

HINDUSTAN SHIPYARD LIMITED : : VISAKHAPATNAM – 530 005

(A Government of India Undertaking)

[Eighty-Three years of Service to the Nation]

ADVT NO. HR/ES(O)/0102/02/2024 Dated 07 Dec 2024

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:

SI	Name of the Post	Post Code	Reservation	No. of Vacancies
P1	Deputy Manager (Finance) [E2]	02/2024/DM01	UR	01

Consultant on Fixed Term Contract & Part Time Basis:

SI	Name of the Post	Post Code	No. of Vacancies
C1	Consultant (IT/ ERP)	02/2024/CON01	01
C2	Senior Consultant (Indigenization & Business Development) - South Zone	02/2024/CON02	01
C3	Senior Consultant (Vendor & Business Development) – Mumbai Zone	02/2024/CON03	01

Important dates for present recruitment process are as indicated below:

IMPORTANT DATES	
Date of commencement of ONLINE application for all posts	07 Dec 2024 From 1000 hrs
Last Date for ONLINE submission for all posts (Once submitted editing is not allowed)	06 Jan 2025* up to 1700 hrs - For Consultant Posts 20 Jan 2025* up to 1700 hrs - For Permanent Post <i>* Date of Selective Posts could be extended at the discretion of HSL.</i>

1. On Permanent Absorption basis:

S No.	Name of the post (Grade)	Pay Scale (IDA)	Max. Age As on 20 Jan 2025	Discipline/ Reservation & No. of posts	Qualification	Professional experience as on 20 Jan 2025
P1	Deputy Manager [Finance] (E2)	Rs. 50,000-1,60,000/- (E2) CTC is shown in the table below	35 Yrs.	01 Post [01- UR]	Essential: Graduate with Qualified / Passed Final Examination from ICAI/ICWAI.	Essential: [a] Experience: Minimum 05 years post qualification experience in one/more of the following in Govt Organisation/PSU/Private Organisation of Repute. (i) Financial & Cost Accounting. (ii) Financial Management / Funds Management (iii) Budgeting, Treasury Management and Financial Statements. (iv) Financial / Cost Auditing (v) Finance management / cost control [b] Lower Grade Experience: (i) Candidates from Govt. / PSUs: Should have minimum 03 years' experience in immediate lower grade of <u>IDA-PSU</u> - Rs. 16,400 - 40,500 (2007); Rs. 40,000 – 1,40,000 (2017); <u>CDA/Govt.:</u> 7th CPC Pay matrix: Pay level 7 (ii) Candidates from Private Sector: Candidates from Private Sector should have last CTC of not less than 11 Lakhs Per Annum.

2. Consultants on Fixed Term Contract & Part Time basis:

S No.	Name of the post (Grade)	Remuneration (Consolidated Pay)	Max. Age As on 06 Jan 2025	Qualification	Professional experience as on 06 Jan 2025
C1	Consultant (IT/ERP) – [01 post] On fixed term contract basis for 01 year extendable up to 01 year + 01 year subject to requirement and satisfactory performance.	Rs. 1,10,000/- [Per Month] + Rs. 2,800/- year To be available at HSL for a minimum of 12 working days per month and balance through VC/ Email as and when required	62 years	<p><u>Essential:</u> BE/B.Tech. in any discipline/ M.Sc (IT/CS)/ MCA with not less than 60% marks from a recognized university / AICTE approved institution preferably from Tier I institutions.</p> <p><u>Desirable:</u> Post-Graduation from a reputed institution with 60% marks / equivalent GPA.</p>	Candidate should have minimum 10 years post-qualification experience in any of the following: - i) Experience in various ERP flavor like ECC, S4 HANA and any other. ii) Completion of at least two end-to-end implementations in ERP/ Networking / IT implementation. iii) Conducting Unit tests, Integration tests and system Integration. iv) Coordination with IT Projects team. v) Information security and Cyber security related areas.

