



गार्डेन रीच शिपबिल्डर्स एण्ड इंजिनियर्स लिमिटेड Garden Reach Shipbuilders & Engineers Limited

(A Govt. of India, Ministry of Defence, Undertaking)

CIN NO. : L35111WB1934GOI007891

Regd.& Corporate Office: GRSE Bhavan, 61, Garden Reach Road, Kolkata – 700024 ; Website: www.grse.in

EMPLOYMENT NOTIFICATION NO. 2024/04 (O)

RECRUITMENT OF OFFICERS (DETAILED ADVERTISEMENT)

GRSE Ltd. is one of the premier Defence Shipyards and Mini Ratna, Category -I Company. It is effectively contributing to the defence preparedness of the country by building different sophisticated and 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: 06 Mar 2024 (from 14:00 Hrs.)

Closing date for Online registration: 27 Mar 2024 (upto 23:59 Hrs.)

<u>Sl. No.</u>	<u>Name of Post/ (Grade)</u>	<u>Scale of pay (IDA)</u>	<u>Max. Age as on 01 Mar 2024</u>	<u>Discipline/ Posts/ Reservation</u>	<u>Minimum Qualification</u>	<u>Minimum Years of post-qualification experience as on 01 Mar 2024</u>
I	PERMANENT EMPLOYMENT					
(A)	Deputy Manager (E-2)	50000- 3%-160000	35 years	Finance - 01 (OBC)	Chartered Accountant (CA)/ Cost & Management Accountant (CMA)	<p>i. 05 years' post qualification experience in dealing with financial matters, either singularly or collectively, i.e. "Budgeting", "Costing", "Banking", "Taxation", "Finalisation of accounts", "Exposure in Audit Related matters", "Financial Concurrence in various procurements" and "compliance matters related to Finance".</p> <p>ii. Naval Officers of the rank of Sub-Lieutenant and above or equivalent in Army / Air Force / Coast Guard 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 AM Grade (E-1) for minimum 2 years.</p> <p>iv. For details refer Note 6.</p>

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(B)	Deputy Manager (E-2)	50000- 3%-160000	35 years	Medical-01 (UR)	MBBS degree from any University recognized by Medical Council of India (MCI)	<p>i. 05 years' post qualification experience. Private practitioners with above experience may also be considered.</p> <p>ii. 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 (E-1) for minimum 2 years.</p> <p>iii. Naval Officers of the rank of Sub-Lieutenant and above or equivalent in Army / Air Force / Coast Guard meeting the experience criteria may be considered.</p> <p>iv. 1 year relaxation in post qualification experience for candidates having Post Graduate Diploma in Medical field. 2 years relaxation in post qualification experience for candidates having Post Graduate Degree in Medical field.</p> <p>v. For details refer Note 6.</p>
II	<u>FIXED TERM EMPLOYMENT</u>					
(A)	Additional General Manager (E-6) On Fixed Term Contractual Basis for 03 years extendable maximum of 02 years.	90000-3%-240000	50 yrs.	Technical-01 (UR)	<p>Four years full time degree in Engineering or equivalent in the discipline of Mechanical/ Naval Architecture/ Civil/ Production/ Electrical/ Electronics. [For detailed qualification grouping, please refer Note – 1 A (ii)]</p> <p>Desirable- Post Graduate in Engineering/ Technology</p>	<p>i. 20 years' post qualification experience either singularly or collectively in "Ship building" / "Ship design" / "Ship Repair" / "Overseeing the construction / repair of Naval Ships or Submarines/ Ship operations/ EMI/EMC Testing Centre".</p> <p>ii. Experience in handling installation, STW (Setting to Work) and commissioning of Electrical weapon systems / operating and maintaining gas turbines (preferably LM 2500) on board IN Ships / Experience in dealing with Naval / Coast Guard Authorities, CDA, Navy, Cargo clearance by Air & Sea, liasoning with various Materials Organizations / Authorities will be an added advantage.</p> <p>iii. Naval Officers of the rank of Captain and above or equivalent in Army / Air Force / Coast Guard meeting the experience criteria may also be considered. Captain (TS) and Commander with requisite seniority meeting the experience criteria may be considered.</p>

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						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 DGM Grade (E-5) for minimum 2 years. v. For details refer Note 6.

