



# माझगांव डॉक शिपबिल्डर्स लिमिटेड

(भारत सरकार का उपक्रम)

## MAZAGON DOCK SHIPBUILDERS LIMITED

(A Government of India Undertaking)

CIN No. U35100MH1934GOI002079

Contact No. : 022-23764108/ 4174



**FOR MDL WEBSITE**

**विज्ञापन संदर्भ क्र.: एमडीएल/एचआर-सीआर/भर्ती/56/2017**

**Advertisement Ref. No.: MDL/HR-CR/REC/56/2017**

Mazagon Dock Shipbuilders 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 approximately ₹4,000 Cr. which is projected to be higher in the coming years. MDL has employee strength of around 9,000.

2. Applications are invited from **Indian Nationals** for the following:

Eligible & interested candidates are required to apply online.

(Online Application opens from **28 June '17** and closes on **27 July '17**):

| Grade | Post   | Discipline       | Vacancies | Post Qualification Experience (in years) as on 27 July '17 | *Upper Age limit (in years) as on 27 July '17 |
|-------|--|------------------|-----------|--|---|
| E-5   | Chief Manager  | Public Relations | 01        | 14   | 46  |
| E-4   | Manager  | Public Relations | 01        | 10   | 42  |
| E-2   | Assistant Manager                                      | Administration   | 02        | 03   | 34  |
| E-1   | Senior Engineer (on the basis of GATE 2015/2016 marks) | Electrical       | 13        | 01   | 30  |
|       | Executive Trainee                                      | Public Relations | 01        | -  | 28  |
|       |  | Administration   | 02        |  |   |
|       |  | Finance          | 10        |  |   |

*Note: No. of vacancies are indicative and may increase/ decrease depending on the organizational requirement.*

*\*Upper age limit mentioned is for candidates belonging to "General" Category. Age Relaxation is applicable to SC/ST/OBC/PWD/Ex-Servicemen candidates as per Govt. Guidelines (Refer clause 8 of the advertisement regarding age relaxation.)*

**3. Grade, Pay Scales And Reservations**

| Grade | Pay Scales (₹) | *CTC per annum in Lakhs (Approx) | Reservations |             |      |     |    |       |
|-------|----------------|----------------------------------|--------------|-------------|------|-----|----|-------|
|       |                | Min. (₹)                         | SC           | ST          | OBC  | PWD | UR | Total |
| E-5   | 32,900-58,000  | 14.55                            | 00           | 00          | 01BL | -   | 00 | 01    |
| E-4   | 29100-54500    | 12.87                            | 00           | 00          | 00   | -   | 01 | 01    |
| E-2   | 20,600-46,500  | 9.11                             | 00           | 00          | 01   | -   | 01 | 02    |
| E-1   | 16,400-40,500  | 7.25                             | 07BL+<br>03  | 02BL+<br>01 | 04   | -   | 09 | 26    |

\*Candidates working in Govt./ PSU are requested to refer Clause 10 regarding Fixation of Pay.

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

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."

**5. QUALIFYING REQUIREMENTS:**

**Chief Manager (Personal Relations), Manager (Personal Relations), Executive Trainee (Personal Relations)**

**Qualification –**

Graduate in any Discipline with 2 years full time Masters Degree / 2 years full time Postgraduate Diploma in Mass Communication / Journalism / Public Relations / Advertisement or equivalent qualification from a recognized University with –

Minimum 50% marks or Second Class for Chief Manager / Manager Posts

Minimum 60% marks or First Class for Executive Trainee Post

**Experience –****Chief Manager / Manager :**

Relevant Post Qualification experience of minimum 14 years for Chief Manager / minimum 10 years for Manager in any industry / PR Agency. Experience in handling protocol functions and articulation skills in handling various situations and events are a must. Experience in Journalism/Print media would be preferred with good communication skills. Knowledge in multimedia with experience in PR field is desirable.

**Executive Trainee : NIL**

**Job requirement –**

Coordinating with media houses, publication of monthly in-house magazine, liaison with different organizations/ Govt. agencies, coordinating the visits of company guests, organizing press conference, dealing with different media representatives.

**Assistant Manager (Administration) and Executive Trainee (Administration)****Qualification –**

02 Years MBA / 02 years Post Graduate Degree/ 02 years Post Graduate Diploma having First Class or 60% in HR/ HRD/ Personnel Management.

