



# Garden Reach Shipbuilders & Engineers Ltd.

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

Regd. Office : 43/46, Garden Reach Road, Kolkata-700 024

(Employment Notification No. OS: 02/11)

## REQUIRES

GRSE Ltd. is one of the premier Defence Shipyards enjoying the Mini Ratna, category – I status and effectively contributing to the defence preparedness of the country by building different sophisticated and state-of- the- art warships. The Company requires Officers under permanent category in following disciplines :

Last date of receiving applications 14.06.2011

Grade	Scale of Pay	Max. age as on 01.06.11	Field / No. of vacancies with reservation status	Minimum Qualification	Minimum post qualification experience in officer or equivalent grade as on 01.06.11
Senior Manager	29100-3%-54500	47 yrs.	Corporate Planning & Marketing – 1 post (UR)	Degree in any Engineering Discipline or equivalent with PG Diploma/MBA or equivalent in Marketing / Strategic Planning	(a) 11 yrs. relevant experience out of which 3 yrs. in lower grade or in equivalent rank. OR (b) Master degree in Engineering having PG Diploma/ MBA or equivalent in Marketing / Strategic Planning with 9 yrs. similar experience as mentioned above out of which 3 yrs. in lower grade or in equivalent rank. (c) Engineering Graduates having MBA/ PG Diploma qualification from reputed institutes like IIMs/ MDI/ XLRI / Jamnalal Bajaj, etc; with relevant experience will have an added advantage. (d) For deserving cases experience may be relaxed by maximum two years.
Deputy Manager	20600-3%-46500	42 yrs.	Law - 1 post (OBC)	LLB	(a) 5 yrs. experience in Corporate / Commercial Law/ Arbitration matters/ Law of Contracts. (b) Serving or retired Officers from Defence Forces or Coast Guard from Legal branch with requisite qualification and experience may also apply.
Deputy Manager	20600-3%-46500	42 yrs.	Liaison Officer to be posted at Delhi. - 1 post (UR)	Engineering Graduate in any discipline Or Graduate with 2 yrs. full-time or 3 yrs. part time PG diploma in Business management / Marketing/ Finance or MBA in above discipline	(a) 5 yrs. Liaisoning/ Techno-commercial experience with different Govt. / Semi Govt. Organizations preferably with Ministry of Defence. Or (b) Master Degree in Engineering or equivalent with 3 yrs. similar experience as mentioned above. (c) Serving or retired Officers from Defence Forces or Coast Guard with requisite qualification and experience may also apply.

OBC = Other Backward Class; UR = Unreserved

### NOTE :

- Reservation for SC/ST/OBC/PH as applicable has been indicated against each. However, candidates from reserved categories fulfilling eligibility criteria may also apply for the post earmarked as UR as per Government Rules.
- Persons with 40% disability having handicapped certificate issued from Competent Authority can also apply for the post in accordance with provision of Para 25 of DOP & T OM No. 36035/3/2004-Estt (Per ) dated 29 Dec 05.
- Degree / Diploma as referred above are those, which have been awarded by recognized reputed University/Institution.
- Working knowledge in Computer is essential for all posts.
- Relaxation of age for SC / ST / OBC / PH / Ex-Service Man as per Government Rules. The upper age limit shall be relaxed by five years for internal candidates. CMD is empowered to relax upper age limit upto three years in all cases over and above the prescribed limits mentioned above.
- In Addition to Basic pay, Industrial DA, HRA, other perks, LTA, CPF, Medical facilities, Gratuity etc. are admissible as per the Company's Rules.
- Serving or retired Defence Officers in the rank of Lieutenant Commander or equivalent with requisite qualifications and experience for Senior Manager (Corporate Planning & Marketing) and Sub- Lieutenant or equivalent with requisite qualifications and experience for the posts of Deputy Manager may also apply.
- GRSE reserves the right to fill up all the post based on suitability or altered the number of post to be filled up or cancel any post or even cancel the whole process of recruitment without assigning any reason.
- Mere fulfillment of eligibility conditions will not entitle a candidate to be called for Interview and no refund of application money in case of cancellation of process or non calling of candidates for interview etc. However, describing candidates having good academic records will be given preference.
- Criteria in experience may be relaxed by maximum two years at the discretion of CMD.
- Serving candidates of Govt./PSUs must apply through proper channel. Last pay drawn of such officers will be protected in accordance with Govt. guidelines.
- 2 Tier A/C railway fare (shortest route) for to and fro journey will be admissible for outstation candidates called for interview.

**A.** Typed application (A-4 size page) giving following details to reach **General Manager (Human Resource & Administration), Garden Reach Shipbuilders & Engineers Ltd., 43/46, Garden Reach Road, Kolkata-700024** within **14 June, 2011**. Application Format is also available at GRSE website : **www.grse.nic.in**

- Name of the Post applied for with stream, (b) Employment Notification No. & Date, (c) Name (d) Father's / Husband's Name (e) Address : (i) Permanent & (ii) Correspondence (f) Phone / Mobile No. (g) Email (h) Age and Date of Birth (with supporting document) (i) Religion (j) Caste (Genl. / SC / ST / OBC) (Certificate in case of SC/ST/OBC) (k) Physically Handicapped / Ex-serviceman (Certificate to be enclosed) (l) Married or Single (m) Educational and Professional qualification beginning with matriculation/ equivalent alongwith year of passing, % a ge of marks, Division / Class obtained, subjects taken indicating Board / University (documents to be enclosed) (n) Details of experience including names of Organizations, position held / nature of duties with duration along with basic pay / allowances drawn mentioning pay scales (previous & present ) (enclosing supporting documents) and last pay drawn certificates.

**B.** Applications are to be accompanied by a Postal Order / Bank Draft of Rs. 50/- drawn in favour of "GARDEN REACH SHIPBUILDERS & ENGINEERS LIMITED" payable at Kolkata. SC/ST and PH candidates are exempted.

**C.** Applications are to be submitted in an envelope superscribing the post with discipline applied for. Please also mention the name and the post alongwith discipline on the reverse side on the Bank Draft / Postal Order.

**D.** Application should be sent within closing date. The Company will not be responsible for any postal delay. Candidates applying through proper channel are required to forward advance copy within due date.

**E.** Incomplete applications and application without Postal Order / Bank Draft , wherever applicable, will be liable to be rejected.



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