<u>HINDUSTAN SHIPYARD LIMITED : : VISAKHAPATNAM - 530 005</u>

(A Government of India Undertaking) [Eighty years of Service to the Nation]

ADVT NO.HR/ES(O)/0102/02/2022 Dated 02 Mar 2022

HSL is the pioneer Shipbuilding and Ship Repair Yard functioning under the Ministry of Defence. The Company is looking for suitably qualified and experienced personnel with proven track record for the following posts:

On Permanent Absorption Basis:

S.No.	Name of the Post (Grade)	Post Code	No. of posts	Reservation
1	General Manager (HR) (E7)	01/2022/GM01	01	01-UR
2	Deputy General Manager (Finance) (E5)	01/2022/DGM01	01	01-UR
3	Deputy General Manager (Technical) (E5)	01/2022/DGM02	02	02-UR
4	Manager (Technical) (E3)	01/2022/MGR01	07	02-UR; 02-OBC; 02-SC; 01-ST
5	Manager (Commercial) (E3)	01/2022/MGR02	02	01-UR; 01-SC
6	Assistant Manager (Finance) (E1)	01/2022/AM01	01	01-SC (Backlog)

On Fixed Term Contract basis FTC:

S.No.	Name of the Post (Grade)	Post Code	No. of posts	Reservation
1	Project Officer (Technical)	01/2022/DMC01	04	01-UR; 01-OBC; 01-SC; 01-ST
2	Project Officer (HR)	01/2022/DMC02	01	01-UR
3	Dy. Project Officer (Plant Maintenance)	01/2022/AMC01	02	01-UR; 01-SC
4	Dy. Project Officer (Civil)	01/2022/AMC02	02	01-UR; 01-EWS
5	Dy. Project Officer (Technical)	01/2022/AMC03	10	02-UR; 03-OBC; 02-EWS, 02-SC; 01-ST
6	Dy. Project Officer (IT & ERP)	01/2022/AMC04	02	01-OBC, 01-EWS
7	Dy. Project Officer (HR)	01/2022/AMC05	02	01-UR; 01-EWS

Consultant on Fixed Term Contract basis:

S. No.	Name of the Post (Grade)	Post Code	No. of posts
1	Sr. Consultant (Technical) - Delhi Office	01/2022/CON01	01
2	Sr. Consultant (EKM Submarine Project Management & Outsourcing)	01/2022/CON02	01
3	Consultant (Administration) - Delhi Office	01/2022/CON03	01

Important dates for present recruitment process are as indicated below:

S. No.	Important Dates	Date of commencement of ONLINE application	Last Date for Online Submission	Last Date for Hard Copy Submission
1	For Permanent Posts S. No. 2, 5 & 6	02 Mar 2022 From 1000 hrs	30 March 2022 Upto 1700 hrs	05 April 2022
2	For Permanent Posts S. No. 1, 3 & 4	02 Mar 2022 From 1000 hrs	05 April 2022 Upto 1700 hrs	11 April 2022
3	For Fixed Term Contract Posts S. No. 2, 3, 4 &7	02 Mar 2022 From 1000 hrs	11 April 2022 Upto 1700 hrs	15 Apr 2022
4	For Fixed Term Contract Posts S. No. 1, 5 & 6	02 Mar 2022 From 1000 hrs	15 April 2022 Upto 1700 hrs	20 April 2022
5	For Consultants on FTC basis	02 Mar 2022 From 1000 hrs	20 April 2022 Upto 1700 hrs	25 April 2022

1. On Permanent Absorption basis:

S No.	Name of the post (Grade)	Pay Scale (IDA)	Max. Age As on 02 Mar 2022	Discipline/ Reservation & No. of posts	Qualification	Professional experience as on 02 Mar 2022
1	General Manager (E-7)	Rs. 1,00,000 - 2,60,000 (E7) CTC is shown in the table below	50 Yrs.	HR 01 post (UR)	Essential: (a) Full time Graduate in any discipline with not less than 60% marks and (b) Two years full time post graduate degree / diploma in Management with specialization in HR/Personnel Management/Industrial Relations from any recognized University or Institute registered with AICTE with not less than 60% marks. Desirable: Degree in Law	Essential: (a) Experience: (i) The candidate should have at least 20 years of post-qualification experience in Public Sector Undertakings or large and reputed Private Companies (minimum annual turnover of Rs 100 Cr) in various aspects of Human Resource Management and Industrial/Employee Relations. (b) Lower Grade Experience: (i) Candidates from Govt. / PSUs: Should have minimum 3 years' experience in immediate lower grade in pay scale of IDA-Rs. 36,600- 62000 (2007) IDA-Rs. 90,000 – 2,40,000 (2017); CDA/Govt: Rs. 37400-67000 Grade Pay Rs.8700/- (6th CPC Pay matrix)/ Pay level 13 of 7th CPC (ii) Candidates from Private Sector: The candidate should have cumulative experience of at least 5 years during the last ten years at Senior level in organizations of repute have minimum annual turnover of Rs 100 Cr and drawing present CTC of Rs.23 lakhs per annum or above. Should have been holding the position not more than two levels below the board or three levels below the Managing Director. Desirable Skills: Working knowledge of Telugu. Experience of working in an ERP/ computerised environment.

