



# गार्डेन रीच शिपबिल्डर्स एण्ड इंजीनियर्स 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](http://www.grse.in)

### ADDENDUM TO EMPLOYMENT NOTIFICATION NO. 2025/02(O)

### RECRUITMENT OF OFFICERS - AGM (TECHNICAL), DGM (TECHNICAL), MANAGER (TECHNICAL)

GRSE Ltd. is one of the Premier Schedule-A Mini Ratna, Category -I Defence Shipyard. 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:

**Closing date for Online registration: 06 May 2025 (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 Apr 2025</u> | <u>Discipline/ Posts/ Reservation</u> | <u>Minimum Qualification</u>   | <u>Minimum Years of post-qualification experience as on 01 Apr 2025</u>  |
|----------------|--|---------------------------|-----------------------------------|---------------------------------------|--|--|
| (A)            | <b>Additional General Manager</b><br><br>(E-6) | <b>90000-3%-240000</b>    | <b>50 years</b>                   | <b>Technical-01 (UR)</b>              | Four years full time degree in Engineering or equivalent in the discipline of Mechanical / Electrical / Electronics / Marine Engineering / Civil / Production / Naval Architecture.<br><br>[For detailed qualification grouping, please refer Note – 1 A (ii)] | 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 / Engineering Projects".<br><br>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 DGM Grade (E-5) for minimum 2 years.<br><br>iii. For details refer Note 6. |
| (B)            | <b>Deputy General Manager</b><br><br>(E-5)     | <b>80000-3%-220000</b>    | <b>48 years</b>                   | <b>Technical-02 (UR-1, OBC-1)</b>     | Four years full time degree in Engineering or equivalent in the discipline of Mechanical / Electrical / Electronics / Marine Engineering / Civil / Production / Naval Architecture.  | i. 15 years' post qualification experience either singularly or collectively in "Ship building" / "Ship design" / "Ship repair" / "Overseeing the construction / repair of Naval Ships or Submarines or Commercial Vessels / Engineering Projects".  |

| <u>Sl. No.</u> | <u>Name of Post/ (Grade)</u> | <u>Scale of pay (IDA)</u>   | <u>Max. Age as on 01 Apr 2025</u> | <u>Discipline/ Posts/ Reservation</u> | <u>Minimum Qualification</u>  | <u>Minimum Years of post-qualification experience as on 01 Apr 2025</u>   |
|----------------|------------------------------|-----------------------------|-----------------------------------|---------------------------------------|---|---|
|                |                              |                             |                                   |                                       | [For detailed qualification grouping, please refer Note – 1 A (ii)]   | <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 SM Grade (E-4) for minimum 2 years.</p> <p>iii. For details refer Note 6.</p>   |
| (C)            | <b>Manager (E-3)</b>         | <b>60,000- 3%- 1,80,000</b> | <b>42 years</b>                   | <b>Technical-02 (UR-1, OBC-1)</b>     | <p>Four years full time degree in Engineering or equivalent in the discipline of Mechanical Engg/ Marine Engg/ Electrical Engg/ Electronics Engg/ Civil Engg/ Production/ Naval Architecture</p> <p>[For detailed qualification grouping, please refer Note – 1 A (ii)]</p> | <p>i. 08 years' post qualification experience either singularly or collectively in "Ship building Project Management" / "Ship design" / "Ship Repair" / "Ship Procurement" / "Overseeing the construction or repair" / "Maintenance and Operations of Commercial Vessels" / "Engineering Projects"</p> <p>iii. Candidates possessing Master Degree in Engineering in Mechanical Engg/ Marine Engg/ Electrical Engg/ Electronics Engg/ Civil Engg/ Production/ Naval Architecture with 06 years' of above experience mentioned at Sl. no. (i) above.</p> <p>iv. Candidates from Govt. / PSU / Autonomous organizations should have 2 years' experience in immediate lower grade whereas Candidates from Private sector should be drawing comparable CTC of Deputy Manager (E-2) Grade for minimum 2 years.</p> <p>v. For details refer Note 6.</p> |

UR=Unreserved; SC=Scheduled Caste; ST=Scheduled Tribe; OBC=Other Backward Class; EWS=Economically Weaker Section; PwBD= Persons with Benchmark Disabilities; VH=Visually Handicapped; HH=Hard of Hearing; OH- Orthopedically Handicapped LV=Low Vision; PD=Partially Deaf

**1. A. EDUCATIONAL QUALIFICATION**

i. Four years Full Time Engineering Degree (BE, B Tech) will only be considered. Lateral entry to 3<sup>rd</sup> semester of 8 semesters course / 2<sup>nd</sup> 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./ Mechatronics/Mechanical & Automation/ Metallurgy
- Electrical – Electrical/ Electrical & Electronics/ Electrical & Instrumentation
- Electronics – Electronics/ Electronics & Communication/ Applied Electronics & Instrumentation/ Electronics & Telecommunication/ Electronics & Instrumentation/ Instrumentation & Control
- Marine Engineering - Marine Engineering.
- 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 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. The integrated Professional Technical Qualification should be of 5 years' duration after 10+2 qualification.

v. 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.

vi. 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.

vii. Candidates having Master Degree in Engineering must possess the minimum qualification prescribed against the post.

viii. For the candidates having higher qualification in engineering discipline applying for Manager (Technical) post, the period of experience overlapping with the study of Master degree in Engineering course shall not be considered for reckoning the post qualification experience.

ix. Wherever grades e.g. CGPA/OGPA/DGPA (as applicable) are awarded, the following method will be adopted for conversion to equivalent percentage of marks:

- a) The conversion of CGPA to percentage of marks would be based on the procedure certified by the University / Institution from where they have obtained the qualifying degree. Documents viz. Mark sheet / Final / Provisional Degree / Letter issued by competent authority of the respective University/Institution will be considered for ascertaining the CGPA to Percentage conversion criteria.

b) In case the University/Institution does not have any criteria for converting CGPA into equivalent percentage of marks, it has to be categorically mentioned in the Mark sheet / Final / Provisional Degree / Letter issued by competent authority of the respective University/Institution. In such cases, the equivalence would be established by dividing the candidate's CGPA by the maximum possible CGPA and multiplying the result with 100.

