETAILED ADVERTISEMENT)

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

Opening Date for Online registration : 17 Feb 2016

Closing Date for Online registration : 08 Mar 2016

<u>Name of Post (Grade)</u>	<u>Scale of pay (IDA)</u>	<u>Max. Age as on 01 Feb 2016</u>	<u>Discipline/ Reservation</u>	<u>Minimum Qualification</u>	<u>Minimum Post Qualification Experience as on 01 Feb 2016</u>
General Manager (E-7)	43200-3%-66000	52 yrs.	Technical-04 (UR-02, OBC-01, SC-01)	Degree in Engineering or equivalent in Mechanical / Electrical / Electronics / Naval Architecture / Civil (For detailed Qualification grouping, please refer Note - ii)	i. 22 years' experience out of which at least 5 years in Senior position in "Ship building" / "Ship design" / "Ship repair" / "Overseeing the construction / repair of Naval Ships or Submarines." ii. Naval Officers of the rank of Commodore or equivalent. Captain drawing Commodore Grade pay may also be eligible. iii. Candidates from Govt./PSU/autonomous organizations should have 2 years' experience in immediate lower grade whereas Candidates from private sector should be drawing comparable CTC of AGM Grade. iv. For details refer Note - xxv & xxvi

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General Manager (E-7)	43200-3%-66000	52 yrs.	Human Resource-01 (UR-01)	Graduate with PG Degree / PG Diploma / MBA or equivalent in Human Resource Management / Human Resource Development / Personnel Management / Industrial Relations / Social Work / Labour Welfare.	<p>i. 22 years' experience out of which at least 5 years in Senior position in dealing with HR matters i.e. IR, Contract Labour Management, Welfare Administration, Establishment, Recruitment, Statutory Compliances, CSR etc. in Armed Forces / PSU / Engineering / Manufacturing Industries.</p> <p>ii. Naval Officers of the rank of Commodore, Captain drawing Commodore Grade pay or equivalent rank of Officers from other Defence forces may also be eligible.</p> <p>iii. Candidates from Govt. /PSU/autonomous organizations should have 2 years' experience in immediate lower grade whereas Candidates from private sector should be drawing comparable CTC of AGM Grade.</p> <p>iv. For details refer Note - xxv & xxvi</p>
Deputy General Manager (E-5)	32900-3%-58000	48 yrs.	Security-01 (OBC-01)	Graduate with PG Degree in Management / PG Diploma in Management / MBA or equivalent	<p>i. 15 years' experience out of which at least 5 years in dealing with Security in Armed Forces / PSU / Engineering / Manufacturing Industry.</p> <p>ii. Naval Officers of the rank of Commander or equivalent in Army / Air Force / Para-Military / Police Forces meeting the experience criteria may be considered.</p> <p>iii. Candidates from Govt./PSU/autonomous organizations should have 2 years' experience in immediate lower grade whereas Candidates from private sector should be drawing comparable CTC of SM Grade.</p> <p>iv. For details refer Note - xxv & xxvi</p>

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Deputy General Manager (E-5)	32900-3%-58000	48 yrs.	Engineering- 01 (UR-01)	Degree in Engineering or equivalent in Civil (For detailed Qualification grouping, please refer Note - ii)	<p>i. 15 years' experience out of which at least 5 years in senior position in designing complicated in-determinant structure including steel/ RCC bridges both manually as well as with the aid of standard designing software.</p> <p>ii. Candidates should have adequate knowledge on highways & bridges and be conversant to all related IS/IRC codes/references and Structural Engg. Software packages / tools and should be able to establish new design bridges through solo effort based on error free design done independently as per departmental programme.</p> <p>iii. Naval Officers of the rank of Commander or equivalent from other Defence forces meeting the experience criteria may be considered</p> <p>iv. Candidates from Govt./PSU/autonomous organizations should have 2 years' experience in immediate lower grade whereas Candidates from private sector should be drawing comparable CTC of SM Grade.</p> <p>v. For details refer Note - xxv & xxvi</p>
Senior Manager (E-4)	29100-3%-54500	45 yrs.	Dock-01 (UR-01)	Graduate with Master Home Trade (Coastal) Certificate of Competency with 1 st Class Inland Master Or Graduate with Inland Master Certificate of Competency issued by MMD, Kolkata	<p>i. 11 years' experience out of which at least 05 years in senior position on board ship as Inland Master / in-charge of the vessel.</p> <p>ii. Naval officers of the rank of Lieutenant Commanders or equivalent meeting the experience criteria may be considered.</p> <p>iii. Candidates from Govt./PSU/autonomous organizations should have 2 years' experience in immediate lower grade whereas Candidates from private sector should be drawing comparable CTC of Mgr. Grade .</p> <p>iv. For details refer Note - xxv & xxvi</p>