S No.	Name of the post (Grade)	Pay Scale (IDA)	Max. Age As on 02 Mar 2022	Discipline/ Reservation & No. of posts	Qualification	Professional experience as on 02 Mar 2022
2	Deputy General Manager (E-5)	Rs. 80,000 - 2,20,000 (E5) CTC is shown in the table below	45 Yrs.	Finance 01 post (UR)	(a) Full time Graduate in any discipline with not less than 60% marks and (b) Qualified/ pass the final examination of Institute of Chartered Accountants of India or Institute of Cost & Works Accounts of India Desirable: MBA (Finance)	Essential: (a) Experience: (i) Minimum 15 years post qualification experience in dealing with Accounts and Financial Management, Audit, budgeting, Taxation, preparation of financial statement and other financial issues in Public Sector Undertakings or large and reputed Private Companies (minimum annual turnover of Rs 100 Cr) (ii) The candidate should have knowledge and exposure in dealing with Government regulatory bodies, Income Tax & other taxation authorities, banks and financial institutions. (b) Lower Grade Experience: (i) Candidates from Govt. / PSUs: Should have minimum 3 years' experience in immediate lower grade of IDA-Rs. 29,100- 54,500 (2007) Rs. 70,000 – 2,00,000 (2017) CDA/Govt Rs. 15600-39100(PB3) GP Rs.7600/- (6th CPC) or pay level 12 of 7th CPC Pay matrix. (ii) Candidates from Private Sector: The candidate should be working in organizations of repute with minimum annual turnover of Rs 100 Cr and drawing present CTC of Rs.18 lakhs per annum or above.

S	Name of the		Max. Age	Discipline/		
No.	Name of the post (Grade)	Pay Scale (IDA)	As on	Reservation &	Qualification	Professional experience as on 02 Mar 2022
NO.	post (Grade)		02 Mar 2022	No. of posts		
3	Deputy General	Rs. 80,000 -	45 Yrs.	Technical	Essential:	Essential:
	Manager (E-5)	2,20,000 (E5)		02 post [02-UR]	Full time Engineering Graduate with not less than	(a) Experience: (i) The candidate should have at least 15 years of post-
		CTC is shown in			60% marks in Mechanical/	qualification (from completion of essential qualification which
		the table below			Electrical/ Naval Architecture disciplines from any recognised University or Institute registered with AICTE. is Graduation) experier large and reputed Pr turnover of Rs 100 Cr). (ii) Should have experied / "Ship Repair"	(ii) Should have experience in "Ship building" / "Ship design" / "Ship Repair" / "Ship Machinery Installation"/ "Overseeing the construction / repair" of Defence Ships/ War Ships or
					Desirable:	Submarines.
					Post-Graduation in Engineering / Management	(b) Lower Grade Experience: (i) Candidates from Govt. / PSUs: Should have minimum 3 years' experience in immediate lower grade of IDA-Rs. 29,100- 54,500 (2007) Rs. 70,000 – 2,00,000 (2017) CDA/Govt Rs. 15600-39100(PB3) GP Rs.7600/- (6 th CPC) or pay level 12 of 7th CPC Pay matrix. (ii) Candidates from Private Sector: The candidate should be working in organizations of repute with minimum annual turnover of Rs 100 Cr and drawing present CTC of Rs.18 lakhs per annum or above.

S No.	Name of the post (Grade)	Pay Scale (IDA)	Max. Age As on 02 Mar 2022	Discipline/ Reservation & No. of posts	Qualification	Professional experience as on 02 Mar 2022
4	Manager (E3)	Rs. 60,000-	40 Yrs	Technical	Essential:	Essential:
		1,80,000/- (E3) CTC is shown in the table below		07 posts [02-UR; 02-OBC; 02-SC; 01-ST]	Full time Engineering Graduate with not less than 60% marks in Mechanical/ Electronics/Electrical/Naval Architecture disciplines from any recognised University or Institute registered with AICTE. Desirable: Post-graduation in Engineering	(a) Experience: (i) Should have at least 09 years of post-qualification experience (from completion of essential qualification which is Graduation) in Public Sector Undertakings or in large and reputed Private Companies. (ii) Should have experience in "Ship building" / "Ship design" / "Ship Repair" / "Ship Machinery Installation" / "Overseeing the construction / repair" of Defence Ships/War Ships or Submarines. (b) Lower Grade Experience: (i) Candidates from Govt. / PSUs: Should have minimum 3 years' experience in immediate lower grade of IDA-PSU - Rs. 20,600-46,500 (2nd PRC); Rs. 50,000 – 1,60,000 (3rd PRC) CDA/Govt.: Rs. 15,600-39100, (PB3) Grade Pay Rs.6600/- (6th Pay Matrix); Pay level 11 of 7th CPC Pay matrix. (ii) Candidates from Private Sector: Minimum 3 years' experience in reputed organization/s with annual turnover of at least 100 crores and drawing present CTC of Rs. 13 lakhs PA or above.