UR=Unreserved, OBC=Other Backward Class

NOTE:

For posts on Fixed Term Contractual basis: Employees engaged on Fixed Term Contract cannot claim permanency and will not be considered for promotion. However, in later part of recruitment, if it is seen that requirement will be for a longer period, they may be absorbed in the permanent roll based on the proven track record of their performance and subject to Organizational requirement and availability of vacancies. A maximum of 50% of such recruitees could be absorbed in the equivalent induction grade in Officer Category.

1. EDUCATIONAL QUALIFICATION

(A) FOR TECHNICAL POSTS

(i) Four years Full Time Engineering Degree (BE, B Tech). Lateral entry to 3rd semester of 8 semester course / 2nd year of 4 years course will also be considered as equivalent qualification.

(ii) **Grouping of Disciplines in Engineering Degree – Technical disciplines**

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

(iii) Only the above-mentioned disciplines will be considered for the recruitment process. Courses / Disciplines with equivalence to the above will not be considered. For all the posts the qualification mentioned at Graduate level (for Technical posts) would be of full time only. No Part Time/Correspondence course will be accepted.

(iv) Post Graduate Integrated Degree Courses will also be allowed for Engineering disciplines in Technical posts.

(B) FOLLOWING WILL BE APPLICABLE FOR ALL POSTS

(i) AICTE / UGC / Government of India recognized / approved Degree / PG Degree courses in concerned discipline (as referred above) awarded by University / Institution recognized by Govt. of India will only be considered.

(ii) 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.

(iii) Candidates having Master Degree in Engineering must possess the minimum qualification prescribed against the post.

(iv) For the post of Deputy Manager (Medical), candidates having higher qualification in medical discipline, the period of experience overlapping with the study of Master degree/ PG Degree/ PG Diploma course shall not be considered for reckoning the post qualification experience.

2. MAXIMUM AGE LIMIT

(i) Maximum age limit for applicants is **35 years for Deputy Manager and 50 years for Additional General Manager (FT) as on 01 Mar 2024**. However, relaxation of age for OBC / Persons with Benchmark Disability (PwBD) / Ex-Serviceman will be as per Govt. rules. The relaxation in age limit for PwBD candidates shall be applicable irrespective of the fact whether the post is reserved or not. Age is not a bar for internal candidates.

(ii) Relaxation in the upper age limit mentioned against each post may be granted to any candidate to 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.

(iii) Maximum age as on cut-off date after all relaxations for all categories including internal candidates shall not exceed 56 years.

3. RESERVATION

(i) Reservation as applicable has been indicated against the post. However, candidates from reserved category fulfilling eligibility criteria may also apply for the posts earmarked for UR as per Government Rules.

(ii) PwBD (Persons with Benchmark Disability) category are required to produce Medical Certificate in prescribed format issued by the Competent Authority as stipulated in The Rights of Persons with Disabilities Act, 2016 having minimum 40% or more disabilities in the category as the case may be.

(iii) Category once entered in the Online Application form will not be allowed to be changed and no benefit of other category will be admissible later on.

(iv) 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 Component Authority should be issued in the current year (FY 2023-24).

(v) 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 may indicate their actual category in Online Application so as to avail of application fees concession as applicable.