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Manager (E-3)	24900-3%-50500	42 yrs.	Finance-01 (OBC-01)	CA / ICWA	i. 8 years' experience in dealing with financial matters i.e. "budgeting", "costing", "banking", "taxation" "finalization of accounts". ii. Naval Officers of the rank of Lieutenant or equivalent from other Defence forces meeting the experience criteria may be considered. iii. Candidates from Govt./PSU/autonomous organizations should have 2 years' experience in immediate lower grade whereas Candidates from private sector should be drawing comparable CTC of DM Grade. iv. For details refer Note - xxv & xxvi
Deputy Manager (E-2)	20600-3%-46500	35 yrs.	Finance-01 (ST-01)	CA / ICWA	i. 5 years' experience in dealing with financial matters i.e. "budgeting", "costing", "banking", "taxation" "finalization of accounts". ii. Naval Officers of the rank of Sub-Lieutenant or equivalent from other Defence forces meeting the experience criteria may be considered. iii. Candidates from Govt./PSU/autonomous organizations should have 2 years' experience in immediate lower grade whereas Candidates from private sector should be drawing comparable CTC of AM Grade. iv. For details refer Note - xxv & xxvi
Deputy Manager (E-2)	20600-3%-46500	35 yrs.	Corporate Communication - 01 (UR-01)	Graduate with PG Degree / PG Diploma in Journalism / Public Relations / Mass Communications / Marketing	i. 5 years' experience in dealing with Public Relations activities. ii. Naval Officers of the rank of Sub-Lieutenant or equivalent from other Defence forces meeting the experience criteria may be considered iii. Candidates from Govt./PSU/autonomous organizations should have 2 years' experience in immediate lower grade whereas Candidates from private sector should be drawing comparable CTC of AM Grade. iv. For details refer Note - xxv & xxvi

SC=Scheduled Caste; ST=Scheduled Tribe; OBC=Other Backward Class; UR=Un-Reserved

NOTES :

Candidates who had applied earlier against Advt. No. 03/15 for the posts of General Manager (Human Resource), DGM (Engineering), Manager (Finance), Deputy Manager (Finance) need not apply again and their applications will be considered against this Advt. Eligibility criteria if found eligible.

EDUCATIONAL QUALIFICATION

- i. **Grouping of Engineering Degree** : BE, B Tech, Four years BSc (Engineering), AMIE
- ii. **Grouping of Disciplines in Engineering Degree** – Technical disciplines.
 - **Mechanical** : Mechanical, Mechanical & Industrial Engineering, Mechanical & Production Engineering,
 - **Electrical** : Electrical, Electrical & Electronics, Electrical & Instrumentation
 - **Naval Architecture** : Naval Architecture, Ocean Engineering & Naval Architecture, Naval Architecture & Shipbuilding, Naval Architecture & Marine Engineering, Naval Architecture & Ocean Engineering, Naval Architecture & Off-shore Engineering.
 - **Civil** : Civil Engineering, Civil & Structural Engineering, Structural Engineering
 - **Electronics** : Electronics, Electronics & Communication, Electronics & Telecommunication, Electronics & Instrumentation, Instrumentation, Instrumentation & Control
- iii. Only the above mentioned disciplines will be considered for the recruitment process. Courses / Disciplines with equivalence to the above will not be considered.
- iv. **AICTE / UGC / Government of India recognized / approved Degree / Diploma / PG Degree / PG Diploma courses in concerned discipline (as referred above) awarded by University / Institution recognized by Govt. of India will only be considered**
- v. 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.
- vi. Candidates having Master degree in engineering must possess the minimum qualification prescribed against the post.