S No.	Name of the post (Grade)	Remuneration (Consolidated Pay)	Max. Age As on 06 Jan 2025	Qualification	Professional experience as on 06 Jan 2025
C2	<p>Senior Consultant (Indigenization & Business Development) - South Zone [01 Post]</p> <p>On fixed term contract basis for 01 year & extendable up to 01 year + 01 year subject to satisfactory performance/ Requirement.</p>	<p>Rs 1,20,000/- [Per Month]</p> <p>+Yearly increase of Rs.3000/-</p> <p>TA/DA on local travel or outstation travel will be paid on par with equivalent to HSL officers (E7 Grade).</p> <p>Accommodation will be provided by HSL during the official outstation stay while on duty.</p> <p>To be available at Chennai / Coimbatore / Visakhapatnam for a minimum of 16 working days in a month (cumulative) and balance through VC/Emails</p>	62 years	<p><u>Essential:</u> B.Tech (Mechanical Engg)</p> <p><u>Desirable:</u> Masters Degree</p>	<p><u>Essential Experience:</u></p> <p>The candidate should have 25 years of post-qualification experience in Defence (Navy / Marine field) / Government organisations / Defence Public Sector Undertakings, which should include: -</p> <p>(i) Experience in management level dealing with Indigenisation and indigenous solutions in ship building & repairs and infrastructure development.</p> <p>(ii) 05 years in an organisation which is directly involved in indigenisation / indigenous solutions dealing with vendor development/ assessment of warships/ submarine equipment by understanding Naval Standards and specifications.</p> <p><u>Desirable:</u></p> <p>(i) Experience in implementing, business strategies, corporate evaluation & development in an industrial establishment, ability to provide insights on new technologies, new products and improvements in corporate, business, startups, AI, Industry 4.0, vendor and indigenisation.</p> <p>(ii) Candidate based in Chennai/Coimbatore will be given preference.</p>

S No.	Name of the post (Grade)	Remuneration (Consolidated Pay)	Max. Age As on 06 Jan 2025	Qualification	Professional experience as on 06 Jan 2025
C3	<p>Senior Consultant (Vendor & Business Development) – Mumbai Zone [01 Post]</p> <p>On fixed term contract basis for 01 year & extendable up to 01 year + 01 year subject to satisfactory performance/ Requirement.</p>	<p>Rs 1,20,000/- [Per Month] +Yearly increase of Rs.3000/-</p> <p>TA/DA on local travel or outstation travel will be paid on par with equivalent to HSL officers (E7 Grade).</p> <p>Accommodation will be provided by HSL during the official outstation stay while on duty.</p> <p>To be available at Mumbai/Visakhapatnam office for a minimum of 16 working days in a month (Cumulative) and balance through VC/Email</p>	62 years	<p><u>Essential:</u> B.Tech (Mechanical Engg)</p> <p><u>Desirable:</u> MBA / M.Tech</p>	<p><u>Essential Experience:</u></p> <p>(i) The candidate should have at least 25 years of post-qualification experience in relevant area out of which at least 04 years in management level dealing with shipbuilding projects in the maritime agencies or Govt. of India.</p> <p>(ii) Experience in project management, preferably shipbuilding / RFP/ Contract management / Exports.</p> <p><u>Desirable:</u> Experience in implementing, business strategies, corporate evaluation & development in an industrial establishment, ability to provide insights on new technologies, new products and improvements in corporate, business, vendor and indigenisation.</p>

TERMS AND CONDITIONS

A. Scale of Pay & Benefits:

For Permanent:

(i) In addition to Basic Pay, the regular officers shall be entitled for payment of Industrial DA, HRA and Allowances of 27% on Basic Pay (under cafeteria approach, subject to review by Govt), Contributory Provident Fund, Gratuity, Reimbursement of Medical expenses for In-Patient treatment, Leave Encashment, Subsidized Lunch etc. as admissible as per the company policies/government regulations.