S No		Pay Scale (IDA)	Max. Age As on 02 Mar 2022	Discipline/ Reservation & No. of posts	Qualification	Professional experience as on 02 Mar 2022
5	Manager (E3)	Rs. 60,000- 1,80,000/- (E3) CTC is shown in the table below	40 Yrs	Commercial 02 posts (01-UR & 01-SC)	Full time Graduate with not less than 60% marks from any recognised University or Institute registered with AICTE. Masters in Material Management (MMS) / PG Diploma in Material management /supply chain management / International Logistics etc., from any Recognised University Desirable: Degree /diploma / Cert, Course in Inventory Management / Integrated Logistics Management System.	Essential: (a) Experience: (i) Should have at least 09 years of post-qualification experience in Govt. organisations/ Public Sector Undertakings / large and reputed Private Companies (minimum annual turnover of Rs 100 crores) as follows: a) Handling Logistics Management, Inventory Control, Integrated Logistics Management System, Knowledge of Material/Inventory Mgt Software, Assessment and development of vendors, preparation and evaluation of tender commercial terms/conditions. b) Experience of working in an ERP/ computerized environment. (b) Lower Grade Experience: (i) Candidates from Govt. / PSUs: Should have minimum 3 years' experience in immediate lower grade of IDA-PSU - Rs. 20,600-46,500 (2nd PRC); Rs. 50,000 – 1,60,000 (3rd PRC) CDA/Govt.: Rs. 15,600-39100, (PB3) Grade Pay Rs.6600/- (6th Pay Matrix) or Pay level 11 of 7th CPC Pay matrix. (ii) Candidates from Private Sector: Minimum 3 years' experience in reputed organization/s with annual turnover of at least 100 crores and drawing present CTC of Rs.13 lakhs PA. Desirable Skills: (i) Logistics Management, Cost Estimation, Procurement of Ship Board Key Eqpt from Indian and foreign OEMs

S No.	Name of the post (Grade)	Pay Scale (IDA)	Max. Age As on 02 Mar 2022	Discipline/ Reservation & No. of posts	Qualification	Professional experience as on 02 Mar 2022
6	Assistant Manager (E1)	Rs. 40,000- 1,60,000/- (E1) CTC is shown in the table below	30 Yrs	Finance 01 post (01-SC) Backlog	Essential: A Graduate with a pass in the final examination of the Institute of Chartered Accountants of India/ Institute of Cost Accountants of India Desirable: Candidate should be well versed in MS office and exposure to ERP/SAP.	Essential: (i) Minimum 02 years post qualification experience in dealing with various financial matters related to Finance Department in any Public Sector Undertakings or in large and reputed Private Companies. (ii) He/she should also be familiar with Govt. rules and regulations as applicable to Central Public Sector Enterprises. (ii) Candidates from Private Sector: Candidates from Private Sector should be presently drawing a CTC of not less than 08 Lakhs/PA. Desirable: (i) Candidates from Ship Building Industry will be given preference. (ii) Experience of working in an ERP/ Computerised environment.

A. Scale of Pay & Benefits:

- (i) In addition to Basic Pay, the officers (regular) are presently eligible for Industrial DA as applicable, HRA @ of 18% of Basic pay and Perks up to 27 % of Basic Pay (under cafeteria approach), Contributory Provident Fund Scheme, Reimbursement of Medical expenses, Leave encashment, Subsidized Lunch etc. as admissible by Govt. of India orders.
- (ii) Table below indicates the CTC at the minimum of scale as on date:

Grade	Pay scale	Annual CTC (approx.)
E7	Rs. 100,000 - 2,60,000/-	Rs. 26.41 lakhs per annum
E5	Rs. 80,000 - 2,20,000/-	Rs. 21.19 lakhs per annum
E3	Rs. 60,000-1,80,000/-	Rs. 15.96 lakhs per annum
E1	Rs. 40,000-1,40,000/-	Rs. 10.74 lakhs per annum

B. Relaxations:

- (i) Internal candidates will be considered with the following relaxations in experience and age -
 - The minimum experience in the lower grade shall be relaxed by 1 year.
 - The upper age limit is relaxed by 5 yrs.
 - No Application fee for internal candidates.
- (ii) Age will be relaxed for SC/ST/OBC/PWD categories as per Government rules. In case of ex-servicemen the upper age limit will be relaxed to the extent of number of years of service in the armed forces however the resultant age after deducting the period of service from the actual age should not exceed the prescribed age limit by more than 3 years.