**OR**

02 years Post Graduate Degree/ 02 years Post Graduate Diploma 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.

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

**Experience –*****Assistant Manager :***

3 years of relevant Post Qualification work experience in handling HRM / Industrial Relations / Learning & Development / Compensation / Administrative Functions viz. Mess / Canteen / Transport / Ticketing / Visas / Guest House Mgmt/ Club / Event Management etc.

***Executive Trainee:*** NIL.

**Job requirement –**

The incumbent will have to handle Administrative Functions like Mess / Canteen / Transport / Ticketing / Visas / Guest House Mgmt/ Club / Events / Functions etc. He may be deployed for any other duties of the Company depending on the requirements as may be decided by the Management.

**Executive Trainee (Finance)****Qualification –**

CA OR CMA

Computer Literacy is a must. Working knowledge of computers in an ERP environment would be an added advantage.

**Experience –** NIL

**Job requirement -**

The incumbent will have to handle job functions like Finalization of quarterly, half yearly and annual accounts, Project Accounts, Management Information System, Direct Taxation and Indirect Taxation, Internal Audit, Capital Budgeting and Revenue Budgeting, Project Monitoring, Liaison with Central and State Government Agencies, Costing, Pay Roll, Dealing with External Auditors,



Internal Auditors and CAG, Evaluation of large commercial project, Negotiation with Banks/ financial Institutions, Treasury Function including cash management, Insurance, ERP/ SAP and such other matters as assigned by Superiors/ HOD from time to time.

### **Senior Engineer (Electrical)**

#### **Qualification –**

Full-Time degree in Engineering in 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 will have to handle job functions like Ship/ Submarine construction, Refits, Modernization, in any of the relevant fields of Planning/ Design/ Procurement/ Fabrication/ Berth/ Outfitting/ Quality Assurance/ Test and Trials. The incumbent may be deployed for any other duties of the Company depending on requirement as may be decided by the Management.

### **GROUPING OF TECHNICAL DISCIPLINES:**

| Discipline | To include   |
|------------|--|
| Electrical | Electrical/ Electrical & Electronics/ Electrical & Instrumentation |

Only the above-mentioned disciplines will be considered for the recruitment process. Courses/ Disciplines with equivalence to the above will not be considered

## **6. SELECTION PROCESS:**

a) Selection process will be as under:

**I. Chief Manager / Manager :** The selection for these posts will be by way of Personal Interview. However in the event of large no. of candidates fulfilling the eligibility criteria, the Management may take a view of selection process.

**Assistant Manager :** The selection for these posts will be by way of Written Test followed by Personal Interview. However, the Management may take a view on selection process looking to the number of applications.

## **II. For Senior Engineer (on the basis of GATE 2015/2016 Marks)**

i) **GATE 2015 / GATE 2016 Marks:**

The relevant GATE paper along with GATE paper code which will be considered for Electrical discipline is given below:

| GATE Paper             | Corresponding GATE paper code |
|------------------------|-------------------------------|
| Electrical Engineering | EE                            |

Candidates with valid GATE Marks of 2015/2016 who have obtained more than or equal to the qualifying marks as fixed for the respective discipline by GATE Authorities shall only be considered for the said recruitment process.

Please note that only GATE 2015 or GATE 2016 Marks are valid for this recruitment exercise in MDL under this advertisement. GATE Marks of 2014 or Marks of previous GATE examination shall not be considered.

Marks mentioned against the following in the "GATE score card" would be considered for this recruitment exercise:

| Year                | Marks mentioned against |
|---------------------|-------------------------|
| GATE 2015/GATE 2016 | Marks out of 100        |

Candidates who have appeared in GATE 2015 as well as GATE 2016 examination shall provide Registration number of the year whose GATE Marks is higher at the relevant space provided in the Online Application Form.

Candidates need to ensure that they fill up the GATE Registration Number correctly and apply for the relevant discipline in MDL Online Application Form. Requests for correction in GATE Registration number or Discipline will not be entertained.

The details of Year in which candidates have appeared for GATE should be entered in the "*Academic related Other Information*" field in the Educational Qualification table.

**ii) Personal Interview:**

Based on GATE 2015/2016 marks, candidates will be called for Personal Interview.

**iii) Final selection:**

Final selection will be drawn up taking into account the marks of GATE 2015/2016 and Personal Interview together.