(ii) Table below indicates the CTC at the minimum of scale as on date:

Grade	Pay scale	Annual CTC (approx.)
E2	Rs. 50,000-1,60,000/-	Rs. 14.59 lakhs per annum

B. Relaxations:

(i) **Internal candidates** (only permanent employees) 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.

(iii) 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 issued not later than 01.04.2024. Similarly, the candidates under Economically Weaker Section (EWS) category will have to submit the “Income & Asset” certificate issued by the competent authority not later than 01.04.2024.

(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 and Internal 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 and the receipt of the online payment is to be saved for future reference.**

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

(i) Candidates from Private Sector Companies will be considered subject to fulfilment of criteria of their present CTC as indicated against relevant serial of detailed advertisement. Candidates are required to furnish the proof for the same along with the application. **[only for permanent posts]**

(ii) Candidates presently working in Government organisation should submit “**No Objection Certificate**” from the present Organisation prior interview. Without “**No Objection Certificate**”, the candidate may not be called for the interview. **[only for permanent posts]**

(iii) Without submission of CTC certificate and annual turnover proof of the present working company, application of the candidate could be summarily rejected. Training period, Teaching experience, Apprenticeship/ Internship and period of sabbatical, Extraordinary leave will not be counted towards work experience for the purpose of eligibility and while applying for the posts, candidates must ensure that they are not including such period as experience. **[for all posts]**

F. Method of Selection:

(i) Candidates meeting the essential qualification and experience criteria and minimum grade service/ CTC criteria shall be shortlisted for interviewed either online on ‘VC Mode’ or by physical mode at Hindustan Shipyard Limited. The candidates called for physical interview shall be reimbursed “to & from” 2nd AC train fare’ for post number 01. Candidates at their choice may perform journey by air however, reimbursement shall be limited to ‘to & from train fare’ by shortest route. The selection process may include group discussion, preliminary screening interview and final selection interview. Decision of selection committee shall be final and no representation, whatsoever it may be, shall be entertained. **No travel fare shall be paid to FTC and Consultants posts.**

(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 may be shortlisted based on the Percentage of Marks secured by them in essential qualifying examination/graduation.

(iii) Incomplete applications shall be summarily dismissed. In case of any discrepancy in the application, the candidature will be summarily rejected.

- (iv) Mere fulfilment of eligibility criteria shall not confer any right to the applicant for being called for the interview/ selection process.
- (v) Detailed scrutiny of the applications shall be done to ascertain the eligibility and with a view to select for the purpose of interview, only those candidates who are considered suitable in terms of the nature and quality of technical knowledge and professional expertise required for each specific post. Mere issuance of call letter for appearing in the selection process shall not imply that the candidate is eligible for the interview/post.
- (vi) Decision of management in shortlisting of the candidates shall be final.
- (vii) **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
- (viii) 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. However, officers selected could be transferred to any other station for project upto 2 Yrs in one stretch. Also officers would be required to undertake outstation duties to Delhi/ Yards/Vendor Premises as and when required.
- (ii) 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 **[for Consultants]**
- (iii) HSL may cancel a post/advertisement prior interview and inform the same on HSL website.
- (iv) Candidate not qualified/shortlisted/selected will not be provided any reason for the same.
- (v) No correspondence will be entertained from candidates not shortlisted/ not selected.

