



**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](http://www.grse.in)

**EMPLOYMENT NOTIFICATION NO. 2023/03 (O)**

**DETAILED ADVERTISEMENT FOR OFFICER POSTS**

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: 16 May 2023 (from 14:00 Hrs.)**

**Closing date for Online registration: 06 June 2023 (upto 23:59 Hrs.)**

<b><u>Sl. No.</u></b>	<b><u>Name of Post/ (Grade)</u></b>	<b><u>Scale of pay (IDA)</u></b>	<b><u>Max. Age as on 01 May 2023</u></b>	<b><u>Discipline/ Posts/ Reservation</u></b>	<b><u>Minimum Qualification</u></b>	<b><u>Minimum Years of post-qualification experience as on 01 May 2023</u></b>
(A)	<b>Project Superintendent (CGM / E-8)  On Fixed Term Contractual Basis for 03 years extendable maximum of another 02 years.</b>	<b>120000-3%-280000</b>	<b>54 yrs.</b>	<b>Technical-01 (UR)</b>	Four years full time degree in Engineering or equivalent with First Class or 60% overall marks in the discipline of Mechanical / Electrical / Electronics/ Naval Architecture  [For detailed qualification grouping, please refer Note – 1 A (I)(ii)]  Desirable Qualification- 1 year Post Graduate Diploma in Naval Construction/ Marine Technology/ related field of Electrical/ Electronics/ Electronics & Communication Technology	i. 24 years' post qualification experience out of which at least 15 years in Senior position either singularly or collectively in "Ship building" / "Ship design" / "Ship repair" / "Overseeing the construction / repair of Naval Ships or Submarines" etc.  ii. Naval Officers of the rank of Commodore & above or equivalent in Army / Air Force / Coast Guard and Captain drawing Commodore Grade pay meeting the experience criteria may also be considered.  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 GM Grade (E-7) for minimum 2 years.  iv. For details refer Note 6.

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(B)	<b>General Manager (E-7)</b>	<b>100000-3%-260000</b>	<b>52 yrs.</b>	<b>HR &amp;A-01 (UR)</b>	Full Time Graduate with 02 years full time MBA / PG Degree / PG Diploma or equivalent in Human Resource Management / Human Resource Development / Personnel Management/ Industrial Relations / Social Work / Labour Welfare with 60% overall marks	<p>i. 22 years' post qualification experience in dealing with HR matters like Policy formulation/ Establishment/ Recruitment/ IR/ Contract Labour Management/ Welfare administration/ Statutory Compliances/ General Administration/ Legal/ Training &amp; Development/ CSR etc.</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 AGM Grade (E-6) for minimum 2 years.</p> <p>iii. Naval Officers of the rank of Commodore &amp; above or equivalent in Army / Air Force / Coast Guard and Captain drawing Commodore Grade pay meeting the experience criteria may also be considered.</p> <p>iv. For details refer Note 6.</p>
(C)	<b>General Manager (E-7)</b>	<b>100000-3%-260000</b>	<b>52 yrs.</b>	<b>Technical-01 (OBC) (Backlog Vacancy)</b>	<p>Four years full time degree in Engineering or equivalent with 55% overall marks in the discipline of Mechanical / Electrical / Electronics / Marine Engineering / Civil / Production / Naval Architecture.</p> <p>[For detailed qualification grouping, please refer Note – 1 A (I)(ii)]</p>	<p>i. 22 years' post qualification experience out of which at least 5 years in Senior position either singularly or collectively in "Ship building" / "Ship design" / "Ship repair" / "Overseeing the construction / repair of Naval Ships or Submarines" or "Product Design or Production or Planning / Project Management in a heavy engineering industry"</p> <p>ii. Naval Officers of the rank of Commodore &amp; above or equivalent in Army / Air Force / Coast Guard and Captain drawing Commodore Grade pay meeting the experience criteria may also 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 AGM Grade (E-6) for minimum 2 years.</p> <p>iv. For details refer Note 6.</p>