**III. Executive Trainee**

**i) Written Test: (Online)**

Eligible candidates will be required to appear for an objective type online written test. This test will be held in major cities of India only. The written test shall comprise two papers viz.

- Core paper (related discipline) of 100 marks and
- General Aptitude (General knowledge, Reasoning, English and Numerical Ability) of 70 marks. The Psychometric Test will be a part of General Paper.

In order to qualify for the personal interview the minimum pass marks is 40% marks in each paper and overall 50% in the written test. Candidates not meeting these criteria will not be called for the interview.

**ii) Personal Interview:**

The personal interview comprising 30 marks will be held in Mumbai.

**iii) Final Selection:**

Final selection will be on the basis of marks obtained in the online Written Test & Personal Interview.

**b) Verification of Original Documents:**

All original documents such as degree certificate, proof of date of birth, caste certificate etc. will be checked at the time of interview. The list of documents accepted in support of the same is given below for reference of the candidates. However, this list is not exhaustive and candidate may be required to produce other relevant documents on case to case basis in support of his/ her candidature. Non-production of original documents will debar the candidate from appearing for the interview and no Travelling Allowance will be reimbursed to such candidates.

- i. Date of Birth (DOB) proof:
  - I. Xth Std. Passing Certificate indicating DOB
  - OR
  - II. School Leaving Certificate
  - OR
  - III. Birth Certificate
- ii. Qualifications
  - I. Marksheets of relevant qualification indicating date of declaration of result.
  - II. Final Certificate of relevant qualification.
  - III. Provisional passing Certificate (in case Final Certificate is not available).

In case of CGPA/ Grade being awarded by the Institute/ University, document indicating CGPA/ Grade to Percentage conversion issued by the Institute/ University.

iii. 'CANDIDATE'S COPY' portion of Bank Challan.

iv. GATE Score Card [Applicable for Senior Engineer (Electrical) Post only]

v. Experience

- I. Past Employment:
  - Experience letter indicating the date of joining as well as relieving.
- II. Current Employment (All of the following):
  - Proof of date of joining – Appointment letter issued after joining.
  - Pay Slip for the month of July '17 (to be submitted at the time of interview).
  - Identity Card issued by current employer.

Please note that experience as Apprentice Trainee under Apprentice Act will not be considered.



vi. If working in Private Sector (Proof of turnover):

The applicants working in private sector should have 'One' year experience in a company where the annual turnover is in excess of ₹ 100 Cr in any one of the last three financial years.

(a) *The turnover of the Company under whose rolls the candidate is working shall be considered.*

(b) *As documentary proof, candidate may submit, Annual Report/ any other document indicating the turnover of the Company to be more than ₹100 Cr. in any one of the last three financial years.*

(c) *For this recruitment exercise, FY2014-15, FY2015-16 & FY2016-17 will be considered as last three financial years. The turnover proof document must pertain to the year in which the candidate is/ was working in the organization & having relevant work experience. This shall be applicable to candidates working in Private Company/ Organization.*

vii. If working in Govt./ PSU:- No Objection Certificate (if application not forwarded through proper channel) and a document indicating the current pay scale and date since working in the said pay scale.

viii. Salary Details:

I. For Govt./ PSU: Document indicating the current pay scale.

II. For Private: CTC Breakup certified by employer clearly indicating the monthly, annual components & benefits.

ix. In case of PWD candidates, Disability Certificate issued by the Competent Authority as per the Act.

x. Candidates from Armed Forces and presently in the last year of service need to submit certificate/letter of Competent Authority stating the last date of Service for availing the Age Relaxation applicable to Ex-Servicemen. **Document clearly mentioning Date of release from Armed Forces is a mandatory requirement if Age is exceeding as on 27 July '17.**

**c) Caste Certificates:**

SC/ST/OBC (NCL) candidates must produce caste certificates, as per the format prescribed by the Government of India. Format of Non Creamy layer certificate for OBC have been uploaded on MDL website under the head "Career-> Executives". Non Creamy Layer Certificate for OBC shall be issued not more than 1 year before the last date of submission of online application.

**d) Pre Employment Medical Examination:**

Applicants should be of sound health and meet the Medical Fitness Standards as prescribed. Candidates short-listed for appointment following interview shall undergo a medical test conducted/ organized by the Company and certified by the Company's Chief Medical Officer.

