

**MAZAGON DOCK LIMITED**  
(A GOVT. OF INDIA UNDERTAKING)  
DOCKYARD ROAD, MUMBAI 400 010.

**ADVERTISEMENT REF. NO. MDL/ HR-O/ REC/ 20/ 2012**

Mazagon Dock Limited (MDL) is India's leading Shipbuilding Company with ISO 9001:2008 accreditation. It is a profit-making Central Government Schedule 'A' PSU under the Ministry of Defence, Department of Defence Production, engaged primarily in the building of Warships and Submarines for the Indian Navy. MDL has a consistent growth, both in physical as well as financial parameters and has an ambitious growth plan. The present turnover is around ₹ 2600 Cr. and PBT is ₹ 695Cr., which is projected to be higher in the coming years. MDL has employee strength of around 8400.

**1.** Applications are invited from **Indian Nationals** for the following posts in the Industrial Dearness Allowance (IDA) Pay Scale:

Eligible & interested candidates are required to apply online.

(Online Application opens from **23.07.2012** and closes on **22.08.2012.**)

<b>No.</b>	<b>Post/ Vacancy</b>	<b>Grade</b>	<b>Total vacancies</b>	<b>Vacancies (Break-up)</b>	<b>Post Qualification Experience (in years) as on 22.08.2012</b>	<b>Upper Age limit as on 22.08.2012</b>
1.	Chief Manager	E-5	21	Mechanical-11 Electrical-02 Electronics-01 Logistic-03 Dock Master-01 Security-01 HR-02	11	44
2.	Manager	E-4	02	HR-02	08	40
3.	Deputy Manager	E-3	03	HR-03	05	36
4.	Assistant Manager	E-2	38	Mechanical-28 Electrical-03 Electronics-02 Legal-01 Security-01 HR-03	03	32
5.	Senior Engineer	E-1	08	Electrical-03 Electronics-02 Safety-01 Security-02	01	28
6.	Senior Engineer (Ex-Navy)	E-1	12	ERA-09 Stores-03	12	28
		<b>Total</b>	<b>84</b>			

**2. QUALIFICATION GROUPING - TECHNICAL DISCIPLINES:**

<b>Discipline</b>	<b>To include</b>
Mechanical	Mechanical/ Mechanical & Industrial Engineering/ Mechanical & Production Engineering/ Production Engineering/ Production Engineering & Management/ Production & Industrial Engineering.
Electronics	Electronics/ Electronics & Communication/ Applied Electronics & Instrumentation/ Electronics & Telecommunication/ Electronics & Instrumentation.
Electrical	Electrical/ Electrical & Electronics/ Electrical & Instrumentation.

**3. GRADE, PAY SCALES AND RESERVATIONS**

<b>Grade</b>	<b>Pay Scales (₹)</b>	<b>*CTC per annum in Lakhs (Approx)</b>		<b>Reservations</b>				
		<b>Min. (₹)</b>	<b>Max. (₹)</b>	<b>SC</b>	<b>ST</b>	<b>OBC</b>	<b>UR</b>	<b>Total</b>
E-5	32900-58000	9.90	17.50	03+01BL	01+01BL	05+02BL	08	21
E-4	29100-54500	8.75	16.40	01BL	01BL	00	00	02
E-3	24900-50500	7.50	15.20	01BL	01BL	01BL	00	03
E-2	20600-46500	6.20	14.00	06	02+01BL	08	21	38
E-1	16400-40500	4.90	12.20	09BL	03BL	07BL	01	20
<b>Total</b>				<b>84</b>				

(BL=Backlog vacancies)

\* In addition, Encashment of Leave, Gratuity, Hospitalisation benefits and other facilities are also admissible as per Company's Rules. Performance Related Pay (PRP), which is also admissible, has a linkage with individual as well as Company's performance.

**4. PERSONS WITH DISABILITIES (PWD):**

VH	HH	OH	Total
01	01	01	03

Only such person, who suffers from not less than 40% of relevant Disability are eligible to be considered under PWD as per "the Persons With Disabilities (Equal Opportunities, Protection Of Rights & Full Participation) Act - 1995."