C. Reservation:

- (i) Candidates from reserved categories fulfilling eligibility criteria may also apply for the posts earmarked for UR as per Government Rules.
- (ii) SC/ST candidates should possess valid Certificate in the prescribed format. 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 Undertakings. OBC (non-creamy layer) certificate by the competent authority should be issued in the current year. Similarly, the candidates under Economically Weaker Section (EWS) category will have to submit the EWS certificate and other relevant documents issued by the competent authority.
- (iii) SC/ST/OBC/EWS candidates applying for a post where there are no vacancies in their respective 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.
- **D. Application fee:** Application Fee is Rs.300/-. No Registration fee for SC/ST/PH Candidates. Fee once paid will not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility before applying. Payment should be made through online.

E. Eligibility criteria for candidates from Government/ PSU/ Private sector:

- (i) Candidates from Private Sector Companies will be considered subject to their present CTC as indicated in the above table at Sr. No A(ii) and also the company's annual turnover should be at least 100 crores. Candidates are required to furnish the proof for the same.
- (ii) Candidates presently working in Government should submit "**No Objection Certificate**" from the present Organisation at the time of interview. Without "No Objection Certificate", the candidate will not be interviewed and accordingly no TA will be paid.
- (iii) Training period in any organisation shall not be counted as work experience, including the period of executive training, management training, apprentice training, advanced training or any other training.

F. Method of Selection:

- (i) The selection process shall be held at Hindustan Shipyard Limited, Visakhapatnam or Group Discussion and/or interviews through electronic media or at HSL.
- (ii) In case, large number of applications are received against the aforementioned advertisement, candidates will be shortlisted in ratio not exceeding 06 times of published vacancies. Candidates will be shortlisted based on the following criteria:
 - (a) Percentage of the marks secured in essential qualifying examination 70% weightage
 - (b) Desirable qualification/ additional relevant qualification 15% weightage
 - (c) Relevant essential experience 15% weightage
 - Decision of management in shortlisting the candidates shall be final.
- (iii) Percentage of marks should be calculated in the following way:
 - (a) Aggregate percentage of marks SHALL NOT BE rounded off (for example 64.99% not to be rounded off as 65%)
 - (b) In case of CGPA/OGPA/Grade is awarded by university, the equivalent percentage shall be derived based on the formula provided by the University for converting the grade to Percentage by the candidate. If no formula is prescribed by the University, the equivalence in percentage of marks will be established by multiplying the CGPA/OGPA/ Grade by a factor of 10 subject to the condition that the candidate has to submit documentary proof along with application that the University does not have any formula for conversion of CGPA/OGPA/Grade to percentage
- (iv) The Management reserves the right to raise the minimum eligibility standards, change the selection criteria, and cancel the recruitment process without assigning any reasons.

G. Other terms & conditions:

- (i) All vacancies are for Visakhapatnam except where mentioned.
- (ii) Latest reservation category certificate is required by interview date.
- (iii) Permanent absorption candidates during the period of probation can leave/asked to leave with 01 month notice.

2. On fixed term contract basis:

S No.	Name of the post (Grade)	Consolidated pay	Max. Age As on 02 Mar 2022	Discipline/ Reservation & No. of posts	Qualification	Professional experience as on 02 Mar 2022
1	Project Officer (Contract basis) On fixed term contract basis for a maximum of 03 years subject to satisfactory performance	Rs. 65,000/- PM For other benefits- refer the detailed advertisement.	40 Yrs	Technical 04 posts [01-UR; 01-OBC; 01-SC; 01-ST]	Essential: Full time Engineering Graduate with not less than 60% marks in Mechanical/ Electrical/ Electronics/Naval Architecture disciplines from any recognised University or Institute registered with AICTE.	Experience: (i) Should have at least 05 years of post-qualification (Post completion of Graduation) experience in Public Sector Undertakings or in large and reputed Private Companies in building of Commercial/Merchant ships or vessels. (ii) Should have experience in Ship machinery installation and/or Overseeing /Ship building / Ship Design / Ship operation & Repair /ship construction / repair. Candidates from Private Sector: The candidate should be working in organizations of repute with minimum annual turnover of Rs 100 Cr

S No.	Name of the post (Grade)	Consolidated pay	Max. Age As on 02 Mar 2022	Discipline/ Reservation & No. of posts	Qualification	Professional experience as on 02 Mar 2022
2	Project Officer	Rs. 65,000/- PM	40 Yrs	HR	Essential:	Essential:
	On fixed term contract basis for a maximum of 03 years subject to satisfactory performance.	For other benefits- refer the detailed advertisement.		01 post (UR)	1) Full time Graduate in any discipline with not less than 60% marks from any recognised University or Institute registered with AICTE and 2) Full time Post graduate degree / diploma in Management with specialization in HR/ Personnel Management from any recognised University or Institute registered with AICTE with not less than 60% marks. Desirable: Degree in law from a recognized university / AICTE approved institution.	(a) Experience: Should have at least 5 years of post-qualification experience in various aspects of HR / Personnel Management / Industrial Relations, Legal/Disciplinary matters and RTI in Public Sector Undertakings or in large and reputed Private Companies. Desirable Skills: (1) Should have exposure in Manpower planning, Industrial Relations & Welfare, recruitment, induction and placement, labour laws, legal/disciplinary matters, RTI and etc.

