



Advt. No. 01/2025

FOR WEBSITE

**GOA SHIPYARD LIMITED**  
SHIPBUILDERS, SHIPREPAIRERS & ENGINEERS  
(A Government of India Undertaking-Ministry of Defence)  
(ISO 9001:2015, 14001:2015, 45001:2018 Certified Company)  
**VADDEM, VASCO-DA-GAMA, GOA – 403 802**  
**CIN No U63032GA1967GOI000077**

**Unmatchable Track Record of Execution & Delivery**

GSL is a Central Public Sector Undertaking under Ministry of Defence and is a Schedule 'B' Mini Ratna Category-I Company, engaged in designing and building Ships for Indian Navy, Indian Coast Guard and for other customers including friendly foreign countries. GSL invites online applications from qualified and talented Indian Nationals for the following posts under different disciplines. 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	*No. of Vacancies	Category wise Breakup	Upper age Limit as on 31.01.2025 (in years)	Scale of Pay (IDA- Revised 2017) & Grade
<b>A. REGULAR EMPLOYMENT POSTS:</b>					
1.	Chief General Manager (HR&A)	01	UR-01	UR-54	Rs. 120000-3%-280000 (E-8)
2.	Deputy General Manager (Coordination & Development) i. Delhi Office ii. Mumbai Office	02	UR – 02	UR-44	Rs. 80000-3%-220000 (E-5)
3.	Deputy General Manager (Shiplift & Shipwright)	01	SC-01	SC-49	Rs. 80000-3%-220000 (E-5)
4.	Deputy General Manager (Finance)	02	OBC-02	OBC-47	Rs. 80000-3%-220000 (E-5)
5.	Senior Manager (Technical)	01	OBC-01	OBC-42	Rs. 70000-3%-200000 (E-4)

Sr. No.	Name of the post	*No. of Vacancies	Category wise Breakup	Upper age Limit as on 31.01.2025 (in years)	Scale of Pay (IDA- Revised 2017) & Grade
6.	Senior Manager (Shiplift & Shipwright)	01	UR-01	UR-39	Rs. 70000-3%-200000 (E-4)
7.	Manager Safety (Electrical)	01	SC-01	SC-41	Rs. 60000-3%-180000 (E-3)
8.	Manager (Finance)	02	UR – 01 OBC - 01	UR-36 OBC-39	Rs. 60000-3%-180000 (E-3)
9.	Deputy Manager (Finance)	03	UR- 02 ST-01	UR-33 ST-38	Rs. 50000-3%-160000 (E-2)
<b>B. FIXED TERM EMPLOYMENT (FTE) POST FOR 03 YEARS FURTHER EXTENDABLE UPTO 02 YEARS</b>					
1.	Senior Manager (Administration)	01	UR – 01	UR-39	Rs. 70000-3%-200000 (E-4)

\*The above vacancies include backlog reserved vacancies also.

**UR= Unreserved; SC= Scheduled Caste; ST= Scheduled Tribe; OBC=Other Backward Class**

Note: 1. Post mentioned at B (1) is purely on Fixed Term Employment basis, initially for a period of 03 years. It may further be extended for maximum upto 2 years depending upon the requirement of the organisation and the performance of the individual. It is **NOT** against a regular post, but is on fixed term basis only. The fixed term employment will stand automatically terminated at the end of the period, unless intimated otherwise in writing. GSL does not provide any assurance for regular employment on completion of fixed term tenure.

**Time Frame:**

Date of commencement of Online Applications	28.02.2025
Last date for Submitting Online Applications	27.03.2025 (till 17:00 hrs)
Last date for receipt of hard copies of Online Application form along with the relevant documents and acknowledgement receipt of online payment of application fees (as applicable) at Goa Shipyard Limited	06.04.2025

## **I. DETAILS OF POSTS AND TERMS AND CONDITIONS**

### **A. REGULAR EMPLOYMENT POSTS:**

#### **1. CHIEF GENERAL MANAGER (HR & A) – 01 VACANCY**

**Essential Educational Qualification:** Graduate in any discipline with 2 years full time/ Part time/ Distance learning MBA / MSW / PG Degree / PG Diploma from a recognized University / AICTE approved institution with specialization in HRM / IR / Personnel Management / Labour and Social Welfare / Labour Studies / Social Work.