4. **APPLICATION PROCEDURE**

- (i) All candidates have to submit application **ONLINE** through '**Career section**' of GRSE website **www.grse.in** or on **https://jobapply.in/grse2024**
- (ii) All candidates are required to apply ONLINE and upload documents supporting age, caste, education, experience etc. in the Online application. In addition to that, take print out of auto generated filled in Application Format, put their signature at designated places and send it along with self-attested copies of testimonials/certificates in support of Date of Birth, Caste, Educational & Professional qualification, Experience, CTC/Pay-scale, Ex-Serviceman, PwBD etc. through **ORDINARY POST** only to **Post Box No. 3076, Lodhi Road, New Delhi – 110003**, so as to reach within **03 Apr 2024**. The envelope containing the application and supporting documents should be super-scribed with "**GRSE Employment Notification No. 2024/04 (O)**" and "**Post Applied for ____**".
- (iii) 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** to the address mentioned above or produce **No Objection Certificate (NOC)** at the time of interview. A candidate may be interviewed without NOC but he/she will not be entitled to any pay-protection benefit and service transfer benefit on joining, if selected.
- (iv) Please note that candidature of the candidate is liable to be cancelled if he / she submit more than one application for same post.
- (v) GRSE will not be responsible for any delay / loss in postal transit of any application or communication.
- (vi) The detailed procedure of application and other details are available in "**Career Section**" of **GRSE Website: www.grse.in** and also in **https://jobapply.in/grse2024**.
- (vii) **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 for delay/non-receipt of information if a candidate fails to access his/her mail/website in time or DND activated mobile no. etc.

5. **SELECTION PROCESS**

The selection for the post will be through interview only.

6. **PAY SCALES**

- (a) **From Navy/Army/ Air Force/ Coast Guard equivalent post & grade**
Defence Force personnel having requisite qualification and experience may be considered for posts as per the following details.

Post advertised	Grade	Pay Scale of the posts advertised	Rank (Navy/Army/Air Force/Coast Guard)
DM	E-2	50000-3%-160000	Sub-Lieutenant or equivalent
AGM (FT)	E-6	90000-3%-240000	Captain or equivalent / Captain (TS)

(b) From PSU / Govt. Department:

- (i) Applicants must have minimum 2 (two) years of experience in the immediate lower grade for the posts advertised.
- (ii) The equivalent pay scales in the various grades on CDA and IDA are given below:

Post advertised	Grade	Pay Scale of the posts advertised	Immediate lower grade Pay Scale	
			CDA Pay Scales (Rs.)/ Level	IDA Pay Scales/ Grade (Rs.)
DM	E-2	50000-3%-160000	56100-3%-177500/ L-10	40000-3%-140000
AGM (FT)	E-6	90000-3%-240000	130600-3%-215900/ L-13	80000-3%-220000

- (iii) Candidates from Central Government/ PSU/ Autonomous Bodies who are on consolidated remuneration or having pay structure other than CDA/ IDA pay scales, comparable CTC criteria (as applicable for candidates from private sector) will be adopted.

(c) From Private Sector:

- (i) The applicants working in private sector should indicate their salary head wise (monetary/cash part) which forms part of Income Tax FORM-16 and Employer's Contribution towards EPF/EPF with supporting document (FORM-16 and EPFO/ Employer statement of Employer's Contribution towards EPF/EPF. They should indicate their organization structure and their position in the organization hierarchy. The comparable gross salary (monetary/cash part) for the purpose of drawing equivalency in next lower grade of GRSE for a minimum period of 02 years, a lower variance up to maximum of 25% of CTC of equivalent grade in GRSE will be reckoned. The variance may be relaxed upto maximum of 40 % of CTC for Private sector candidates at the discretion of Management.
- (ii) The applicants working in private sector should submit Offer of Appointments, Joining letter, Relieving Letters and Experience certificate(s) mentioning date of joining & date of leaving (and also preferably indicating nature of experience), salary certificates for all employments in support of their experience.