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(D)	<b>Additional General Manager</b>  (E-6)	<b>90000-3%-240000</b>	<b>50 yrs.</b>	<b>Finance-01 (UR)</b>	Chartered Accountant (CA)/ Cost & Management Accountant (CMA)	<p>i. 20 years' post qualification experience in dealing with <i>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"</i>.</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 DGM Grade (E-5) for minimum 2 years.</p> <p>iii. Naval Officers of the rank 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> <p>iv. For details refer Note 6.</p>
(E)	<b>Deputy General Manager</b>  (E-5)  <b>On Fixed Term Contractual Basis for 03 years extendable maximum of another 02 years</b>	<b>80000-3%-220000</b>	<b>48 years</b>	<b>Technical – 02 (UR)</b>	<p>Four years full time degree in Engineering or equivalent with First Class or 60% overall marks in the discipline of Mechanical/ Naval Architecture/ Production/ Electrical/ Electronics.</p> <p>[For detailed qualification grouping, please refer Note – 1 A (I)(ii)]</p> <p>Desirable- Post Graduate in Engineering/ Technology</p>	<p>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/ 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 &amp; Sea, liasoning with various Materials Organizations / Authorities will be an added advantage.</p> <p>iii. Naval Officers of the rank of Commander &amp; above or equivalent in Army / Air Force / Coast Guard meeting the experience criteria may also be considered.</p> <p>iv. Candidates from Govt. / PSU / Autonomous organizations should have 2 years' experience in immediate lower grade</p>

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						<p>whereas Candidates from private sector should be drawing comparable CTC of SM Grade (E-4) for minimum 2 years.</p> <p>v. For details refer Note 6.</p>
(F)	<b>Senior Manager (E-4)</b>	<b>70000-3%-200000</b>	<b>45 years</b>	<b>Finance – 01 (UR)</b>	Chartered Accountant (CA)/ Cost & Management Accountant (CMA)	<p>i. 11 years' post qualification experience in dealing with <i>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"</i>.</p> <p>ii. 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.</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 Manager Grade (E-3) for minimum 2 years.</p> <p>iv. For details refer Note 6</p>
(G)	<b>Senior Manager (E-4)</b>	<b>70000-3%-200000</b>	<b>45 years</b>	<b>Technical – 02 (UR-01, SC-01)</b>	<p>Four years full time degree in Engineering or equivalent with 60% and 55% overall marks for UR and SC respectively in the discipline of <i>Mechanical/ Naval Architecture/ Production / Civil/ Electrical/ Electronics</i></p> <p>[For detailed qualification grouping, please refer Note – 1 A (I)(ii)]</p> <p>Desirable- Post Graduate in Engineering/Technology</p>	<p>i. 11 years' post qualification experience either singularly or collectively in "<i>Ship building</i>" / "<i>Ship design</i>" / "<i>Ship Repair</i>" / "<i>Overseeing the construction / repair of Naval Ships or Submarines</i>" / <i>Maintenance jobs on Board ships/ Ship operations/ EMI/EMC Testing Centre. Experience in handling drydocking activities of ships is desirable.</i></p> <p>ii. Candidates possessing Master Degree in Engineering in Mechanical / Naval Architecture / Production/ Civil/ Electrical/ Electronics with 09 years' above experience mentioned at Sl. no. (i) above.</p> <p>iii. 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.</p> <p>iv. Candidates from Govt. / PSU / Autonomous organizations</p>

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						<p>should have 2 years' experience in immediate lower grade whereas Candidates from private sector should be drawing comparable CTC of Manager (E-3) Grade for minimum 2 years.</p> <p>v. For details refer to Note 6</p>
<b>(H)</b>	<b>Manager (E-3)</b>	<b>60000- 3%-180000</b>	<b>42 years</b>	<b>IT-01 (OBC) (Backlog Vacancy)</b>	Four years full time degree in Engineering or equivalent with 55% overall marks.	<p>i. 08 years' post qualification hands on experience in</p> <p>a) In-depth Functional and technical experience in SAP Modules like MM, FICO, SD, PP, PS, PM, BASIS</p> <p>b) System Administration in Unix Platform.</p> <p>ii. Candidates possessing Master Degree in Engineering with 06 years' above experience mentioned at Sl. no. (i) above.</p> <p>iii. Naval Officers of the rank of 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 DM Grade (E-2) for minimum 2 years.</p> <p>iv. For details refer to Note 6</p>
<b>(I)</b>	<b>Deputy Manager (E-2)</b>	<b>50000- 3%-160000</b>	<b>35 years</b>	<b>Legal-01 (OBC) (Backlog Vacancy)</b>	Full Time Graduate and full time LLB with 55% marks. The LL.B. Degree must be obtained from a University / Institution recognized by Bar Council of India.	<p>i. 05 years' of relevant post qualification experience in handling matters related to Civil laws, Commercial law (Contracts, Sale of Goods Act, Interest Act), CPC, IPC, Cr.PC, Arbitration law, Companies Act &amp; Insolvency &amp; Bankruptcy Code, Partnership Act and Property Laws etc., before the Hon'ble Supreme Court / High Courts/District Courts including Tribunals</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/Private Practitioners</p>