**Desirable Qualification:** Graduate in Engineering with Degree/ Diploma course in Labour Laws / Training & Development OR LL.B/ B.L.

**Essential Work Experience:** Candidate should have minimum 23 years post qualification relevant work experience out of which at least 10 years in senior position handling HR/IR matters. Defence Personnel with 02 years in Pay level 13 and above meeting the requisite education and experience shall also be considered.

**Desirable Experience:** Experience in strategic HR initiatives like Talent Nurturing & Management, Diversity Management, Employee Counselling, Designing Employee engagement practices and implementation of innovative global HR practices. Knowledge of Government rules and regulations as applicable to CPSEs. Experience in PSU will be preferred.

#### **2. (i) DEPUTY GENERAL MANAGER (COORDINATION & DEVELOPMENT - DELHI OFFICE) – 01 VACANCY**

**Essential Educational Qualification:** Full time Bachelor of Engineering (B.E) /Bachelor of Technology (B.Tech) or full time degree in Humanities/Arts/Science/Commerce/MBA from a recognised University / AICTE approved Institution.

**Desirable Qualification:** Any higher Degree / Diploma / Certificate Course from a recognized University / AICTE approved institution.

**Essential Work Experience:** The candidate should have minimum 13 years Post Qualification experience with any Central Public Undertaking (PSU)/Navy/Air Force/Coast Guard/ Ship building/Ship repair organization. Naval Officers of the rank of Commanders and above or equivalent in Army/Air Force/Coast Guard meeting the experience criteria may also be considered.

**Desirable Experience:** The candidate should possess good communication skills, leadership qualities and good public relation skills. Managerial work experience in the areas of Strategy/ Planning/Business Development/ Key Account Management/ Strategic Partnership Management/New Product Development & Innovation/Sales & Marketing/Commercial Functions/Contract Negotiations/ Procurement/Project

Management/Ship Design and Production/Operations Management/Market Analysis & Evaluation.

*\*Note : The candidate even though selected for Delhi office may be posted in any other location in India/abroad as per Company requirement.*

**(ii) DEPUTY GENERAL MANAGER (COORDINATION & DEVELOPMENT - MUMBAI OFFICE) – 01 VACANCY**

**Essential Educational Qualification:** Full time Bachelor of Engineering (B.E) /Bachelor of Technology (B.Tech) or full time degree in Humanities/Arts/Science/Commerce/MBA from a recognised University / AICTE approved Institution.

**Desirable Qualification:** Any higher Degree / Diploma / Certificate Course from a recognized University / AICTE approved institution.

**Essential Work Experience:** The candidate should have minimum 13 years Post Qualification experience with any Central Public Undertaking (PSU)/ Navy/ Army/ Air Force/ Coast Guard/ Ship building/ Ship repair organization. Naval Officers of the rank of Commanders and above or equivalent in Army/Air Force/Coast Guard meeting the experience criteria may also be considered.

**Desirable Experience:** The candidate should possess good communication skills, leadership qualities and good public relation skills. Managerial work experience in the areas of Strategy/ Planning/Business Development/ Key Account Management/ Strategic Partnership Management/ New Product Development & Innovation/ Sales & Marketing/Commercial Functions/Contract Negotiations/ Procurement/Project Management/ Ship Design and Production/ Operations Management/ Market Analysis & Evaluation.