Post advertised for the Grade	Approximate CTC of immediate lower grade (Rs.)
AGM (E-6) (FT)	23.21 Lakhs DGM (E-5) (FT)
DM (E-2)	12.30 Lakhs AM (E-1)

(d) Private Practitioners [applying for the post of DM (Finance) & DM (Medical)]

- (i) The applicants for the post of DM (Finance) & DM (Medical) who are private practitioners should submit Income Tax Return (ITR) if FORM-16 is not available for any year. The comparable income from Business & Profession will be considered for the purpose of drawing equivalency in next lower grade of GRSE for a minimum period of 02 years. Maximum variance of 40 % of CTC will be considered in case of Private Practitioners [applying for the post of DM (Finance) & DM (Medical) at the discretion of Management.

(ii) The applicants (private practitioners) should submit documents in support of their duration of experience stated in the application. However, self-declaration for private practice upto a period of 06 months immediately after registration for practice with the respective professional body / Institution for Doctors/ Chartered Accountants shall be considered while reckoning the post qualification experience in case of private practitioners.

7. APPLICATION FEES

- (i) **Application fees is Rs. 590/- which can be remitted through online mode (Payment Gateway).** Applicants belonging to PwBD category/ Internal Candidates are exempted from payment of Application Fee.
- (ii) The application fee is non-refundable and hence candidates are advised to ensure their eligibility for the post before applying.
- (iii) Please refer “**Guidelines to Apply Online**” in the portal <https://jobapply.in/grse2024> for details regarding remittance of Application Fee.
- (iv) No other mode of payment will be accepted.

8. GENERAL TERMS AND CONDITIONS

- (i) 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.
- (ii) The experience mentioned against the post excludes any kind of traineeship including Management Trainee / Graduate Engineer Trainee etc.
- (iii) In addition to Basic pay, Industrial DA, HRA, other perks (35% of basic pay), CPF, Gratuity, Post-Retirement benefits etc. are admissible as per the Rules. For DM (Medical), Non-Practicing Allowance (NPA) is admissible as per rules. **The present CTC per annum for the advertised posts is given below:**

Post advertised for the Grade	Approximate CTC (Rs.) *
AGM (E-6) (FT)	26.11 Lakhs
DM (Medical) (E-2)	16.57 Lakhs
DM (Finance) (E-2)	15.37 Lakhs

* For posting at Kolkata

In addition, Performance Related Pay and Hospitalization benefit will be applicable.

- (iv) 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.
- (v) Option of Hindi medium shall be given in interview.
- (vi) If selected, the candidates can be posted to any Unit / Project / location of the company.
- (vii) Final selection of candidates is subject to medical fitness by Company’s Medical Officer as per company’s Recruitment Rules.
- (viii) Interview will be conducted through online / VC mode. However, if Outstation candidates called for interview, reimbursement of the travelling fare as per following rule will be paid by GRSE

Candidates appearing for interview for the Post advertised for the Grade	Entitlement of reimbursement of travelling fare
AGM (E-6) (FT), DM (E-2)	Both ways AC Two Tier Railway fare or at actual (whichever is less) by the shortest route (from place of residence/place of work to Kolkata) on production of tickets / receipts for incoming journey

- (ix) 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.
- (x) **Corrigendum/Addendum, if any, will be issued in GRSE website only and no other communication will be made either in press or by any other mode.**
- (xi) Management reserves the right to call for any additional documentary evidence in support of education, experience, CTC/Pay-scale/Income etc. of the applicants.
- (xii) **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 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.**
- (xiii) 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.
- (xiv) For any dispute, the Jurisdiction shall be Kolkata.
- (xv) For any other query, please e-mail to recruitment@grse.co.in / grse18@jobapply.in

9. IMPORTANT DATES

<u>Sl.</u>	<u>Details</u>	<u>Dates</u>
(a)	Start Date for Online Registration	06 Mar 2024 (14:00 hrs.)
(b)	Closing Date for Online Registration	27 Mar 2024 (23:59 hrs.)
(c)	Remittance of Application fees	27 Mar 2024 (23:59 hrs.)
(d)	Receipt of hardcopy of application signed by candidate along with Certificates / testimonials in support of eligibility through Ordinary post only.	03 Apr 2024
(e)	Date of Interview	Will be announced later

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