



**GOA SHIPYARD LIMITED**

**Advt. Ref. No: 03/2024**

**Shortlisted candidates for Document Verification/Skill/Trade Test  
for the post of Office Assistant (Finance / IA) – (On Fixed Term  
Contract Basis)**

Based on the performance in the Computer Based Test (CBT) held on 20.07.2024 for the post of **Office Assistant (Finance / IA) – (On Fixed Term Contract Basis)** following candidates have been provisionally shortlisted for the document verification. Candidates qualifying in the Document Verification round will be eligible for Skill/Trade Test. The provisionally shortlisted candidates are advised to report to Don Bosco College Of Engineering, Murida Rd, Fatorda, Margao, Goa – 403 602 as mentioned below.

Sl No.	Roll No	Reporting Time	
		Document Verification	Skill/Trade Test
1	4420114	28.09.2024 01:00 PM	29.09.2024 08:30 AM
2	4420119		
3	4420120		
4	4420123		
5	4420124		
6	4420126		
7	4420127		
8	4420139		
9	4420140		
10	4420142		
11	4420147		
12	4420160		
13	4420171		
14	4420176		
15	4420177		
16	4420178		
17	4420186		

Sl No.	Roll No	Reporting Time	
		Document Verification	Skill/Trade Test
18	4420195	28.09.2024 01:00 PM	29.09.2024 08:30 AM
19	4420198		
20	4420200		
21	4420202		
22	4420212		
23	4420216		
24	4420222		
25	4420227		
26	4420228		
27	4420229		
28	4420235		
29	4420239		
30	4420240		
31	4420242		
32	4420244		
33	4420245		
34	4420246		
35	4420247		
36	4420248		
37	4420250		
38	4420341		
39	4420342		
40	4420343		
41	4420344		
42	4420345		
43	4420346		
44	4420347		
45	4420355		
46	4420358		
47	4420361		
48	4420364		

Sl No.	Roll No	Reporting Time	
		Document Verification	Skill/Trade Test
49	4420366	28.09.2024 01:00 PM	29.09.2024 08:30 AM
50	4420367		
51	4420368		
52	4420371		
53	4420373		
54	4420375		
55	4420377		
56	4420379		
57	4420385		
58	4420386		
59	4420387		
60	4420391		
61	4420392		
62	4420395		
63	4420396		
64	4420397		
65	4420398		
66	4420399		
67	4420400		
68	4420401		
69	4420402		
70	4420406		
71	4420407		
72	4420412		
73	4420413		

**NOTE: General instructions to the candidates appearing for the document verification & Skill/Trade Test.**

- 1) Verification of certificates/documents will be conducted of the provisionally shortlisted candidates mentioned above before the skill test/ trade test. Candidates are advised to bring all your original certificates/documents along with **one set of Self attested copies of all the certificates** in support of your Educational & Technical

Qualification, Age, Experience, Caste/Tribe /Community Certificate, Economically Weaker Section (EWS) Certificate, Disability Certificate, Ex-Servicemen (Copy of Discharge Book) etc. failing which, candidate will not be permitted to appear for the Skill/Trade Test thereby no travelling expenses will be reimbursed.

- 2) Candidates are advised to once again ensure that he/she fulfils the eligibility criteria and other conditions mentioned in the advertisement before attending the Document Verification and Skill / Trade Test.
- 3) If all the documents are found in order & meeting all the eligibility criteria as per Advt. No. 03/2024 candidates will be allowed to appear for the Skill/Trade test.
- 4) There will be no transfer of service benefits from previous employment to GSL or pay protection, in view of the same NOC will not be mandatory for the candidates who apply against FTE advt. However, incase of selection, proper relieving letter should be produced by the candidate before joining.
- 5) Outstation candidates who qualify for the Skill/Trade Test after Document verification will be paid to and fro 2nd sleeper class rail fare by shortest route from their nearest railway station (as registered by them in the Online Application System) to Goa Shipyard Limited only on production of proof of journey (Hard copy of Tickets) as per rules of the Company. Further in case of non-submission of any of the documents mentioned, incorrect details mentioned in TA claim form and Non fulfilment of eligibility criteria as mentioned in the advertisement, reimbursement will not be processed and the candidate will be responsible for the same.
- 6) Payment of Travelling Allowance shall be made by RTGS (ECS) after completion of selection process. Candidate is requested to bring a copy of Bank pass book (First page of your Account details) and hardcopy of the ticket.
- 7) TA claim form is available on GSL website ([www.goashipyard.in](http://www.goashipyard.in)) under the heading of **“Notice Board – Careers - Advertisement”**. Candidate is requested to download and submit filled TA claim form along with original tickets, Bank pass book copy and proof of Tribe/Caste/Disability/EWS certificate with self attested copy.
- 8) You are advised to bring print out copy of online application, Admit Card for Skill/Trade Test, a copy of this call letter, Admit card of CBT along with ID proof i.e. Voter ID/Driving License / Passport / Aadhaar Card, 03 coloured photograph copies and a set of photocopy of all document in

support of age, caste, qualification, experience, etc failing which you will not be allowed to appear for Document Verification and Skill/Trade Test.

**NOTE: GSL will not provide photocopies of any documents. Candidates have to make their own arrangement to get the same. Hence may kindly ensure you carry a set of photo copies of all the relevant documents as mentioned at Sr. No. 1 & 8 at the time of Document Verification.**

- 9) Any kind of Communication/Computation devices i.e. Mobile phone, Pager, Tablet and head set, calculator, etc. will not be allowed in the Examination Hall.
- 10) If any candidate is found guilty of any act of misconduct during the examination, he/she will be disqualified from the selection process and no Travelling Expenses will be paid.
- 11) Canvassing in any form will lead to disqualification.
- 12) Request for change in date, time and place for the Document Verification / Skill test/Trade test shall not be entertained.
- 13) Your candidature shall be fully governed as per the terms and conditions mentioned in our advertisement No. 03/2024.
- 14) You are being called for the aforesaid **Document Verification and Skill/Trade Test on provisional basis** based on the information furnished by you in your online application. However, if it is found that you have furnished false, fabricated or have concealed any information at the time of verification of certificates/documents or subsequently, at any point of time or at any stage if it is found that you are not meeting eligibility criteria your candidature will be rejected and terminated accordingly at any stage.

**NOTE: Candidates who have been called for document verification for more than 1 post on the same day they have to get the separate Personal Data Form filled and a set of self attested documents for each post separately. All the candidates are requested to kindly fill your details in the Personal Data Form and get the same at the time of document verification which is mandatory.**

Date: 13.09.2024

Place: Vasco-da-Gama, Goa