*\*Note: The candidate even though selected for Mumbai office may be posted in any other location in India/abroad as per Company requirement.*

**3. DEPUTY GENERAL MANAGER (SHIPLIFT & SHIPWRIGHT ) - 01 VACANCY**

**Essential Qualification & Experience:** Full time regular Bachelor of Engineering (B.E) / Bachelor of Technology (B. Tech) in Ship Building / Naval Architecture/Mechanical Engineering with minimum 13 years relevant experience OR Diploma in Mechanical/Shipbuilding/Naval Architecture with minimum 23 years relevant experience. The Experience shall preferably be in Shipyards/Dockyards out of which minimum of 03 years experience in docking and undocking of vessels in Dry dock/Ship lift/Floating Dock in Officer/Executive category. Naval Officers of the rank Commanders and above or equivalent in Coast Guard with above qualification and meeting the experience criteria may also be considered.

**Desirable Experience :** Candidate should have Knowledge in the areas of Launching, Docking, Undocking, Berthing of vessel and Un-berthing of vessel and should have knowledge in Docking of ship in Dry-dock/Floating dock/Ship lift/Slipway and Should be able to prepare keel blocks and shaped block in dock as per docking plan. The incumbent should be capable of handling ships in limited water front and also berthing/unberthing activities. He should be well conversant with dock safety rules and will be required to operate and maintain all lifting and hauling appliances accordingly. Persons having experience in WOT /CGRPT/ Dock Yards with Dry dock/ floating dock/Ship lift/Slip way will have an added advantage.

#### **4. DEPUTY GENERAL MANAGER (FINANCE) – 02 VACANCIES**

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

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

**Essential Work Experience:** Candidate should have minimum 13 years post qualification relevant work experience in one or more of the following areas:

- i. Finance and Accounts: Finalizing the annual accounts in compliance with all statutory requirements and Accounting Standards, Dealing with Internal and Statutory Auditors/CAG, MIS.
- ii. Costing & Budgeting: Costing, Capital and Revenue Budgeting, MIS
- iii. Financial Management / Funds management: Treasury management that includes investment of surplus funds in compliance to RBI/ DIPAM guidelines, liaison with financial institutions for fund based/ non-fund based facilities/ Forex management.
- iv. Taxation: Corporate Taxation, Direct and Indirect Taxation, GST compliances & assessment.
- v. Vetting of Procurement & Financial proposal, etc.
- vi. Vendor /Sub contractor's/ Import/ payments & TDS Compliances, Sales Billing & accounting, project accounting, Export Accounting and Compliances, Payroll etc

**Desirable Experience:** Familiar/ knowledge of Government rules and regulations as applicable to CPSEs. Experience in Financial Institutions/ NBFCs/ Public Sector Organizations/ Joint ventures of PSEs/Central Govt/ State Govt/ Autonomous body/ Private Sector. Experience in ERP applications..

#### **5. SENIOR MANAGER (TECHNICAL) – 01 VACANCY**

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

**Desirable Qualification:** Post Graduate Degree/Diploma in Engineering/ Technology.

**Essential Work Experience:** The candidate should have minimum 10 years post qualification relevant work experience in design/ installation & commissioning/ operation/maintenance/ repairs/ planning/ production of weapon & sensor equipment of warships. Naval Officers of the rank Lieutenant Commanders and above or equivalent in Army / Air Force / Coast Guard meeting the experience criteria may also be considered.

**Desirable Experience:** Relevant experience in Naval Dockyards/ Shipyards/ Trial Agencies/ Naval Projects/ Weapon Units/ Overseeing Teams/ IHQ MoD (N) Professional/ Design Directorates/ Testing & Tuning Units/ WESEE etc. would be preferred.

## **6. SENIOR MANAGER (SHIPLIFT & SHIPWRIGHT ) - 01 VACANCY**

**Essential Qualification & Experience:** Full time regular Bachelor of Engineering (B.E) / Bachelor of Technology (B. Tech) in Ship Building / Naval Architecture/Mechanical Engineering with minimum 10 years relevant experience OR Diploma in Mechanical/Shipbuilding/Naval Architecture with minimum 20 years relevant experience. The Experience shall preferably be in Shipyards/Dockyards out of which minimum of 03 years experience in docking and undocking of vessels in Dry dock/Ship lift/Floating Dock in Officer/Executive category. Naval Officers of the rank Lieutenant Commanders and above or equivalent in Coast Guard with above qualification and meeting the experience criteria may also be considered.