S No.	Name of the post (Grade)	Consolidated pay	Max. Age As on 02 Mar 2022	Discipline/ Reservation & No. of posts	Qualification	Professional experience as on 02 Mar 2022
3	Dy. Project Officer (Contract basis) On fixed term contract basis for a maximum of 03 years subject to satisfactory performance	Rs. 52,000/- PM For other benefits- refer the detailed advertisement.	35 Yrs	Plant Maintenance 02 posts [01-UR & 01-SC]	Essential: Full-time Engineering degree from a recognized University in Mechanical / Electrical/ Electronics /Instrumentation with an aggregate of not less than 60% of marks in qualifying exam.	Essential: Minimum 02 years' post qualification experience in Operation/ Maintenance/ Repairs of Plant/Manufacturing unit/Ship yard. Experienced in activities of yard utilities operations, monitoring and repairs and maintenance of equipment, generators, electrical and instrumentation, machines and buildings at the yard. Break down maintenance & preventive maintenance scheduling, coordination with departments, suppliers and contractors. Candidates from Private Sector: The candidate should be working in organizations of repute with minimum annual turnover of Rs 100 Cr

S No.	Name of the post (Grade)	Consolidated pay	Max. Age As on 02 Mar 2022	Discipline/ Reservation & No. of posts	Qualification	Professional experience as on 02 Mar 2022
4	Dy. Project Officer (Contract basis) On fixed term contract basis for a maximum of 03 years subject to satisfactory performance.	Rs. 52,000/- PM For other benefits- refer the detailed advertisement.	35 Yrs	Civil 02 posts (01-UR & 01-EWS)	Essential: Full-time degree in Civil/ Civil & Structural/ Structural Engineering discipline with not less than 60% marks from a recognized university / AICTE approved institution Desirable: PG Diploma in Construction Management / Marine Works	Essential: Post qualification experience of 02 years in basic structure, maintenance of civil structure and execution of civil works preferably in marine environment. Desired skills: Soft Skills – Auto CAD Candidates from Private Sector: The candidate should be working in organizations of repute with minimum annual turnover of Rs 100 Cr

S No.	Name of the post (Grade)	Consolidated pay	Max. Age As on 02 Mar 2022	Discipline/ Reservation & No. of posts	Qualification	Professional experience as on 02 Mar 2022
5	Dy. Project Officer (Contract basis) On fixed term contract basis for a maximum of 03 years subject to satisfactory performance.	Rs. 52,000/- PM For other benefits- refer the detailed advertisement.	35 Yrs	Technical 10 posts [02-UR; 02-EWS; 03-OBC; 02-SC; 01-ST]	Essential: Full time Engineering Graduate/Diploma with not less than 60% marks in Mechanical/ Electronics/Electrical/Na val Architecture disciplines from any recognised University or Institute registered with AICTE. Desirable: ASNT/ISNT NDT-Level II qualification	 (i) Should have at least 02 years of post-qualification experience (from completion of essential qualification which is Graduation) in Public Sector Undertakings or in large and reputed Private Companies. (ii) Should have experience in "Ship building" / "Ship design" / "Ship Repair" / "Ship Machinery Installation"/ "Overseeing the construction / repair" of Defence Ships/ War Ships or Submarines. Desirable: (i) Experience in NDT (UT, RT, MPT & DPT) on ships/ vessels (ii) Knowledge in evaluation/ interpreting the films of RT, UT, DP etc.

S No.	Name of the post (Grade)	Consolidated pay	Max. Age As on 02 Mar 2022	Discipline/ Reservation & No. of posts	Qualification	Professional experience as on 02 Mar 2022
6	Dy. Project Officer (Contract basis) On fixed term contract basis for a maximum of 03 years subject to satisfactory performance.	Rs. 52,000/- PM For other benefits- refer the detailed advertisement.	35 Yrs	IT & ERP 02 post [01-OBC; 01-EWS]	Essential: Full-time BE/ B.Tech. in in Computer Science/Information Tech/ECE or M. Sc. in Information Technology/ Computer Science/ MCA) with not less than 60% marks from a recognized university / AICTE approved institution Desirable: Certification Course in	Essential: Candidate should have minimum 02 years' post-qualification experience in maintenance and management of IT Servers, IT Infrastructure, Cyber Security and OS Administration. Desirable: Candidate with functional & technical experience in SAP portal and ABAP developer and knowledge of SAP Fiori will be preferred.