The reservations for PWD candidates may increase or decrease depending upon the actual status/ requirements at the time of Personal Interview.

**5. QUALIFYING REQUIREMENTS:****Chief Manager (Mechanical/ Electronics/ Electrical) (Post at Sr. No. 1)****Qualification:**

Full-Time degree in Engineering in Mechanical/ Electronics/ Electrical with minimum First Class or 60% Marks or equivalent CGPA from a recognized University/ Deemed University Or Institute recognized by AICTE.

**Experience:**

Candidate should have relevant post qualification work experience in Fabrication/ Production/ Outfitting/ Planning/ Design/ Project Management. Experience in Commercial functions, Contract negotiations and Materials procurement would be an added advantage.

**Job requirement:**

The incumbent is supposed to work in shops and on ships, on submarines, on mechanical/ electrical/ electronic system outfitting, designing/ fabrication of ships/ submarine/ all structures and in planning and in maintenance of electrical/ electronic equipment and substation. The incumbent will be responsible for material procurement from imported, indigenous and local sources, custom clearance of materials, cash purchases, Management of stores, Projects, Maintenance etc. He may be deployed for any other duties of the Company depending on the requirements as may be decided by the Management.

**Chief Manager (Logistic) (Post at Sr. No. 1)****Qualification:**

Full-Time Engineering Degree in any discipline with minimum First Class or 60% Marks or equivalent CGPA

With,

Post Graduate Degree/ Diploma in Material Management/ MBA with specialization in Operation Management/ Material Management.

**Experience:**

Candidate should have relevant post-qualification work experience in Logistic Management, Supply Chain Management, Inventory Management and Data Management. Exposure in e-bidding/ e-tendering and Commercial procedures shall have an added advantage.

**Job Requirement:**

The incumbent is supposed to work in the area of Logistic Management, Supply Chain Management, Inventory Management and Data Management. The incumbent will be responsible for material procurement from Imported, indigenous and local sources, custom clearance of materials, cash purchases, Management of stores, Projects, Maintenance etc. He may be deployed for any other duties of the organization depending on the requirements as may be decided by the Management.

**Chief Manager (Dock Master) (Post at Sr. No. 1)****Qualification:**

Full-Time Engineering Degree in the discipline of Mechanical Engineering/ Naval Architecture/ Civil Engineering with minimum First Class or 60% Marks or equivalent CGPA from a recognized University/ Deemed University Or Institute recognized by AICTE.  
OR

Full-Time Diploma in Engineering with minimum First Class or 60% Marks from a recognized Institute.

**Experience:**

Post qualification experience of 11 years (in case of Degree) & 14 years (in case of Diploma) in the following-

- i. Reading docking plans and laying dock blocks as per plan.
- ii. Basic calculation for docking vessels (taking into considerations of change in tide, underwater appendages, dock block dimensions, etc.)
- iii. Manufacture of dock blocks.
- iv. Thorough knowledge of organisation of MBPT, JNPT and Mumbai harbour/ channel.
- v. General awareness of seamanship evolutions and basic navigation.
- vi. Docking/ undocking/ movement of 10000 DWT vessels/ Hydro graphic Survey/ Maintenance of Yard Crafts and related activities.

**Job Requirement:**

The incumbent is supposed to work in the area of Reading docking plans and laying dock blocks as per plan, Basic calculation for docking vessels (taking into considerations of change in tide, underwater appendages, dock block dimensions, etc. Manufacture of dock blocks, Docking/ undocking/ movement of 10000 DWT vessels/ Hydrographic Survey/ Maintenance of Yard Crafts and related activities. He may be deployed for any other duties Of the Company depending on the requirements as may be decided by the Management.

**Chief Manager (Security), Assistant Manager (Security) & Senior Engineer (Security) (Posts at Sr. No. 1, 4 & 5 respectively)****Qualification:**

Degree in any discipline from a recognized University/ Deemed University.

**Experience:**

Experience as an officer in the Armed Forces or Police Department or as Security officer in a large industrial organization.