H. **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.
- iv. During the online application submission process, ensure that candidates should **upload the mandatory attachments, which include self-attested copies of your Degree/PG Marks lists, Provisional Certificate, Proof of Date of Birth, Caste/PH Certificate, Experience certificates, the most recent salary certificate and Annexure-I** into the application form.
- v. **Only candidates meeting essential qualification and experience will be shortlisted/ qualified for the selection process.**
- vi. **Disclosure of insufficient information 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. Applicants who are presently working in any company (Private / Public Sector / Govt), in the absence of experience certificate, should submit copy of Appointment / Offer letter issued by the company, Latest Pay Slip / copy of Last Pay drawn as proof of experience. For past employment, experience certificate indicating the date of joining as well as relieving should be submitted. The candidates should submit all certificates to establish the experience claimed in their online application, failing which their candidature shall be cancelled and they shall not be considered for further selection.
- x. While applying for a post, the candidate should ensure that he/she fulfils the prescribed eligibility criteria on the cut-off date/s and that the particulars furnished are correct in all respects. If at any stage of recruitment or thereafter it is detected that a candidate has furnished any incorrect/ incomplete information or has suppressed any material fact (s) to be considered as eligible, his/her candidature will stand automatically cancelled. If any shortcoming (s) is/are detected after his/ her assumption of charge, his/her service is liable to be terminated without any notice.
- xi. 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.
- xii. The Management reserves the right to create and operate a panel of shortlisted candidates.
- xiii. The Qualifying Requirement /Experience & Age limit shall be reckoned as on the last date for online submission of application before the final dates shown above.
- xiv. 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.
- xv. The Management reserves the right to Increase or decrease the number of posts or consider for lower posts/grades to meet the organizational requirement or cancel the recruitment process, if need so arises, without issuing any notice or assigning any reason thereof.
- xvi. **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.**
- xvii. All correspondence with candidates shall be done through e-mail only. All information regarding Interview Call Letter etc. shall be provided through e-mail uploaded at the time of application/uploading on HSL website. Responsibility of receiving, downloading and printing of Interview Call Letter or any other information shall be of the candidate only. HSL 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.

- xviii. Candidates who got selected has to submit their dependents medical history declaration before joining to HR Dept.
- xix. All selected candidates are to be submitted their medical test reports prior to their joining. Joining is subjected to the medical clearance.
- xx. All appointments are subject to medical fitness as per the Rules of HSL.
- xxi. Any canvassing directly or indirectly by the applicant will disqualify his/her candidature.

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

1. The Application should be submitted ONLINE via <http://www.hslvizag.in>
2. The cut-off date for ascertaining age and experience, etc. will be the last date of submission of online application, i.e. 20 Jan 2025 (For Permanent Posts) and 06 Jan 2025 (for Consultant Posts)
3. 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.
4. Candidate should upload his/her photograph (20 – 50KB) and signature (10 – 20KB) in the prescribed format and size.
5. Candidates are requested NOT to be idle for more than 5 minutes to avoid the expiry of web page while filling the online application.
6. Candidate should be ready with all the bio-data before filling the application.
7. Click on “Careers” under “Human Resources” visit “Current Openings” link to view the openings available.
8. Please read the advertisement notice carefully, candidates are advised to self-check their eligibility against the recruitment posts.
9. Click on the respective link under “Apply Now” to submit the application online.
10. Registration process contain 3 stages 1) Personal details 2) Educational details and 3) Payment details
- 11. Upload the Essential/ Mandatory Self-Attested Documents in online application portal while registration.**
12. If you have experience, please select “Experienced” else “Management Trainee” from the dropdown control against “Type of post”.
13. 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.
14. After successful completion of all the stages you will receive a confirmation message.
15. Candidates who have chosen SAVE (button) option are allowed to SUBMIT the application using **Edit Application** option at a later time before the closing date.
16. You will receive a confirmation e-mail with the Registration ID and a link to view your submitted application form.
17. Candidates are also advised to check their SPAM if the email does not reach inbox.

18. Take a print-out (Hard copy) of the filled Online Application for future reference.
19. Keep your DOB and Registration ID confidential.
20. In case of difficulty in registration or for any clarification, candidates may contact recruitment@hslvizag.in electronically.

EXPERIENCE DETAILS (Annexure - 1)

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

Sl. No.	Name of the Organisation	Designation & Grade	Nature of Duties (Detailed)	No. of years	Salary/CTC