**Desirable Experience :** Candidate should have Knowledge in the areas of Launching, Docking, Undocking, Berthing of vessel and Un-berthing of vessel and should have knowledge in Docking of ship in Dry-dock/Floating dock/Ship lift/Slipway and Should be able to prepare keel blocks and shaped block in dock as per docking plan. The incumbent should be capable of handling ships in limited water front and also berthing/unberthing activities. He should be well conversant with dock safety rules and will be required to operate and maintain all lifting and hauling appliances accordingly. Persons having experience in WOT /CGRPT/ Dock Yards with Dry dock/ floating dock/Ship lift/Slip way will have an added advantage.

## **7. MANAGER SAFETY (ELECTRICAL) – 01 VACANCY**

**Essential Educational Qualification:** Full time regular Bachelor of Engineering (B.E.) / Bachelor of Technology (B. Tech.) from a recognized University/ AICTE approved institution with specialization in Electrical Engineering and full time 01 year Diploma in Industrial Safety from Central Labour Institute (CLI) OR Regional Labour Institute (RLI) / 02 years Post graduate Degree from a recognized University/ AICTE approved institution in Safety Engineering/ Industrial Safety etc.

**Desirable Qualification:** Recognition of Safety Officer Certificate from Inspectorate of Factories Goa as per Goa Factories Rules. Should have adequate knowledge of the language spoken by majority of the workers.

**Essential Work Experience:** The candidate should have minimum 07 years post qualification relevant work experience in Safety.

**Desirable Experience:** Relevant work experience in the areas of Occupational Health, Safety & Environment, analysis & evaluation etc., and in systems such as ISO-EMS, OHSAS etc. Above work experience preferably from ship building/ ship repairs or shipbuilding related large organizations

## **8. MANAGER (FINANCE) - 02 VACANCIES**

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

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

**Essential Work Experience:** Candidate should have 07 years post qualification relevant experience in Finance/Accounts in one or more of the following areas

1. Vendor /Sub contractor's/Miscellaneous payments & TDS Compliances
2. Corporate Insurance
3. Import payments & accounting Export Accounting and Compliances
4. Payroll &TDS Compliances
5. Sales Billing & Accounting, TCS Compliances, Project Accounting.
6. GST / Tax Compliances
7. Direct and Indirect Taxation
8. Finance and Accounts: Finalizing the annual accounts in compliance with all statutory requirements and Accounting Standards, Dealing with Internal and Statutory Auditors/CAG, MIS.

**Desirable Experience:** Familiar/ knowledge of Government rules and regulations as applicable to CPSEs. Experience in Financial Institutions/ NBFCs/ Public Sector Organizations/ Joint ventures of PSEs/Central Govt/ State Govt/ Autonomous body/ Private Sector. Experience in ERP applications.

## **9. DEPUTY MANAGER (FINANCE) - 03 VACANCIES**

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

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

**Essential Work Experience:** Candidate should have 04 years post qualification relevant experience in Finance/Accounts in one or more of the following areas

1. Vendor /Sub contractor's/Miscellaneous payments & TDS Compliances
2. Corporate Insurance
3. Import payments & accounting Export Accounting and Compliances
4. Payroll &TDS Compliances
5. Sales Billing & Accounting, TCS Compliances, Project Accounting.
6. GST / Tax Compliances
7. Direct and Indirect Taxation
8. Finance and Accounts: Finalizing the annual accounts in compliance with all statutory requirements and Accounting Standards, Dealing with Internal and Statutory Auditors/CAG, MIS.

**Desirable Experience:** Familiar/ knowledge of Government rules and regulations as applicable to CPSEs. Experience in Financial Institutions/ NBFCs/ Public Sector Organizations/ Joint ventures of PSEs/Central Govt/ State Govt/ Autonomous body/Private Sector. Experience in ERP applications.