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						should be drawing comparable CTC of AM Grade (E-1) for minimum 2 years.  iv. For details refer Note 6.
<b>(J)</b>	<b>Deputy Manager (E-2)</b>	<b>50000- 3%-160000</b>	<b>35 years</b>	<b>HR-01 (OBC)</b>	Full Time Graduate with 02 years full time MBA / PG Degree / PG Diploma or equivalent in Human Resource Management / Human Resource Development / Personnel Management / Industrial Relations / Social Work / Labour Welfare with 55% overall marks.	i. 05 years' post qualification experience in dealing with HR matters like Establishment/ Recruitment/ IR/ Contract Labour Management/ Welfare administration/ Statutory Compliances/ CSR etc.  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.  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.  iv. For details refer Note 6.
<b>(K)</b>	<b>Deputy Manager (E-2)</b>	<b>50000- 3%-160000</b>	<b>35 years</b>	<b>Medical-01 (OBC)</b>	MBBS degree from any University recognized by Medical Council of India (MCI)	i. 05 years' post qualification experience. Private practitioners with above experience may also be considered.  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.  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.  iv. For details refer Note 6.
<b>(L)</b>	<b>Deputy Manager (E-2)</b> <b>On Fixed Term Contractual Basis</b>	<b>50000- 3%-160000</b>	<b>35 years</b>	<b>Medical-01 (OBC)</b> <b>The post is reserved for PwBD (OH)</b>	MBBS degree from any University recognized by Medical Council of India (MCI)	i. 05 years' post qualification experience. Private practitioners with above experience may also be considered.  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.

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	for 03 years extendable maximum of another 02 years.			(Backlog Vacancy)		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. iv. For details refer Note 6.
(M)	Assistant Manager (E-1)	40000- 3%-140000	28 years	Naval Architecture – 03 (OBC-02, ST-01)	Four years full time degree in Engineering or equivalent with 55% overall marks in the discipline of Naval Architecture  [For detailed qualification grouping, please refer Note – 1 A (I)(ii)]	NIL
(N)	Assistant Manager (E-1)	40000- 3%-140000	28 years	Finance – 01 (OBC)	Chartered Accountant (CA)/ Cost & Management Accountant (CMA)	NIL
(O)	Assistant Manager (E-1)	40000- 3%-140000	28 years	Mechanical – 02 [PwBD (HH/PD)-01(Backlog Vacancy), ST-01]	Four years full time degree in Engineering or equivalent with 55% overall marks in the discipline of Mechanical Engineering  [For detailed qualification grouping, please refer Note – 1 A (I)(ii)]	NIL
(P)	Junior Manager (E-0)	30000- 3%-120000	32 years	Technical (Engineering) – 01 (ST)** (Backlog Vacancy)	Diploma in Engineering or equivalent in the discipline of Mechanical/ Production/ Marine Engineering.	i. 8 years post qualification experience either singularly or collectively in: “Ship building/ Ship Design/ Ship Repair activity/ Dockyards/ Repair Yards OR Service in Trials Teams / WOTs with exposure to inspection/