S No.	Name of the post (Grade)	Consolidated pay	Max. Age As on 02 Mar 2022	Discipline/ Reservation & No. of posts	Qualification	Professional experience as on 02 Mar 2022
7	Dy. Project Officer On fixed term contract basis for a maximum of 03 years subject to satisfactory performance.	Rs. 52,000/- PM For other benefits- refer the detailed advertisement.	35 Yrs	HR 02 Posts [01-UR; 01-EWS]	Essential: 1) Full time Graduate in any discipline with not less than 60% marks from any recognised University or Institute registered with AICTE and 2) Full time Post graduate degree / diploma in Management with specialization in HR/ Personnel Management from any recognised University or Institute registered with AICTE with not less than 60% marks. Desirable: Degree in law from a recognized university / AICTE approved institution.	Essential: (a) Experience: Should have at least 02 years of post-qualification experience in various aspects of HR / Personnel Management / Industrial Relations/ Training & Development in Public Sector Undertakings or in large and reputed Private Companies (minimum annual turnover of Rs 100 crores) Desirable Skills: Working Knowledge exp. in ERP like SAP and Oracle etc.

A. Scale of Pay & Benefits:

- (i) In addition to the consolidated pay, they are also entitled for other benefits like Contributory Provident Fund Scheme (in case of less than 60 years of age) and Subsidized Lunch facility etc. as admissible.
- (ii) TA / DA / conveyance for travel outside Visakhapatnam for official travel as deputed by HSL Management will be paid as per rates as applicable to HSL officers of equivalent scale.
- (iii) Paid Leave benefit: Sick leave 10 days per year and Casual Leave 12 days per year
- **B. Relaxations:** Age will be relaxed for SC/ST/OBC/PWD categories as per Government rules. In case of ex-servicemen the upper age limit will be relaxed to the extent of number of years of service in the armed forces however the resultant age after deducting the period of service from the actual age should not exceed the prescribed age limit by more than 3 years.

C. Reservation:

- (i) Candidates from reserved categories fulfilling eligibility criteria may also apply for the posts earmarked for UR as per Government Rules.
- (ii) SC/ST candidates should possess valid Certificate in the prescribed format. 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 later certificate in the prescribed format as applicable for appointment for the posts under Govt. of India and Central Govt., Public Sector Undertakings. OBC (non-creamy later) certificate by the competent authority should be issued in the current year.
- (iii) SC/ST/OBC candidates applying for a post where there are no vacancies in their respective 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.
- **D. Application fee:** Application Fee is Rs.300/-. No Registration fee for SC/ST/PH Candidates. Fee once paid will not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility before applying. Payment should be made through online.
- E. Eligibility criteria for candidates from Government/ PSU/ Private sector: Training period in any organisation shall not been counted as work experience, including the period of executive training, management training, apprentice training, advanced training or any other training.

F. Method of Selection:

- (i) The selection process shall be held at Hindustan Shipyard Limited, Visakhapatnam or Group Discussion and/or interview through electronic media or at HSL.
- (ii) In case, large number of applications are received against the aforementioned advertisement, candidates will be shortlisted in ratio not exceeding 06 times of published vacancies. Candidates will be shortlisted based on the following criteria:
 - (a) Percentage of the marks secured in essential qualifying examination 70% weightage
 - (b) Desirable qualification/ additional relevant qualification 15% weightage
 - (c) Relevant essential experience 15% weightage

Decision of management in shortlisting the candidates shall be final.

(iii) Percentage of marks should be calculated in the following way:

- -Aggregate percentage of marks SHALL NOT BE rounded off (for example 64.99% not to be rounded off as 65%)
- In case of CGPA/OGPA/Grade is awarded by university, the equivalent percentage shall be derived based on the formula provided by the University for converting the grade to Percentage by the candidate. If no formula is prescribed by the University, the equivalence in percentage of marks will be established by multiplying the CGPA/OGPA/ Grade by a factor of 10 subject to the condition that the candidate has to submit documentary proof along with application Document Verification process that the University does not have any formula for conversion of CGPA/OGPA/Grade to percentage
- (iv) The Management reserves the right to raise the minimum eligibility standards, change the selection criteria, and cancel the recruitment process without assigning any reasons.

G. Other terms & conditions:

- (i) The Contract may be terminated by either party by giving one months' notice in writing or in lieu by payment of one month notice pay.
- (ii) All vacancies are for Visakhapatnam except where mentioned.
- (iii) Latest reservation category certificate is required by interview date.