AGE RELAXATION

- vii. 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.
- viii. The relaxation in age limit for PH candidates shall be applicable irrespective of the fact whether the post is reserved or not.

RESERVATION

- ix. 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.
- x. 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 (Res) dated 29 Dec 05 for the posts not reserved for PH.

- xi. OBC candidates at the time of interview have to submit declaration to the effect that the incumbent does not fall in Creamy Layer section and also to produce non-creamy layer certificate in the prescribed format as applicable for appointment for the posts under Govt. of India and Central Govt. Public Sector Undertaking. OBC (non-creamy layer) certificate by the Competent Authority should be issued in the current year.
- xii. SC / ST / OBC 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 may indicate their actual category in Online Application so as to avail of application fees concession as applicable.

APPLICATION PROCEDURE

- xiii. All candidates have to submit application ONLINE through 'Career section' of GRSE website www.grse.nic.in or on <https://jobapply.in/grse2016>
- xiv. 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 along with GRSE Copy of Application Fee Challan (applicable for General and OBC candidates), self-attested copies of testimonials / certificates in support of Date of Birth, Category, Educational & Professional qualification, Experience, Ex-Servicemen, PH etc. through **ORDINARY POST** only to **Post Box No. 3076, Lodhi Road, New Delhi – 110003**, so as to reach within the due date of **18 March 2016**. The envelope containing the application and supporting documents should be super-scribed with **"GRSE Employment Notification No. OS: 02/16"** and **"Post Applied for"**.
- xv. Serving candidates of Govt. / Semi-Govt. / PSUs / Autonomous Organization are further required to forward the auto-generated printout along with self-attested copies of supporting documents through proper channel before the due date of **18 March 2016** to the address mentioned at Para xiv or produce No Objection Certificate (NOC) at the time of interview.
- xvi. Please note that candidature of the candidate is liable to be cancelled if he/she submits more than one application for same post.
- xvii. **Incomplete application / application without supporting documents is liable to be rejected.**
- xviii. The detailed procedure of application and other details are available in **"Career Section"** of GRSE Website: www.grse.nic.in and also in <https://jobapply.in/grse2016>
- xix. The selection for all posts will be through interview.
- xx. **All correspondence with candidates shall be done through e-mail only. All information regarding Interview Call Letter etc. shall be provided through e-mail uploaded at the time of application / uploading on GRSE website.** Responsibility of receiving, downloading and printing of Interview Call Letter or 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 delivery of e-mails to Spam/Bulk mail folder or for delay / non-receipt of information if a candidate fails to access his / her mail / website in time or DND activated mobile no. etc.

APPLICATION FEE

- xxi. **Application fees of ₹500/- and Bank charges of ₹50/- (Total fees ₹550/-)** to be deposited through Bank Challan mode at any branch of State Bank of India (SBI) by the applicants (General / OBC only). Applicants belonging to SC / ST / PH / Internal Candidates are exempted from payment of Application Fee.
- xxii. The application fee is non-refundable and hence candidates are advised to ensure their eligibility for the post before applying.
- xxiii. Please refer “**Guidelines to Apply Online**” in the portal <https://jobapply.in/grse2016> for details regarding remittance of Application Fee through Bank Challan in SBI Branches.
- xxiv. No other mode of payment will be accepted.

xxv. **From PSU / Govt. Department / Armed Forces:**

The equivalent pay scales in the various grades on both CDA and IDA are given below:

Posts	Grade	CDA Pay Scales	IDA Pay Scales
GM	E-7	37400-67000-PB4-GP 8700	43200-66000
AGM	E-6	37400-67000-PB4-GP 8700	36600-62000
DGM	E-5	37400-67000-PB4-GP 8000 / 37400-67000-PB4-GP 8700	32900-58000
SM	E-4	15600-39100-PB3-GP 7600	29100-54500
MGR	E-3	15600-39100-PB3-GP 6600	24900-50500
DM	E-2	15600-39100-PB3-GP 6600	20600-46500
AM	E-1	15600-39100-PB3-GP 5400	16400-40500

xxvi. **From Private Sector:**

The applicants working in private sector should indicate their total Cost to Company (CTC) head wise with supporting document (monetary & cash part both inclusive) and should indicate their organization structure and their position in the organization hierarchy and should be drawing the comparable CTC of immediate lower Grade

GENERAL TERMS AND CONDITIONS

- xxvii. **The mere fact that a candidate has submitted application against the advertisement and apparently fulfilling the eligibility criteria as prescribed in the advertisement would not bestow on him / her the right to be definitely considered for selection process.**
- xxviii. **The experience mentioned against the post excludes any kind of traineeship including Management Trainee / Graduate Engineer Trainee etc.**
- xxix. In addition to Basic pay, Industrial DA, HRA, other perks @50% of Basic Pay, CPF, Gratuity etc. are admissible as per the Company's Rules. The present CTC per annum in GM (E-7) grade is ₹19.3 lakhs, AGM (E-6) is ₹16.4 lakhs, DGM (E-5) is ₹14.7 lakhs, SM (E-4) is ₹13.0 lakhs, MGR (E-3) is ₹11.1 lakhs, DM (E-2) is ₹9.2 lakhs and AM (E-1) is ₹7.4 lakhs. In addition, Performance Related Pay will be applicable.

- xxx. 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.
- xxxi. Option of Hindi medium shall be given in interview.
- xxxii. If selected, the candidates can be posted to any Unit / Project / location of the company.
- xxxiii. Final selection of candidates is subject to medical fitness by Company's Medical Officer as per company's Recruitment Rules.
- xxxiv. Outstation candidates called for interview will be paid travel re-imbursement as under:
 (a) **General Manager** – Both ways Air fare by Economy class at actual (by shortest route from place of residence / place of work to Kolkata) whichever is less on production of tickets / receipts and Boarding Pass for incoming journey.
 (b) **Additional General Manager, Deputy General Manager, Senior Manager, Manager & Deputy Manager** - Both ways AC 2 Tier Railway fare at actual (by shortest route from place of residence / place of work to Kolkata) whichever is less on production of tickets / receipts for incoming journey.
- xxxv. 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.
- xxxvi. Management reserves the right to call for any additional documentary evidence in support of education and experience of the applicants.
- xxxvii. **In case, at any time, it is found that the candidate is not meeting the eligibility criteria, the candidature will summarily be rejected forthwith without assigning any reason thereof. In that event, no reimbursement of travelling expenses and medical 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.**
- xxxviii. Furnishing of false information or concealment / suppression of factual information will render the candidate unfit for employment and GRSE will not be responsible for any consequence of furnishing of such wrong / false information.
- xxxix. For any dispute, the Jurisdiction shall be Kolkata.

IMPORTANT DATES

<u>Sl.</u>	<u>Details</u>	<u>Dates</u>
(a)	Start Date for Online Registration	17 Feb 2016 (1400 hrs.)
(b)	Closing Date for Online Registration	08 Mar 2016 (2359 hrs.)
(c)	Remittance of application fees in Bank (SBI) (during Banking hours on working days)	From 19 Feb 2016 To 10 Mar 2016
(d)	Receipt of hardcopy of application signed by candidate along with GRSE copy of Bank Challan (if applicable) and certificates / testimonials in support of eligibility.	18 Mar 2016

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