Candidates called for Pre Employment Medical Examination shall attend the same at their own expense.

**e) Verification of Antecedents:**

Police Verification Report (PVR) is a pre-condition for joining of the selected candidates. Candidates will have to obtain a formal Police Verification Report before joining MDL.

Candidates joining from Govt./ PSU and whose applications have been forwarded through proper channel will be permitted to join on the basis of an identity certificate issued by a Gazetted Officer.

**f) Offer of Appointment:**

Candidates finally selected for the post will be offered appointment as per Company Policy in vogue. The selected candidate will be on probation for a period of one year and shall be confirmed in the post on successful completion of the probationary period. Performance of the selected candidate shall be reviewed periodically with reference to the tasks assigned to him/her from time to time.

Candidates must qualify through each stage of selection process successfully before being adjudged as suitable for selection.

**7. ELIGIBILITY OF CANDIDATES:**

From PSU/ Govt. Department/ Armed Forces

- i. Candidates, who are employed in Government/ Public Sector Undertakings, shall have to produce 'No Objection Certificate' (NOC) from their present employer at the time of interview; failing which the candidate shall not be allowed to appear for the interview.
- ii. If working in Govt./ PSU, document indicating the current pay scale and date since working in the said pay scale (Executive pay scale). Internal candidate should be working for 1 year in one scale of pay below that of the post applied for. The requirement of working in one scale of pay below is not applicable to candidates working in Govt./PSU in the same or above pay scale that of the post applied for.
- iii. The Pay Scale equivalence for the purpose of (ii) above on both CDA & IDA are given below:

| Grade | CDA (₹)                     | IDA (₹)       |
|-------|-----------------------------|---------------|
| E-5   | 37,400-67,000-PB-4-GP 8,700 | 32,900-58,000 |
| E-4   | 15,600-39,100-PB3-GP 7,600  | 29,100-54,500 |
| E-2   | 15,600-39,100-PB3-GP 6,600  | 20,600-46,500 |
| E-1   | 15,600-39,100-PB3-GP 5,400  | 16,400-40,500 |
| E-0   | 9,300-34,800-PB2-GP 4,200   | 12,600-32,500 |

From Private Sectors:

The applicants working in private sector should be drawing CTC (only monetary/ cash part) comparable to immediate lower grade of MDL. They should indicate their organisation structure depicting their position at the time of personal interview.



The applicants working in private sector Company should have one year experience in a Company whose annual turnover is in excess of ₹ 100 Cr in any one of the last three financial years.

**8. AGE RELAXATION:**

- i) The upper age limit is relaxed by 05 years for SC/ST and 03 years for OBC (NCL) candidates.
- ii) Age relaxation for PWD candidates as per PWD Act /Govt.guidelines.
- iii) 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 03 years.
- iv) Upper Age will be relaxed to the extent of maximum 05 years for internal candidates.
- v) OBC candidates, who belong to Creamy Layer, are not entitled to concession admissible to OBC category. OBC (Non-Creamy Layer) candidates need to submit the requisite certificate in prescribed format for Central Government jobs from the Competent Authority. The said certificate should not be more than one year old.
- vi) There shall be minimum of 03 years of Service left before superannuation (60 years) in respect of outside candidates and 02 years in case of Internal candidates as on last date of application i.e. 27 July '17.

**9. CAREER PROSPECTS IN MDL:**

The Company has a conducive and challenging work environment and offers attractive opportunities for growth through various training and development programs and a forward-looking & performance driven promotion policy. A meritorious and hard working Executive can, thus look forward to very good career development prospects.

**10. FIXATION OF PAY:**

The fixation of pay in case of candidates currently working in PSU/ Government Department/ Armed Forces will be in accordance with the Company's rules.

Fixation of pay in case of candidates from Private Sectors will be at the minimum of the pay scale. However in deserving cases, MDL management may consider fixing the pay at a higher stage in the same pay scale and if negotiated at the time of interview & recommended by the selection panel.

**11. HOW TO APPLY:**

- i) Eligible candidates shall apply through online registration system by logging on to MDL website [www.mazdock.com](http://www.mazdock.com) and clicking on "Online Recruitment". The site shall be activated and will remain functional from **28 June '17 to 27 July '17**. Candidates have to apply Online only. No manual/ paper application will be entertained.
- ii) While applying online, candidates should keep a scanned copy of their passport size colour photograph and their signature in **jpeg** format.