## **B. FIXED TERM CONTRACT EMPLOYMENT VACANCY**

### **1. SENIOR MANAGER (ADMINISTRATION) - 01 VACANCY**

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

**Desirable 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:** Candidate should have 10 years Post qualification relevant experience.

**Desirable Experience:** Experience in Security, Housekeeping, Administration, Fire, implementation of Rajbhasha, Transport administration, event management/logistics /contract management, facility management.

## **II. EMOLUMENTS:**

<b>Grade</b>	<b>Pay scale</b>	<b>Approx. CTC (Rs. in lakhs)</b>
E-8	Rs. 120000-3%-280000	37.45
E-5	Rs. 80000-3%-220000	24.69
E-4	Rs. 70000-3%-200000	21.61 / 19.73 (FTE)
E-3	Rs. 60000-3%-180000	18.50
E-2	Rs. 50000-3%-160000	15.44



In addition, other benefits like Accident Insurance Coverage, Contributory Medical Insurance Policy, Welfare items, etc. will be applicable as per Company Rules. Further Pay fixation/Pay protection may be considered as per Govt /GSL Guidelines.

### **III. EDUCATIONAL QUALIFICATION:**

A. Educational Qualification for Engineering Discipline:

Lateral Entry to 3rd Semester of 8 Semester course/ 2nd year of 4 years course will also be considered as equivalent qualification.

#### **1. Grouping of Disciplines in Engineering Degree – Technical Disciplines**

- Mechanical – Mechanical/Mechanical & Industrial Engg./Mechanical & Production Engg./Marine Engineering
- Naval Architecture – Naval Architecture/ Naval Architecture & Shipbuilding/ Naval Architecture & Ocean Engg/ Naval Architecture & Marine Engg/ Naval Architecture & Offshore Engg.
- Electrical – Electrical/Electrical & Electronics/Electrical & Instrumentation.
- Electronics – Electronics/Electronics & Communication/Applied Electronics & Instrumentation/Electronics & Telecommunication/Electronics & Instrumentation/Instrumentation & Control.

2. Post graduate integrated Degree Courses will also be allowed for Engineering disciplines in Technical posts. The integrated Professional Technical qualification should be of 5 years duration after 10+2 qualification.

3. The date of declaration of result / issuance of passing certificate shall be deemed to be the date of acquiring the qualification and there shall be no relaxation on this account.

### **IV. EXPERIENCE:**

- (i) 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:-

<b>Sl. No</b>	<b>Post Notified</b>	<b>Immediate Lower payscale (IDA)</b>	<b>Years of service in the Immediate Lower payscale</b>
1	Chief General Manager	Rs.100000-3%-260000 (E-7)	<b>2 years specifically in E-7 grade</b>
2	Deputy General Manager	Rs. 70000-3%-200000 (E-4)	2
3	Senior Manager	Rs. 60000-3%-180000 (E-3)	2
4	Manager	Rs. 50000-3%-160000 (E-2)	2
5	Deputy Manager	Rs. 40000-3%-140000 (E-1)	2

- (ii) For candidates in CDA payscale, the immediate lower payscale as per GSL policy will be followed and shall have 2 years of service in immediate lower payscale.
- (iii) For candidates applying from Private Sector organizations, preceding two years experience should be in a company having atleast annual turnover of Rs 100 crores and the incumbent should have discharged duties in a similar role Or For Finance candidates applying from consultancy firms/Audit firms having atleast annual turnover of Rs.10 Cr in the last two preceding financial years and the incumbent should have discharged duties in a similar role. The Annual Turnover criteria will not be applicable for SM(Admin) post being on Fixed term contract basis.
- (iv) Candidates working in PSUs on consolidated pay / fixed term tenure will be considered in line with Private Sector Organisations.