<u>Sl. No.</u>	<u>Name of Post/ (Grade)</u>	<u>Scale of pay (IDA)</u>	<u>Max. Age as on 01 May 2023</u>	<u>Discipline/ Posts/ Reservation</u>	<u>Minimum Qualification</u>	<u>Minimum Years of post-qualification experience as on 01 May 2023</u>
					[For detailed qualification grouping, please refer Note – 1 B (ii)]	<p>trials of diesel engines/gas turbines/auxiliaries and systems/ machinery controls and other ship borne systems, OR</p> <p>On board service in frontline warships class of the Indian Navy or Indian Coast Guard like Shivalik/Delhi/Kolkata/Destroyers/ Frigates/Corvettes or similar major platforms</p> <p>ii. Serving/ retired/ released Chief Artificer or Chief Petty Officer and above or equivalent rank in armed forces having the requisite qualification and relevant years of post-qualification experience as notified are eligible to be considered.</p>
<b>(Q)</b>	<b>Junior Manager (E-0)</b>	<b>30000- 3%-120000</b>	<b>32 years</b>	<b>Technical (Electrical) – 01 (SC)** (Backlog Vacancy)</b>	<p>Diploma in Engineering or equivalent in the discipline of Electrical Engineering/ Electronics Engineering</p> <p>[For detailed qualification grouping, please refer Note – 1 B (ii)]</p>	<p>i. 8 years post qualification experience either singularly or collectively in: “Ship building/ Ship Design/ Ship Repair activity/ Dockyards/ Repair Yards OR</p> <p>On board service in frontline warships class of the Indian Navy or Indian Coast Guard like Shivalik/Delhi/Kolkata/ Destroyers/ Frigates/ Corvettes or similar major platforms or Service in Trial Teams/WOT with exposure to installation/inspection/trials of ship-borne electrical/electronic/ weapon systems</p> <p>ii. Candidates having experience in weapon FCS &amp; gun mounting, Missile control systems, fire control radars, surveillance radars, sonars, Integrated Platform Management Systems, Weapons Installations, Power distribution and generation, Internal &amp; External Communications will be preferred.</p> <p>iii. Serving/ retired/ released Chief Artificer or Chief Petty Officer and above or equivalent rank in armed forces having the requisite qualification and relevant years of post-qualification experience as notified are eligible to be considered.</p>

\*\*Out of 02 posts of JM (Tech), 01 post is reserved for PwBD (VH/LV)

UR=Unreserved; SC=Scheduled Caste; ST=Scheduled Tribe; OBC=Other Backward Class; EWS=Economically Weaker Section;  
PWBD= Persons with Benchmark Disabilities; OH=Orthopedically Handicapped; VH=Visually Handicapped, LV=Low Vision

**NOTE:**

**For posts on Fixed Term Contractual basis:** Employees engaged in 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.

**For Assistant Manager Posts:** Final Year studying students are also eligible to apply for AM Posts. However, they have to produce Final Marksheet at the time of Interview

## 1. A. **EDUCATIONAL QUALIFICATION**

### (I) **FOR CGM/GM/DGM/SM/MGR & AM ( TECHNICAL POSTS)**

i. Four years Full Time Engineering Degree (BE, B Tech) with First Class or 60% Overall Marks (55% for SC/ST/OBC/PwBD as applicable). Lateral entry to 3<sup>rd</sup> semester of 8 semester 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.
- Electrical – Electrical/ Electrical & Electronics/ Electrical & Instrumentation
- Electronics – Electronics/ Electronics & Communication/ Applied Electronics & Instrumentation/ Electronics & Telecommunication/ Electronics & Instrumentation/ Instrumentation & Control
- Naval Architecture – Naval Architecture/Naval Architecture & Shipbuilding/ Naval Architecture & Ocean Engg./Naval Architecture & Marine Engg./Ocean Engg. & Naval Architecture/Naval Architecture & Offshore Engg.
- Production- Production Engineering/ Production Engineering & Management/ Production & Industrial Engineering/Manufacturing Technology/Engineering
- Civil-Civil/Civil & Structural/Structural

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. For Assistant Manager posts, Distance Learning/ Part time courses in the concerned disciplines will be allowed for internal candidates of GRSE only.

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.

### (II) **FOR DM(LEGAL) POST**

Graduate + LL.B integrated course is allowed for Legal post. The integrated Professional Legal qualification should be of 5 years duration after 10+2 qualification.

### (III) **Following will be applicable to all the posts except Junior Manager 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) 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.

