Advt. 05/2017

EXECUTIVES
FOR WEBSITE

GOA SHIPYARD LIMITED

SHIPBUILDERS, SHIPREPAIRERS & ENGINEERS
(A Government of India Undertaking-Ministry of Defence)
(ISO 9001-2008 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 from **Indian Nationals** for post of Management Trainee (Marketing) on Fixed Term Employment basis in the Industrial Dearness Allowance (IDA) Pay scale.

Eligible & Interested candidates are required to apply online through our website www.goashipyard.com or www.goashipyard.co.in

Direct Recruitment on Fixed Term Employment basis

S. N.	Name of the Post / Grade	No. of Vacancies	Reservation	Upper age limit as on 30.04.2017	Pay Scale (in ₹)
1.	Management Trainee (Marketing) / E-1	01	UR	28 years	16,400-3%-40,500

Pay scales are due for revision w.e.f. 01.01.2017

Time Frame:

Date of commencement of Online Applications	**12.05.2017**
Last date for Submitting Online Applications	**08.06.2017 (till 17:00 hrs)**
Last date for Submission of Hard Copies along with required documents	**14.06.2017**

I) Persons with Disabilities (PwD):

Only such person, who suffers from not less than 40% of relevant Disability are eligible to be considered under PWD as per "The Persons With Disabilities (Equal Opportunities, Protection of Rights & Full Participation) Act-1995" & "The Rights of Persons with Disabilities Act, 2016". The categories are

a) Blindness and Low Vision;
b) Deaf and Hard of Hearing;
c) Locomotor Disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy;
d) Autism, Intellectual Disability, specific learning disability and mental illness;
e) Multiple Disabilities from amongst person under clauses (a) to (d) including deaf-blindness in the posts identified for each disabilities.

VH	Visually Handicap	Blindness and Low Vision
HH	Hearing Handicap	Deaf and Hard of Hearing
OH	Orthopedically Handicap	Locomotor Disability including cerebral palsy, leprosy cured, dwarfism, acid attack victim and muscular dystrophy
MH	Multiple Disability	Multiple Disability from amongst person under the point (a) to (d) above including deaf- blindness in the posts identified for each disability

The upper age limit for PwD candidates will be relaxed upto 5 years (10 years for SC/ST and 8 years for OBC). Goa Shipyard Limited encourages the participation of PwD candidates. We provide all user friendly facilities like open and adjusted seating facility , minimal use of stairs, provision of holding exam on ground floor and extra time for answering paper (specially for VH candidates). GSL is committed to protect the legitimate rights of PwD candidates.

II) Ex-Servicemen:
Age relaxation will be granted to ex-servicemen who have served in the Armed Forces to the extent of their service in the Armed Forces and the resultant age should not exceed the maximum age limit prescribed for the post by more than 03 years.

DETAILS OF POSTS AND TERMS AND CONDITIONS

1. Management Trainee (Marketing) – 01 (E-1) (UR-01)

Essential Educational Qualification: Full time Graduation in Engineering from a recognized University / Institute **AND** Full time MBA/PGDM with (major) specialization in Marketing Management from a recognized University / Institute.

The selected candidate will undergo "On the Job training" for a period of one year which may be extended if necessary. During the training period the candidate will be paid a basic pay of ₹16,400/- per month in the pay scale of ₹ 16400-3%-40500 (E-1 grade) plus other allowances / benefits as applicable to Management Trainees in accordance with the GSL policy. On satisfactory completion of training, based on the company's requirement and depending upon the performance during the training period, they may be considered for absorption as Assistant Manager (Marketing) on Fixed Term Employment basis in the E-1 grade carrying pay scale of ₹ 16400-3%-40500 or its equivalent as revised from time to time for a period of 3 years or as per the Fixed Term Employment policy in vogue. On satisfactory completion of the training and on absorption as Assistant Manager (Marketing) on fixed term employment, they will be given one increment in the scale. All Management Trainees considered for absorption as Assistant Manager will be on probation for a period of one year from the date of absorption as Assistant Manager. The period of 01 year as Management Trainee (or extended period as Management Trainee) will not be counted as service and for other consequential service benefits.

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.

2) Non-receipt of hardcopy of application, incomplete application, applications not supported by attested copies (self-attested) of relevant documents, not fulfilling the eligibility criteria or those applications received after the last date for receipt of application shall not be considered and shall be treated as "**REJECTED**" and no communication will be made for the same. It is further informed that if a candidate submits the application ONLINE, but does not submit the hard copy of the application along with required documents and fees (as applicable) his / her candidature will be summarily rejected.

3) Management reserves the right to increase or decrease the number of posts advertised and / or to fill and / or not to fill the posts advertised and also to fill up future vacancies, if any from the valid panel of selected candidates as per the rules of the company and mere fulfillment of qualifications and other requirements as laid down does not entitle a candidate to be called for written test / interview or any other mode of selection or combination of selections processes

either thorough ONLINE / OFFLINE mode. The decision of the Management will be final and binding on all the candidates in this regard.