## **V. RESERVATIONS**

- (i) Reservation for SC/ST/OBC (Non- Creamy Layer) as applicable has been indicated against each post. However, candidates from reserved category fulfilling eligibility criteria may also apply for the posts earmarked for UR as per Govt. Rules. Such 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.
- (ii) Candidates from reserved category will have to submit caste certificate, in the Prescribed Proforma 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. The candidates under PwBD category will have to submit the disability certificate from the designated authority as stipulated in Rights of Persons with Disabilities Act, 2016 indicating clearly the percentage of disability.
- (iii) If the SC/ST/OBC (NCL) 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 it is found to be false penal action will be taken against such candidates as per rules of GSL and Government guidelines as applicable.
- (iv) Ex-Servicemen / Ex-Agniveer can also apply against the advertised posts subject to fulfilling the eligibility criteria. Their candidature will be considered as per Government guidelines in vogue. Reservation for Ex-Agniveers will be considered as per Govt. Directive.
- (v) Concessions & relaxations will be granted to PwBD candidates applying against the said posts. Their candidature will be considered as per Government guidelines in vogue.

## **VI. AGE RELAXATION:**

- (i) Relaxation in age limit for SC/ST/OBC/PwBD/Ex-Servicemen/Ex-Agniveer will be as per Government of India guidelines in force.
- (ii) Age relaxation will be as per GSL Rules to candidates working or previously worked in GSL.
- (iii) Relaxation in the upper age limit mentioned against each post may be granted to any candidate to the extent of excess years of relevant post qualification experience possessed by the candidate vis-à-vis the notified years of post-qualification experience for each post. However, considering all the age relaxations, 03 years residual service should be available as on cut off date.

## **VII. SELECTION PROCESS:**

The selection for all posts will be through interview only. Management reserves the right to raise the minimum eligibility criteria for short listing the applications in case of larger response. Management further reserves the right to decide the criteria for screening / shortlisting of applications.

## **VIII. 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, attach all the relevant documents and post the same to Goa Shipyard Limited.
- 2) An application fee of ₹ 500/- (Non-Refundable) is to be paid online through SBI e-pay (by debit card/ credit card/ net banking etc.). Application without prescribed fees shall be liable for rejection. SC/ST/PwBD/Ex-Servicemen candidates are exempted from payment of application fee, as per Government of India rules. No fee is required to be paid by internal candidates who apply for the said posts.
- 3) The candidates applying for more than one post have to submit separate applications along with the prescribed application fee for each post.
- 4) Application fee is non-refundable; therefore candidates are requested to verify their eligibility thoroughly before making any payment. The candidature of applicants submitting fee of lesser amount or depositing fee through any other mode other than the prescribed method, will be rejected. The application fee paid by the ineligible candidates shall be forfeited and no correspondence shall be entertained in this regard.

- 5) Mere fulfilment of qualifications and other requirements as laid down does not entitle a candidate to be called for selection process.
- 6) 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. GSL Management in its sole discretion reserves the right to increase / reduce the number of vacancies notified. In case sufficient candidates have not applied or sufficient candidates are not provisionally shortlisted after scrutiny, GSL management reserves the right to cancel the Selection Process.
- 7) 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.
- 8) Management reserves the right to deploy the selected candidates in any location/department as per requirements of the Company, irrespective of the post he has been originally selected for.
- 9) Outstation candidates qualified for interview will be paid travelling allowance as given below by shortest route from the place of residence (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.

Name of the post	Eligibility
Chief General Manager	Economy Class Air Fare
Deputy General Manager & below	AC II tier

- 10) Payment of TA shall be made through ECS mode only and candidates are expected to bring necessary details for making the payment through ECS mode. Application format along with ECS form is available on our website under the heading **“Notice Board - Careers - Advertisements”**.
- 11) Interim enquiries will not be entertained.
- 12) Canvassing in any form will be a disqualification of their candidature.
- 13) 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.
- 14) Management reserves the right to call for any additional documentary evidence in support of education, experience, CTC/Pay-scale etc. of the applicants.