Consultants on fixed term contract basis:

S No.	Name of the post (Grade)	Remuneration	Max. Age As on 02 Mar 2022	Discipline & No. of posts	Qualification	Professional experience as on 02 Mar 2022
1	Senior Consultant On fixed term contract basis for a maximum of 03 years subject to satisfactory performance.	Rs. 1,00,000/- PM (Consolidated pay inclusive of local conveyance)	62 years	Technical (Delhi Office) 01 post	Engineering Graduate degree in Mechanical/ Electrical/ Electronics/ Engineering with not less than 60% marks from any recognised university or Institute registered with AICTE.	Essential: (i) The candidate should have minimum 20 years Post Qualification experience in ship building/Ship repair industry. Naval Candidate should have work experience in WOT / Design Directorate / Professional Directorate / Trial Agencies / Naval Dockyards. (ii) To be available at site for a minimum of 18 days in a month and balance Off site through email/VC (Place of Residence of Consultant) for Liaison work. (iii) Ex-Servicemen from Delhi /NCR region will be given preference.

S No	Name of the post (Grade)	Remuneration	Max. Age As on 02 Mar 2022	Discipline/ Reservation & No. of posts	Qualification	Professional experience as on 02 Mar 2022
2	Senior Consultant On fixed term contract basis for 06 months extendable upto another 06 months subject to requirement and satisfactory performance.	Rs. 1,00,000/- PM (Consolidated pay inclusive of local conveyance)	62 years	EKM Submarine Project Management & Outsourcing 01 post	Fulltime Engineering Graduate degree in Mechanical/ Electrical/ Electronics/ Engineering with not less than 60% marks from any recognised university or Institute registered with AICTE. Desirable: Post-Graduation degree would be added advantage. Submarine Qualification Certificate (Dolphin)	Essential: (i) Post qualification experience of 20 years' in Operation & Maintenance, Construction Project of Submarine, Executing & Monitoring - Refits of EKM Submarine. (ii) Should have knowledge on participating in costing/Negotiation on EKM refit outsourcing with Indian Navy/OEMs (Indian/Foreign)/Vendors/Russians. (iii) To be available at site (Visakhapatnam) for 18 days per month. (iv) To be available off site (Place of Present Residence of Consultant) for Liaising work as required for Balance working days. (v) Be Available through email/VC as and when required. Desired skills: Soft Skills – Project Planning & Coordination

S No.	Name of the post (Grade)	Remuneration	Max. Age As on 02 Mar 2022	Discipline/ Reservation & No. of posts	Qualification	Professional experience as on 02 Mar 2022
3	Consultant On fixed term contract basis for a maximum of 03 years subject to satisfactory performance.	Rs. 80,000/- PM (Consolidated pay inclusive of local conveyance)	62 years	Administration Works (Delhi Office) 01 post	Graduate degree in any discipline.	Essential: (i) Should possess good communication skills. (ii) Candidates should have 12 yrs. working experience in liaising with Government Agencies and reputed organisations and should be able to carry out correspondence independently. Working experience in a Shipyard with liaising duties with Ministries will be preferred. (iii) To be available at site for a minimum of 22 days / month and balance Off site through email/VC (Place of Residence of Consultant) for Liaison work. (iv) Should be resident of Delhi/ NCR with local mobility.

- **A. Application fee:** Application Fee is Rs.300/-. No Registration fee for SC/ST/PH Candidates. Fee once paid will not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility before applying. Payment should be made through online.
- **B.** Eligibility criteria for candidates from Government/ PSU/ Private sector: Training period in any organisation shall not been counted as work experience, including the period of executive training, management training, apprentice training, advanced training or any other training except OEM training in India / Abroad.

C. Method of Selection:

- (i) The selection process shall be held at Hindustan Shipyard Limited, Visakhapatnam or Group Discussion and/or interview through electronic media or at HSL.
- (ii) The Management reserves the right to raise the minimum eligibility standards, change the selection criteria, and cancel the recruitment process without assigning any reasons at any stage.
- **D. Other terms & conditions:** The Contract may be terminated by either party by giving one-month notice in writing or in lieu by payment of one-month notice pay.

E. General Instructions:

i. Grouping of Disciplines:

GROUPING OF DISCIPLINES IN ENGINEERING							
Discipline Grouping of Branches of Engineering							
Mechanical	Mechanical / Mechanical & Industrial Engineering / Mechanical & Production Engineering / Production Engineering / Production/ Marine Engineering/ Metallurgy.						
Electronics	Electronics / Electronics & Communications / Applied Electronics/ Instrumentation.						
Electrical	Electrical / Electrical & Electronics / Electrical & Instrumentation.						
Computer / IT	Computer / Information Technology / Computer Technology.						
Civil	Civil / Civil & Structural / Structural.						
Naval Architecture	Naval Architecture / Naval Architecture & Ship Building / Naval Architecture & Ocean Engineering/ Naval Architecture & Marine Engineering						