- iii) Any changes in the application form need to be edited from “Online Recruitment->Candidate->Application Status” only before the last date of online application. No other means of communication or correspondence will be entertained.
- iv) Candidates shall possess a valid and active email-id, which needs to be entered in the application form. Only this email ID will be considered for all future correspondence.
- v) Once you submit your Application, the System will generate a unique Registration No. After validation of your email id, take a printout of the Application Form with the help of this registration number. Please keep a record of the same for future reference. Candidates are advised to take a print out of the application form quoting their registration number on or before the last date of application. Option for validation of email or download/ printing of application form will not be available after the last date of application.
- vi) Please note that your application is incomplete unless you get a system generated registration number and validate email of the email-id submitted in the application form. Applications without email validation will not be considered for further recruitment process.
- vii) Generation of registration number does not imply acceptance of application or eligibility for the post.
- viii) Eligible and interested candidates are advised to apply well in advance so as to avoid last minute errors in application. MDL management will not be responsible for any delay in submission of application caused due to the queries raised by the applicant and non-receipt of response thereof.
- ix) Candidates may enter 'NA' in the mandatory fields not applicable to them.
- x) In case of difficulty in registration, candidates may contact on email [mdlrec@mazdock.com](mailto:mdlrec@mazdock.com) or numbers 022-23764108/4174.
- xi) Processing fee of ₹300/- shall be applicable for the candidates. Applicants belonging to SC/ST/PWD (Persons With Disability) are exempted from such payment of processing fee.
- xii) The instructions for payment of Processing Fee are given at para 12 below. Application forms without Challan (MDL's Copy) shall be treated as incomplete and not considered for further recruitment process.
- xiii) **Forwarding of Application through Proper Channel by Candidates employed with Govt./ PSU after submitting online application:**

Printout of Online Applications of candidates working in Govt./ PSU are to be sent through proper channel to “CM (HR-CR), Mazdock House, Mazagon Dock Shipbuilders Limited, Dockyard Road, Mumbai-400010”. Applications must be forwarded through Postal/ Courier services only (Internal candidates are required to submit their applications through their HOD to HR-E Section by hand). MDL will not be responsible for any delay/ loss in postal transit of any application or communication.

**12. INSTRUCTIONS FOR PAYMENT OF PROCESSING FEES:**

Candidates are required to deposit the Processing Fee at any nearest Branch of State Bank of India (SBI) as per procedure given below. **(Applicants belonging to SC/ ST/ PWD (Persons With Disability) are exempted from such payment of processing fee.)**

- i) Candidates are required to download the Challan Form available at the end of this advertisement. (Please note that Challan format, other than the one attached to this advertisement shall not be accepted)
- ii) Fill up all the three parts (Bank's Copy, MDL's Copy & Candidate's Copy) of the Challan.
- iii) Deposit cash of ₹340/- (including Bank Charges of ₹40/-) at the nearest SBI Branch. Bank shall be accepting processing fees upto the last date of remittance mentioned at the end of the Challan i.e. **27 July '17** upto the normal banking operational hours.
- iv) Bank shall retain its copy (Bank's Copy) and return two parts (MDL's Copy and Candidate's Copy) of the Challan to the candidate after filling of necessary information and Bank's seal acknowledging receipt of the Processing Fees and Bank charges.
- v) Candidates are required to ensure that Bank officials have filled up all necessary Bank and payment details (Branch Name, Branch Code, Journal No. & Date of Remittance) along with Bank Seal acknowledging receipt of fees on MDL's Copy as well as Candidate's Copy of the Challan.
- vi) The details of remittance of processing fees such as Bank Branch Name, Branch Code, Journal No. etc are required to be entered in Section 3 of the Online Application Form.
- vii) Fees paid against this advertisement shall not be accepted/ transferred against any other advertisement.
- viii) All candidates (General/OBC/SC/ST/PWD) are advised to send **Printout of Application Form** along with self attested **copy of relevant documents in support of eligibility of Age, Qualification, Experience etc.**(as mentioned at para 5.a. above) in an envelope superscribing "Advertisement Ref. No. & Post Applied for" through post or courier so as to reach CM (HR-CR) **on or before Friday, 11 August '17 (1700hrs)** on the following address.