## **B. EDUCATIONAL QUALIFICATION FOR JUNIOR MANAGER POSTS**

- i. Diplomas as referred above are those, which have been awarded by University/Institution recognized by Government of India/State Government.
- ii. Grouping of Disciplines in Diploma:
  - Mechanical – Mechanical/Mechanical & Industrial Engg./Mechanical & Production Engg./Marine Engg.
  - Marine Engineering - Marine Engineering.
  - Production- Production Engineering/Production Engineering & Management/Production & Industrial Engineering/Manufacturing Technology/Engineering.
  - Electrical – Electrical/Electrical & Electronics/Electrical & Instrumentation
  - Electronics – Electronics/Electronics & Communication/Applied Electronics & Instrumentation/Electronics & Telecommunication/Electronics & Instrumentation/Instrumentation & Control
- iii. 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.
- iv. Full time Diploma will only be considered. **Distance learning/part-time courses can be considered for internal candidates only.**
- v. For Defence Service Personnel, the following will be considered:
  - Diploma acquired before joining Defence force should be from Government recognized Board of technical education/council
  - Joined Defence forces without technical/professional qualification but underwent prescribed training and awarded Diploma issued from Training Institute/School of Armed Forces will be considered as equivalent qualification.
  - Certificate issued stating that possessing qualification equivalent to Degree or Diploma on completion of specified years of service will not be considered at par with Graduate or Diploma awarded by University/Institution recognized by Government of India/State Government.
- vi. Required experience of 08 years should be post qualification experience i.e. experience acquired after obtaining Diploma.

## **2. MAXIMUM AGE LIMIT**

- i. Maximum age limit for applicants in the posts under UR Category is **54 years for Chief General Manager, 52 years for General Managers, 50 years for Additional General Manager, 48 years for Deputy General Manager, 45 years for Senior Manager, 42 years for Manager, 35 years for Deputy Manager, 28 years for Assistant Manager and 32 years for Junior Managers as on 01 May 2023.** 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 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 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.
- iii. Maximum age as on cut-off date after all relaxations for all categories (SC/ST/OBC/PwBD/Ex-Servicemen) and internal candidates shall not exceed 56 years.

## **3. RESERVATION**

- i. Reservation for SC / ST / OBC / 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. SC/ST/OBC 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/grse2023**.

- 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, PH etc. through **ORDINARY POST** only to **Post Box No. 3076, Lodhi Road, New Delhi – 110003**, so as to reach within 12 Jun 2023. The envelope containing the application and supporting documents should be super-scribed with **“GRSE Employment Notification No. 2023/03 (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](http://www.grse.in) and also in <https://jobapply.in/grse2023>.
- vii. **All correspondence with candidates shall be done through e-mail only. All information regarding Admit Card 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 Card/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

**(A) The selection for all posts (except Assistant Managers) will be through interview only.**

**(B) Selection Process for Assistant Manager**

- (i) Written Test will be scheduled **tentatively** in the month of July 2023 at Kolkata.
- (ii) No TA will be paid to the candidates for appearing in the Written Test.
- (iii) Pattern of Written Test will be as follows:

<u>Type of Question</u>	<u>No. of Questions</u>	<u>Marks</u>	<u>Remarks</u>
Part-I Discipline Knowledge Questions	60	60	<ul style="list-style-type: none"> <li>• Duration of Written test – 90 minutes</li> <li>• Question paper language - Bi-lingual (English and Hindi).</li> <li>• Question paper type - Objective type with Multiple Choices Questions.</li> </ul>
Part-II General Management Aptitude Test (Mental Ability, Reasoning, English, Data Analysis, Numerical Ability etc.)	25	25	
<b>TOTAL</b>	85	85	

- (iv) In case any ambiguity / dispute arises on account of interpretation in versions other than English, the English version will prevail.
- (v) Based on the performance in Written Test, candidates will be shortlisted / called to appear for Interview. Candidates appearing for interview have to produce final mark-sheet/certificate before interview.

**(C) SERVICE AGREEMENT BOND FOR ASSISTANT MANAGERS**

Candidates joining GRSE in Assistant Manager (Grade-E1) will have to execute a Service Agreement Bond to serve the company for 3 years. An amount towards security deposit of 5% of their Basic pay & DA (as applicable at the time of joining) for 3 years which will be deducted from the monthly pay and will be refunded on the completion of 3 years of service including probation period with normal saving bank interest (SBI rates). Bond value will be the deductible amount for 3 years. This deposit will be forfeited if the joinee leaves the company before completion of 3 years and will be liable to pay the balance bond amount.

**5. APPLICATION FEES**

- i. **Application fees is Rs. 500/- 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/grse2023> for details regarding remittance of Application Fee.
- iv. No other mode of payment will be accepted.