4) If PwD 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.

5) Benefits for posts such as DA, HRA and other allowances will be applicable to the grade as per rules.

6) 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 interview without which the candidates will not be interviewed.

7) Last drawn salary shall be protected for PSU / Government employees and Commander / Captain of Indian Navy or Coast Guard equivalent if applicable as per Government of India / GSL guidelines.

8) Management reserves the right to raise the eligibility criteria for short listing the applications.

9) All Outstation candidates shortlisted for interview for the post of Management Trainee will be paid to and fro sleeper class 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.

10) 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 interview. Application format along with ECS form is available on our website under the heading "Advertisements".

11) Candidates having "Wait Listed" tickets for Rail journey are NOT entitled for TA Reimbursement.

12) For any dispute, the Jurisdiction shall be Goa only.

13) The Government directives on reservation for SC/ST/OBC/PWD/Ex-servicemen will be strictly followed.

14) Interim enquiries will not be entertained.

15) Canvassing in any form may lead to disqualification of candidature.

16) Relaxation in age limit for PwD / Ex-Servicemen will be as per Government of India guidelines in force.

17) Internal candidates may get additional relaxation for age as per GSL Rules.

18) 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.

19) An application fee in the form of Demand Draft of **Rs.500/-** (Non-Refundable) in favor of **"Goa Shipyard Limited"** payable at Vasco-da-Gama, Goa is to be submitted per application. No fee is to be paid by SC/ST/PWD/Ex-Servicemen candidates as per Government of India rules. No fee is required to be paid by internal candidates. Application without prescribed fees shall be liable for rejection.

20) The candidates are advised to write their Application / Job Registration number, Name, Mobile Number and Name of post applied for on the reverse side of Demand Draft.

21) 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.

22) Applications received without following the online process will not be entertained. Interested candidates may follow the process as mentioned below for sending their applications online.

23) Corrigendum, if any, will be uploaded on our website only. Candidates are requested to check our website regularly under the heading "Advertisement".

24) Written Test/Interview call letters 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.

25) Information regarding names of eligible candidates, date of interview, 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.

26) Management will not be responsible for non receipt of email and loss of their E-mail ID and password.

27) Unless specified, all the Qualifications must be full time regular and from a recognized Indian University/ Institute approved by AICTE and / or other statutory authority.

28) Candidates possessing the essential education qualifications acquired through Part Time/Correspondence/Distance Education mode are not eligible to apply.

29) In the event of finding difficulty to apply online you may contact us through Email: **recruitment@goashipyard.com**

INSTRUCTIONS FOR APPLYING ONLINE:

Interested candidates may follow the following process for submitting their application online:

Please keep scanned copy ready (preferably JPG/PDF format) of the following documents before proceeding to fill up the Online Application system:

- Passport sized color Photograph with light background (preferably white) without any obstacle covering/obstructing the face and eyes. Size of the file should not exceed 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 not exceed 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 candidate is applying against a post requiring experience.

Other Information for candidates with regard to online application:

1. In case candidates are not fulfilling the eligibility criteria as required for a particular post then the system will not allow the candidates to submit application for the said post or to proceed ahead from that particular page.

   For example: If a candidate doesn't fulfill the age / Work experience criteria as required for a particular job post, then system won't allow the candidate to proceed ahead.

2. Demand Draft is valid for 3 months from the date of issue of the Demand Draft. So, the candidates are advised to submit the application at the earliest after making the DD.

3. 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.

4. Candidates are advised to take two printouts of their system generated online application forms after registering and send one copy of the same to Goa Shipyard Limited along with all the relevant documents in support of their age, qualification, experience and caste (if applicable) and preserve the second copy for future references.

5. If the data provided by candidate is not valid or as per the prescribed format, an error message will be displayed.

Candidates are required to print a copy of the application form and attach the original Demand Draft, self attested Xerox copies of all relevant mark sheets / certificates as applicable and post the online application form, Demand Draft and attached documents to: **The Chief General Manager (HR&A), Dr. B.R Ambedkar Bhavan, Goa Shipyard Limited, Vasco-Da-Gama, Goa – 403802**, in support of the details entered in the Online Application System.

Online Application opens from 00.00 hrs on 12.05.2017 and closes at 17.00 hrs on 08.06.2017

LAST DATE FOR RECEIPT OF THE PRINT OUT OF ONLINE APPLICATION FORM AT GOA SHIPYARD LIMITED: 14.06.2017

APPLICATIONS OF THE CANDIDATES NOT MEETING THE ELIGIBILITY CRITERIA AS LAID DOWN IN THE ADVERTISEMENT WILL BE AUTOMATICALLY REJECTED.