**CM (HR-CR)**

Executives Recruitment Section,  
02<sup>nd</sup> Floor, Mazdock House  
Mazagon Dock Shipbuilders Limited,  
Dockyard Road, Mumbai - 400010

- ix) Please note that only depositing Processing Fees at SBI is not sufficient, but the original 'MDL's Copy' section of the Challan with proper Bank Seal must be received at MDL along with the copy of the Application Form for considering the candidature.
- x) Candidates are advised to retain only 'Candidate's Copy' section of the Challan for future reference.



- xi) Last date for submission of the processing fees at SBI Branch is 27 July '17. Any remittance of Processing Fee after 27 July '17 shall not be accepted.
- xii) The Processing Fee is Non-Refundable and candidates are therefore advised to ensure their eligibility for the post before applying.
- xiii) In the event of Bank Holiday/ Strike/ Closure of Bank for any other reasons, no additional time shall be provided for payment of fees. Therefore candidates are advised to make the payment of processing fee well in advance to avoid last moment inconvenience. Any remittance of Processing Fee after the last date of Payment of Fee shall not be accepted under any circumstances.

### 13. **GENERAL INFORMATION AND INSTRUCTIONS:**

- i) Only Indian Nationals are eligible to apply.
- ii) Outstation Candidates called for Personal Interview shall be reimbursed Travelling Expenses by the shortest route from the correspondence address mentioned in the application form on production of tickets as given below.

| Post  | Eligibility                |
|---|----------------------------|
| Chief Manager, Manager                                | Second AC Rail/ Luxury Bus |
| Assistant Manager, Senior Engineer, Executive Trainee | Third AC Rail/ Luxury Bus  |

- iii) The candidature of all candidates shall be provisional and all original documents such as Degree Certificate, proof of Date of Birth, Caste Certificate, Experience Certificate, etc. will be verified 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 Expense will be reimbursed to such candidates.
- iv) Candidature 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 eligibility criteria mentioned in the advertisement.
- v) **The Qualifying Requirements & Age limit shall be reckoned as on 27 July '17.**
  - a. Wherever CGPA or Letter Grade is awarded in qualifying degree, its equivalent percentage of marks must be indicated in the application as per norms adopted by the University/ Institute. In cases, where University/ Institute follow rating/ grading pattern and neither prescribe any conversion formula for calculating equivalent percentage nor award any class for that rating/ grade, the equivalent percentage shall be calculated in accordance with MDL Recruitment Rules.
  - vi) Post Qualification Experience in the relevant discipline in Officer/ Executive cadre (excluding Apprentice training period) from the date of passing mentioned in the marksheet will be considered.
  - vii) MDL reserves the right to cancel/ modify/ restrict/ enlarge/ alter the recruitment process, if need so arises without issuing any further notice or assigning any reason thereof.

viii) Intimation regarding Personal Interview & Result:

List of 'Eligible Candidates', list of 'Not-Eligible Candidates', 'Interview Schedule', 'Result' etc. will be hosted only on MDL Website under the head "Career->Executives". Candidates are requested to visit MDL website time to time to get themselves updated on the recruitment status.

- ix) In case of any ambiguity/ discrepancy in the online recruitment portal the terms & conditions as mentioned in this advertisement will prevail.
- x) Any further Information/ Corrigendum/ Addendum would be uploaded only on MDL website.
- xi) MDL reserves the right to fill up all the vacancies advertised or part or cancel the entire recruitment process at any point of time during the recruitment process.
- xii) Legal jurisdiction for any dispute will be at Mumbai.

**14. ONLINE APPLICATION PROCEDURE:**







- a. Disable the pop-up blocker and clear history of the browser.
- b. Log on to <http://www.mazdock.com>
- c. Click on "Online Recruitment" & then click on the relevant post applied for.
- d. Read all instructions given on the website.
- e. Fill up all the details in the Online Application Form. In case of mandatory fields not applicable kindly enter 'NA' in the text box.
- f. Upload Photograph & Signature in the prescribed Format.
- g. Click SUBMIT and note registration number.
- h. Click on the validation link sent on email.
- i. Reprint your application from MDL website "Online Recruitment->Candidate->Form Reprint".
- j. Candidates short-listed for Personal Interview shall be required to submit a print out of the Online Application Form at the time of Personal Interview.