- ii. Indian Nationals only need to apply.
- iii. Applications sent other than the prescribed method stand rejected.
- Print-out of the filled Online Application along with **mandatory enclosures** viz., Self-attested copies of Degree/PG Marks lists, Provisional Certificate, Proof of Date of Birth, Caste/PH Certificate, Experience certificates, latest salary certificate etc., and **Annexure-I** must be forwarded through Postal/Courier Services and should reach General Manager (HR), Hindustan Shipyard Ltd., Gandhigram (PO), Visakhapatnam 530 005 before the last date as shown above.
- v. Only candidates meeting essential qualification and experience will be shortlisted/ qualified for the selection process.
- vi. Non-receipt of hardcopy of application, in complete application, application 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 applications shall not be considered and shall be treated as "REJECTED" and no communication will be made for the same.
- vii. The candidates applying should ensure that they fulfil all eligibility conditions. Their admission at all stages is purely provisional. Mere issue of letter for written test or interview will not imply that candidature has been accepted. Verification of Original Certificates will be done only at the time of interview. The candidature of a candidate shall be cancelled at any point of time if the candidate is found not meeting the advertised eligibility criteria.
- viii. All original documents such as Degree Certificate, proof of Date of Birth, Caste/PH Certificate, Experience Certificates etc., will be checked at the time of interview. Non-production of original documents will debar the candidate from appearing for the interview and in that case no Travel Fare will be reimbursed to such candidates.
- ix. Candidature of a candidate is liable to be rejected at any stage of the recruitment process or after recruitment or joining, if any information provided by the candidate is found to be false or not in conformity with the eligible criteria mentioned in the advertisement.
- x. The Management reserves the right to create and operate a panel of shortlisted candidates.
- xi. The Qualifying Requirement /Experience & Age limit shall be reckoned as on the **02 Mar 2022**.
- xii. Mere possession of the requisite qualification and experience will not confer any right to be called for interview. However, the Management reserves the right to relax qualifications/experience/age in the case of exceptionally experienced and qualified candidates.
- xiii. The Management reserves the right to Increase or decrease the number of posts or consider for lower posts/grades to meet the organizational requirement. If no suitable candidate is found/selected or in case if there is a change in Company's requirement, then the advertisement /Particular vacancy could be cancelled. The Reserved vacancy, however will be carried forward.
- viv. Out-station Candidates (for regular posts) called for interview for the posts at S. No. 1, 2 & 3 will be paid to and fro 1st AC train fare by shortest route; for the posts at S.No. 4 to 5 will be paid to & fro 2nd AC train fare by shortest route and for the post at S. No. 6 will be paid to and fro 3nd AC train fare by shortest route. No TA shall be paid for candidates attending for fixed term contract basis and Consultant on fixed term contract posts.
- xv. Any corrigendum/ addendum to this advertisement will be displayed only on the Company's website https://www.hslvizag.in. Applicants are requested to visit the website from time to time for all updates.
- xvi. In case of difficulty in registration or for any clarification, candidates may contact recruitment@hslvizag.in electronically

HOW TO APPLY (Note: Please read the instructions carefully before filling the online application)

- 1. The Application should be submitted ONLINE via https://www.hslvizag.in
- 2. Candidates should possess a valid E mail id and remain active for at least next one year. All future correspondence would be sent via e mail only.
- 3. Candidate should upload his/her photograph (20 50KB) and signature (10 20KB) in the prescribed format and size.
- 4. Candidates are requested NOT to be idle for more than 5 minutes to avoid the expiry of web page while filling the online application.
- 5. Candidate should be ready with all the bio-data before filling the application.
- 6. Click on "Careers" under "Human Resources" visit "Current Openings" link to view the openings available.
- 7. Please read the advertisement notice carefully, candidates are advised to self-check their eligibility against the recruitment posts.
- 8. Click on the respective link under "Apply Now" to submit the application online.
- 9. Registration process contain 3 stages 1) Personal details 2) Educational details and 3) Payment details
- 10. If you have experience, please select "Experienced" else "Management Trainee" from the dropdown control against "Type of post".
- 11. Candidates are advised to use the SAVE (button) option to avoid the loss of data or SUBMIT button to finally submit the application. Verify the filled data carefully before submitting, once submitted you're NOT allowed to Edit / modify the application.
- 12. After successful completion of all the stages you will receive a confirmation message.
- 13. Candidates who have chosen SAVE (button) option are allowed to <u>SUBMIT</u> the application using **Edit Application** option at a later time before the closing date.
- 14. You will receive a confirmation e mail with the Registration ID and a link to view your submitted application form.
- 15. Candidates are also advised to check their SPAM if he email does not reach inbox.
- 16. Take a print-out (Hard copy) of the filled Online Application for future reference.
- 17. Keep your DOB and Registration ID confidential.

Please describe briefly here how your experience is relevant to the post applied for: -

SI. No.	Name of the Organisation	Designation	Nature of Duties	No. of years	Salary/CTC