**6. PAY SCALES**

**(i) (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

Posts	Grade	Pay Scale of the posts advertised	Rank (Navy/Army/Air Force/Coast Guard)
CGM	E-8	1,20,000-3%-2,80,000	Commodore or equivalent
GM	E-7	1,00,000-3%-2,60,000	Commodore or equivalent
AGM	E-6	90,000-3%-2,40,000	Captain or equivalent
DGM	E-5	80,000-3%-2,20,000	Commander or equivalent
SM	E-4	70,000-3%-2,00,000	Lieutenant Commanders or equivalent
MGR	E-3	60,000-3%-1,80,000	Lieutenant or equivalent
DM	E-2	50,000-3%-1,60,000	Sub-Lieutenant or equivalent
JM	E-0	30,000-3%-1,20,000	Chief Artificer or Chief Petty Officer or equivalent

**(b) From PSU / Govt. Department:**

Applicants must have minimum 2 years of experience in the immediate lower grade for the posts advertised. 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.)
CGM	E-8	1,20,000-3%-2,80,000	130600-3%-215900	100000-3%-260000
GM	E-7	1,00,000-3%-2,60,000	130600-3%-215900	90000-3%-240000
AGM	E-6	90,000-3%-2,40,000	130600-3%-215900	80000-3%-220000
DGM	E-5	80,000-3%-2,20,000	78800-3%-209200	70000-3%-200000
SM	E-4	70,000-3%-2,00,000	69400-3%-207200	60000-3%-180000
MGR	E-3	60,000-3%-1,80,000	69400-3%-207200	50000-3%-160000
DM	E-2	50,000-3%-1,60,000	56100-3%-177500	40000-3%-140000

**(ii) From Private Sector:**

The applicants working in private sector should indicate their salary head wise (monetary/cash part) which forms part of FORM 16 with supporting document. 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 with a lower variance up to maximum of 10% of CTC of equivalent grade in GRSE will be reckoned. The variance may be relaxed upto maximum of 25 % of CTC for Private sector candidates at the discretion of Management. Maximum variance of 40 % of CTC will be considered in case of Private Practitioners [applying for the post of DM (Legal), DM (Medical) & DM (Medical)-Fixed Term] at the discretion of Management. CTC of the immediate lower grade for the advertised posts are given below.

Post advertised and the Grade	CTC of immediate lower grade (Rs.)
CGM(E-8)	29.76 Lakhs GM (E-7)
GM(E-7)	26.79 Lakhs AGM (E-6)
AGM (E-6)	23.81 Lakhs DGM (E-5)
DGM (E-5)	20.83 Lakhs SM (E-4)
SM (E-4)	17.86 Lakhs MGR (E-3)
M (E-3)	14.88 Lakhs DM (E-2)
DM (E-2)	11.90 Lakhs AM (E-1)

## 7. 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 posts 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 etc. are admissible as per the Rules. **The present CTC per annum for the advertised posts is given below:**

Post advertised for the Grade	CTC (Rs.)
CGM (E-8)(Fixed Term)	33.74 Lakhs
GM (E-7)	29.76 Lakhs
AGM (E-6)	26.79 Lakhs
DGM (E-5) (Fixed Term)	22.49 Lakhs
SM (E-4)	20.83 Lakhs
MGR(E-3)	17.86 Lakhs
DM (E-2)	14.88 Lakhs
DM(E-2) Medical (Fixed Term)	15.25 Lakhs (Including NPA @ 20% of Basic Pay)
DM(E-2) Medical	16.08 Lakhs (Including NPA @ 20% of Basic Pay)
AM (E-1)	11.90 Lakhs
JM(E-0)	8.93 Lakhs

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
CGM (E-8), GM (E-7)	Both ways air-fare by economy class at actual on production of Receipt/Ticket and Boarding Pass for incoming journey
AGM (E-6), DGM (E-5), SM (E-4), MGR (E-3), 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

<b>Candidates appearing for interview for the Post advertised for the Grade</b>	<b>Entitlement of reimbursement of travelling fare</b>
AM (E-1), JM (E-0)	Both ways AC Three 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. **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 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](mailto:recruitment@grse.co.in)

## 8. IMPORTANT DATES

<u>Sl.</u>	<u>Details</u>	<u>Dates</u>
(a)	Start Date for Online Registration	16 May 2023
(b)	Closing Date for Online Registration	06 Jun 2023
(c)	Remittance of Application fees	06 Jun 2023
(d)	Receipt of hardcopy of application signed by candidate along with Certificates / testimonials in support of eligibility through Ordinary post only.	12 Jun 2023
(e)	Date of Written Test For the posts of Asst Manager	To be announced Later
(f)	Date of Interview	To be announced Later

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