**Job Requirement:**

The incumbent should be conversant with industrial safety, Security procedures concerning security of personnel, material, property and documents. Should preferably have a valid Driving license. Exposure to liaison work with Police /Revenue/ Port & Airport authorities. Knowledge of Marathi will be an added advantage.

**Chief Manager (HR), Manager (HR), Deputy Manager (HR) & Assistant Manager (HR) (Posts at Sr. No. 1, 2, 3 & 4 respectively)****Qualification:**

Two years Full-Time Post Graduate Degree/ PG Diploma/ MBA (Specialization in HR) having First Class or 60% in:

- i. Labour & Social Welfare or Labour Studies or Labour welfare or PM & IR or Management Studies or Human Resource Management.  
OR
- ii. Personnel Management and/ or Industrial Relations with Labour Welfare/ Social Welfare/ Social Work  
OR
- iii. Social Work/ Social Welfare/ Labour Welfare with PM and/ or IR.  
OR
- iv. HR/ HRD/ Personnel Management.

Qualification should be Full-Time and awarded by recognized University/ Deemed University/ Institute recognized and approved by AICTE.

**Experience:**

Post qualification relevant work experience in handling HRM, Industrial Relations & Employee Relations/ Training & Development/ Talent Management/ Performance Management System, Compensation and Benefits and also experience in handling Administration functions. Knowledge of Marathi will be an added advantage.

**Job Requirement:**

The incumbent will be required to manage HR Systems & Procedures, Industrial Relations & Employee Relations, Role Profiling, Competency Mapping, Performance Management, Compensation & Benefits, Training & Development, Labour Legislations, Wage negotiations, Disciplinary matters, Conciliations and cases related to labour and service matters, industrial canteens, welfare matters. He will also be required to manage Administrative functions such as Liaison with Govt. authorities and other allied Administrative functions.

**Assistant Manager (Legal) (Post at Sr. No. 4)****Qualification:**

Graduate with LLB from a recognized University or Degree in Law (5 yrs integrated course) from a National Law School/ University/ Deemed University.

**Experience:**

Experience in handling matters in Legal Department of a large size reputed Company/ Corporate Law firm. Candidates with bar experience in High Court preferred.

**Job Requirement:**

Drafting and vetting of commercial contracts with domestic and international parties and giving opinion on commercial/ legal issues. He should also have experience in respect of Arbitration matters and liaison with Counsel/ Solicitors.

**Assistant Manager (Mechanical/ Electronics/ Electrical) (Post at Sr. No. 4)****Qualification:**

Full-Time degree in Engineering in Mechanical/ Electronics/ Electrical with minimum First Class or 60 % Marks or equivalent CGPA from a recognized University/ Deemed University Or Institute recognized by AICTE.

**Experience:**

Candidate should have relevant post-qualification work experience in Fabrication/ Production/ Outfitting/ Planning/ Design/ Project Management. Experience in Commercial functions, Contract negotiations and Materials procurement would be an added advantage.

**Job requirement:**

The incumbent to be required to work in shops and on ships, on submarines, on Mechanical/ Electrical/ Electronic system Outfitting/ Designing/ Fabrication of Ships/ Submarine/ all structures and in planning and in maintenance of electrical/ electronic equipment and substation. The incumbent will be responsible for material procurement from imported, indigenous and local sources, custom clearance of materials, cash purchases, Management of stores, Projects, Maintenance etc. He may be deployed for any other duties of the Company depending on the requirements as may be decided by the Management.

**Senior Engineer (Electronics/ Electrical) (Post at Sr. No. 5)****Qualification:**

Full-Time degree in Engineering in Electronics/ Electrical with minimum First Class or 60% Marks or equivalent CGPA from a recognized University/ Deemed University Or Institute recognized by AICTE.

**Experience:**

Candidate should have relevant post qualification work experience in Fabrication/ Production/ Outfitting/ Planning/ Design/ Project Management. Experience in Commercial functions, Contract negotiations and Materials procurement would be an added advantage.