## **2. MAXIMUM AGE LIMIT**

- i. Maximum age limit for applicants is mentioned against each post. Cut-off date is 01 Apr 2025. However, relaxation of age for SC/ST/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 relaxation for internal candidates will be applicable as per rules.
- 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 (SC/ST/OBC/PwBD/Ex-Servicemen) shall not exceed 57 years (for external candidates) and 58 years (for internal candidates).

## **3. RESERVATION**

- i. Reservation for SC / ST / OBC / EWS / PwBD 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 Government Rules.
- ii. 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 (SC/ST/OBC/PwBD/EWS) 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.
- v. Candidates will get the benefit of reservation under EWS only on production of an Income and Asset Certificate issued by a Competent Authority in the prescribed format. The Income and Asset Certificate issued by a Competent Authority in the prescribed format shall only be accepted as proof of candidate's claim as 'belonging to EWS. EWS certificate should be issued in 2024-25.
- vi. 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/grse2025>**

- ii. All candidates are required to apply ONLINE and upload documents supporting age, caste, education, experience etc. in the Online application.
- iii. Candidates including serving employees 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 **Post Box No. 3076, Lodhi Road, New Delhi – 110003** (The envelope containing the application and supporting documents should be super-scribed with **“GRSE Employment Notification No. 2025/02(O)”** and **“Post Applied for \_\_\_\_\_”**) 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 and if it is applicable.
- 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](http://www.grse.in) and also in <https://jobapply.in/grse2025>.
- vii. All correspondence with candidates shall be done through e-mail only. All information regarding Admit Cards for Written test, 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 Admit Cards for Written test/ 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 AGM (Technical), DGM (Technical) and Manager (Technical) posts will be through interview only.

## 6. **PAY SCALES**

### (A) **From PSU / Govt. Department:**

Applicants must have minimum two (2) years of experience in the immediate lower grade for the posts advertised.

- (i) 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.)            | IDA Pay Scales/ Grade (Rs.) |
| AGM             | E-6   | 90000-3%-240000                   | 118500-3%-214100                | 80000-3%-220000             |
| DGM             | E-5   | 80000-3%-220000                   | 78800-3%-209200                 | 70000-3%-200000             |
| MGR             | E-3   | 60000-3%-180000                   | 67700-3%-208700                 | 50000-3%-160000             |

- (ii) 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.

**(B) 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/EPS with supporting document (FORM-16 and EPFO/ Employer statement of Employer's Contribution towards EPF/EPS. 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 by 40% of CTC or more for deserving candidates from Private sector/ private practitioners 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.

**Permanent**

| Post advertised for the Grade | Approximate CTC of immediate lower grade (Rs.) |
|-------------------------------|--|
| AGM (E-6)                     | 25.36 Lakhs DGM (E-5)                          |
| DGM (E-5)                     | 22.19 Lakhs SM (E-4)                           |
| MGR (E-3)                     | 15.85 Lakhs DM (E-2)                           |

**7. APPLICATION FEES**

- i. **Application fees is Rs. 590/- which can be remitted through online mode (Payment Gateway).** Applicants belonging to SC/ST/PwBD/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/grse2025> 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.

- iv. **The present CTC per annum for the advertised posts is given below:**

**Permanent**

| <b>Post advertised for the Grade</b> | <b>Approximate CTC (Rs.) *</b> |
|--------------------------------------|--------------------------------|
| AGM (E-6)                            | 28.53 Lakhs                    |
| DGM (E-5)                            | 25.36 Lakhs                    |
| MGR (E-3)                            | 19.02 Lakhs                    |

\* For posting at Kolkata.

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

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

| <b>Candidates appearing for interview for the Post advertised for the Grade</b> | <b>Entitlement of reimbursement of travelling fare</b>  |
|---|---|
| AGM (E-6), DGM (E-5), MGR (E-3)   | 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 |

- x. 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.
- xi. **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.**
- xii. Management reserves the right to call for any additional documentary evidence in support of education, experience, CTC/Pay-scale/Income etc. of the applicants.
- xiii. **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.**

- xiv. 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.
- xv. For any dispute, the Jurisdiction shall be Kolkata.
- xvi. For any other query, please e-mail to [recruitment@grse.co.in](mailto:recruitment@grse.co.in) / [grse18@jobapply.in](mailto:grse18@jobapply.in)

**9. IMPORTANT DATES**

| <b><u>Sl.</u></b> | <b><u>Details</u></b>   | <b><u>Dates</u></b>     |
|-------------------|---|-------------------------|
| (a)               | Closing Date for Online Registration  | 06 May 2025 (23:59 hrs) |
| (b)               | Remittance of Application fees  | 06 May 2025 (23:59 hrs) |
| (c)               | Receipt of hardcopy of application signed by candidate along with Certificates / testimonials in support of eligibility through Ordinary post only. | 12 May 2025             |
| (d)               | Date of Interview   | Will be announced later |

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