- 15) In case, at any time, it is found that the candidate is not meeting the eligibility criteria, the candidature will summarily be rejected forthwith. In that event, no reimbursement of travelling 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
- 16) Management reserves the right to reject the candidature if it is found that false or fabricated information is furnished in the application. The selection of any candidate is liable to be cancelled even after his/her selection on confirming that any information submitted by the candidate is false / fabricated.
- 17) Management reserves the right to cancel the advertisement and/or the selection process thereto without assigning any reason.
- 18) 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.
- 19) Corrigendum, if any, will be uploaded on our website only. Candidates are requested to check our website regularly under the heading “**Notice Board - Careers - Advertisement**”.
- 20) 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.
- 21) Information regarding names of eligible candidates, date of selection, names/roll number of selected candidates etc. will be hosted on the website under the heading “Notice Board - Careers - Advertisement” for which the candidates are requested to visit our website regularly.
- 22) Management will not be responsible for non receipt of email and loss of their E-mail ID and password.
- 23) **Upper age limit and experience will be considered as on 31.01.2025.**
- 24) In the event of finding difficulty to apply online the candidates may contact us through Email: [recruitment@goashipyard.com](mailto:recruitment@goashipyard.com)
- 25) Applications filled online contrary to instructions given shall be rejected.
- 26) For any dispute, the Jurisdiction shall be Goa only.

## **INSTRUCTIONS FOR APPLYING ONLINE**

Visit our website [www.goashipyard.in](http://www.goashipyard.in) and under the link Notice Board- '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 450kb.
- 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.
- Scanned copy of SSC certificate as proof of date of Birth not more than 500 kb in size.
- Scanned copy of Educational qualification mark sheet & 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.
- Scanned copy of Online Transaction Receipt not more than 500 kb.
- Scanned copy of Aadhar Card not more than 500 kb.

## **INSTRUCTIONS FOR ONLINE PAYMENT**

- After completion of Personal information in online application form the candidates have to fill the Payment details and make the online payment of application fees.
- An application fee of ₹ 500/- (Non-Refundable) is to be paid online through SBI e-pay (by debit card/ credit card/ net banking etc.). Application without prescribed fees shall be liable for rejection. SC/ST/PwBD/Ex-Servicemen candidates are exempted from payment of application fee, as per Government of India rules. No fee is required to be paid by internal candidates who apply for the said posts.
- After submitting your payment information in the online application form, please wait for the intimation from the server. Do not press back or refresh button in order to avoid double charges
- On successful completion of the transaction, "Fee receipt" would be generated. Candidates have to download and take print of fee receipt.
- Non-generation of 'Fee Receipt' indicates PAYMENT FAILURE. In case of failure of payment, candidates are advised to login again and repeat the process payment.
- After successful payment transaction, kindly upload the required documents and submit the online application form.

**OTHER INFORMATION FOR CANDIDATES WITH REGARD TO ONLINE APPLICATION:**

1. After filling up the data in the Online Application System and checking the Terms & Conditions check box, on clicking the submit button, the candidate will not be allowed to edit his application details.
2. After completion of online application form, the candidates are required to take two print out of auto generated filled in Application Form, put their signature at designated places and send one copy along with Fee receipt (as applicable), self-attested copies of testimonials/certificates in support of Date of Birth, Caste, Educational & Professional qualification, Experience, CTC/Pay-scale, Ex-Serviceman, EWS, PwBD etc to Goa Shipyard Limited. Kindly preserve the second copy for future references.
3. Address for forwarding the hard copy of online application along with relevant documents is as follows: **HOD (HR&A), HR&A Department, Goa Shipyard Limited, Vasco-Da-Gama, Goa – 403802.**

**Online Application opens from 00.00 hrs on 28.02.2025 and closes at 17.00 hrs on 27.03.2025.**

**LAST DATE FOR RECEIPT OF THE PRINTOUT OF THE ONLINE APPLICATION FORM ALONG WITH HARD COPIES OF RELEVANT DOCUMENTS AT GOA SHIPYARD LIMITED IS ON OR BEFORE 06.04.2025.**

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