**Job requirement:**

The incumbent is required to work in shops and on ships, on submarines, on Mechanical/ Electrical/ Electronic system outfitting, Designing/ Fabrication of Ships/ Submarine/ all structures and in planning and in maintenance of Electrical/ Electronic equipment and substation. The incumbent will be responsible for material procurement from imported, indigenous and local sources, custom clearance of materials, cash purchases, Management of stores, Projects, Maintenance etc. He may be deployed for any other duties of the Company depending on the requirements as may be decided by the Management.

**Senior Engineer (Safety) (Post at Sr. No. 5)****Qualification:**

Full-Time Degree in any branch of Engineering from a Recognized University/ Deemed University, with minimum 1<sup>st</sup> Class or 60% marks or equivalent CGPA.

And,

Full-Time Diploma in Industrial Safety from a Recognized University / Deemed University.

And,

Adequate knowledge of Marathi Language.

**Experience:**

Candidate should have relevant post qualification work experience in any factory as a Safety Officer.

**Job requirement:**

Facilitate fulfilment of statutory obligations, prevention of injuries and maintaining safe working environment in the organization. He may be deployed for any other duties of the Company depending on the requirements as may be decided by the Management.

**Senior Engineer (Ex-Navy) (ERA) (Post at Sr. No. 6)****Qualification:**

Chief Petty Officer/ Master Chief Petty Officer and above in the relevant trade under Indian Navy/ Ex-Navy.

**Experience:**

Minimum 12 years Post-qualification experience in the relevant trade in the Indian Navy and should have held the rank of Chief Petty Officer / Master Chief Petty Officer and above.

**Job requirement:**

The incumbent will be responsible for Ship/ Submarine construction, Refits, Modernization, in any of the relevant fields of Planning/ Design/ Procurement/ Fabrication/ Berth/ Outfitting/ Quality Assurance/ test and trials. He may be deployed for any other duties of the Company depending on requirement as may be decided by the Management. Candidates having Submarine background will be preferred.

**Senior Engineer (Ex-Navy) (Stores) (Post at Sr. No. 6)****Qualification:**

Chief Petty Officer/ Master Chief Petty Officer in stores branch of Indian Navy.

**Experience:**

Minimum 12 years Post-qualification experience in the relevant trade in the Indian Navy and should have held the rank of Chief Petty Officer/ Master Chief Petty Officer/ EA 3 and above.

Exposure in e-bidding/ e-tendering and Commercial Procedure shall have an added advantage.

**Job Requirement:**

The incumbent is supposed to work in the area of Logistic Management, Supply Chain Management, Inventory management and Data Management. The incumbent will be responsible for material procurement from Imported, indigenous and local sources, custom clearance of materials, cash purchases, Management of stores, Projects, Maintenance etc. He may be deployed for any other duties Of the Company depending on the requirements as may be decided by the Management.

**6. SELECTION PROCESS:**

The selection for the above mentioned posts will be by way of Personal Interview.

**7. ELIGIBILITY OF CANDIDATES FROM PSU/ GOVT. DEPARTMENT/ ARMED FORCES**

- i. Candidates, who are employed in Government/ Public Sector Undertakings, shall have to forward their applications through proper channel or produce 'No Objection Certificate' (NOC) from their present employer latest at the time of the interview; failing which the candidate shall not be allowed to appear for the interview.
- ii. Candidates from Govt/ PSUs should have minimum 2 years experience in one scale of pay below that of the post applied for and for internal candidates 1 year experience in one scale of pay below that of the post applied for.
- iii. In case of candidates in Central Dearness Allowance (CDA) pay scale from including Govt. Dept./ Armed Forces/ PSU, the Pay Scale equivalence for the purpose of (b) above will be considered as per Govt. of India guidelines. The equivalent Pay-Scales in the various grades on both CDA & IDA are given below:

No.	Post	Grade	CDA (₹)	IDA (₹)
1.	CM	E-5	37400-67000-PB4-GP 8700	32,900-58,000
2.	M	E-4	15600-39100-PB3-GP 7600	29,100-54,500
3.	DM	E-3	15600-39100-PB3-GP 6600	24,900-50,500
4.	M	E-2	15600-39100-PB3-GP 6600	20,600-46,500
5.	SE	E-1	15600-39100-PB3-GP 5400	16,400-40,500

**8. AGE RELAXATION:**

- i. The upper age limit is relaxable by 5 years for SC/ ST and 3 years for OBC (Non Creamy layer). The same is relaxed by 10 years for PWD-General, 13 years for PWD-OBC (NCL) and 15 years for PWD-SC/ ST Candidates.
- ii. In case of Ex-servicemen, the upper age limit will be relaxed to the extent of number of years served in Military Service. 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.
- iii. Upper Age will be relaxed to the extent of maximum 5 years for internal candidates.
- iv. The OBC candidates, who belong to Creamy Layer, are not entitled for concession admissible to OBC category and such candidates; therefore need to indicate their category as 'General'. The OBC (Non-Creamy Layer) candidates need to submit the requisite certificate in prescribed format for Central Government jobs from a Competent Authority. The said certificate should not be more than one year old.

**9. CAREER PROSPECTS IN MDL:**

The Company has a conducive and challenging work environment and offers attractive opportunities for growth through; a system of internal transfer providing exposure to different facets of the Company's activities, various training and development programs and through a forward-looking and performance driven promotion policy. A meritorious and hard working Officer can, thus look forward to very good career development prospects.

**10. HOW TO APPLY:**

- i. Eligible candidates shall apply through online registration system by logging on to MDL website [www.mazagondock.gov.in](http://www.mazagondock.gov.in) and clicking on "Online Recruitment". The site shall be activated and will remain functional from **23.07.2012** to **22.08.2012**.
- ii. While applying online, candidates should keep a scanned copy of their passport size colour photograph and their signature in **jpeg** format.
- iii. Candidates are allowed to apply only once and application once submitted cannot be altered. Therefore, candidates should take utmost care while applying/ registering through 'Online Recruitment' process.
- iv. Candidates shall possess a valid and active email-id, which needs to be entered in the application form.

**11. GENERAL INFORMATION AND INSTRUCTIONS:**

- i. Only Indian nationals are eligible to apply.
- ii. Outstation Candidates called for interview shall be reimbursed 2nd AC Rail Fare by the shortest route.
- iii. All original documents such as Degree Certificate, proof of Date of Birth, Caste Certificate, Experience Certificate, 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.
- iv. 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.
- v. Applicants should be of sound health and meet the Medical Fitness Standards as fixed by the Company. Candidates short-listed for appointment following interview shall undergo a medical test conducted/ organized by the Company and certified by the Company's Medical Officer. These short-listed candidates may be required to stay one more day other than the date of interview at their own expenses.
- vi. The Qualifying Requirement/ Experience & Age limit shall be reckoned as on the last date of application. i.e. 22.08.2012
- vii. MDL reserves the right to cancel/ modify the recruitment process, if need so arises without issuing any further notice or assigning any reason thereof.
- viii. Eligible and interested candidates are advised to apply well in advance so as to avoid last minute errors in application.
- ix. Legal jurisdiction for any dispute will be at Mumbai.

**12. ONLINE APPLICATION PROCEDURE:**

- i. Log on to <http://www.mazagondock.gov.in>
- ii. Click on "Online Recruitment" and then click on the relevant post applied for.
- iii. Fill up all the details in the Online Application Form.
- iv. Upload Photograph & Signature in the prescribed Format.
- v. Click SUBMIT and take a print of the filled Online Application Form.
- vi. Candidates short-listed for Personal Interview shall be required to carry a print out of the Online Application Form at the time of Personal Interview.

**12. IMPORTANT DATES:**

No.	Details	Date
1.	Commencement of Online Application.	23.07.2012
2.	Last Date of Online Application.	22.08.2012
3.	Notification regarding schedule of Personal Interviews	15.09.2012

Date: - 17.07.2012

**GENERAL MANAGER (HR-O)**