**15. IMPORTANT DATES:**

| Sl.No. | Details  | Date        |
|--------|--|-------------|
| a.     | Commencement of MDL Online Application                         | 28 June '17 |
| b.     | Last Date of MDL Online Application                            | 27 July '17 |
| c.     | Last Date for receipt of hard copies of Challan by MDL         | 11 Aug '17  |
| d.     | Tentative Date for announcement of Personal Interview schedule | 29 Sept '17 |

**Date: - 28 June '17****CHIEF MANAGER (HR)****-----End of Notification-----**

# CHALLAN FOR Advertisement No. MDL/HR-CR/REC/56/2017

|  <b>Bank's Copy</b>  <b>भारतीय स्टेट बैंक</b><br><b>State Bank of India</b><br><i>The Banker to Every Indian</i>   |  |  <b>MDL's Copy</b>  <b>भारतीय स्टेट बैंक</b><br><b>State Bank of India</b><br><i>The Banker to Every Indian</i>   |  |  <b>Candidate's Copy</b>  <b>भारतीय स्टेट बैंक</b><br><b>State Bank of India</b><br><i>The Banker to Every Indian</i>   |  |
|---|--|---|--|---|--|
| <b>STATE BANK OF INDIA</b><br>Challan for remittance of Processing Fee for Mazagon Dock Shipbuilders Limited, Mumbai<br>Advertisement No. MDL/HR-CR/REC/56/2017<br>MDL A/C No. 34413274176<br>MDL PAN No. AAACM8029J<br>At SBI Code No: 09054   |  | <b>STATE BANK OF INDIA</b><br>Challan for remittance of Processing Fee for Mazagon Dock Shipbuilders Limited, Mumbai<br>Advertisement No. MDL/HR-CR/REC/56/2017<br>MDL A/C No. 34413274176<br>MDL PAN No. AAACM8029J<br>At SBI Code No: 09054   |  | <b>STATE BANK OF INDIA</b><br>Challan for remittance of Processing Fee for Mazagon Dock Shipbuilders Limited, Mumbai<br>Advertisement No. MDL/HR-CR/REC/56/2017<br>MDL A/C No. 34413274176<br>MDL PAN No. AAACM8029J<br>At SBI Code No: 09054   |  |
| <b>Details to be filled by the Candidate (in BLOCK letters)</b><br>Mr./Ms. _____  |  | <b>Details to be filled by the Candidate (in BLOCK letters)</b><br>Mr./Ms. _____  |  | <b>Details to be filled by the Candidate (in BLOCK letters)</b><br>Mr./Ms. _____  |  |
| Date of Birth: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>  |  | Date of Birth: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>  |  | Date of Birth: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>  |  |
| Post Applied for: _____   |  | Post Applied for: _____   |  | Post Applied for: _____   |  |
| <b>Details to be filled by Branch</b><br>Branch Name : _____  |  | <b>Details to be filled by Branch</b><br>Branch Name : _____  |  | <b>Details to be filled by Branch</b><br>Branch Name : _____  |  |
| Branch Code : _____   |  | Branch Code : _____   |  | Branch Code : _____   |  |
| Journal No. : _____   |  | Journal No. : _____   |  | Journal No. : _____   |  |
| Date of Remittance: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>   |  | Date of Remittance: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>   |  | Date of Remittance: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>   |  |
| Employment Application Fee: ₹ 300/-<br>Bank Charge: ₹ 40/-<br><b>Total Payable: ₹ 340/-</b>   |  | Employment Application Fee: ₹ 300/-<br>Bank Charge: ₹ 40/-<br><b>Total Payable: ₹ 340/-</b>   |  | Employment Application Fee: ₹ 300/-<br>Bank Charge: ₹ 40/-<br><b>Total Payable: ₹ 340/-</b>   |  |
| Signature of the Remitter _____<br>Signature of the authorized Official with Branch Seal _____  |  | Signature of the Remitter _____<br>Signature of the authorized Official with Branch Seal _____  |  | Signature of the Remitter _____<br>Signature of the authorized Official with Branch Seal _____  |  |
| <b>For the Fee receiving Branch of SBI</b><br>Branch should collect ₹40 extra (total of ₹300 + ₹40=₹340) from the remitter as bank charges and to be credited to the branch commission account, in accordance with CGM, Mumbai sanction Ref. No. SME/1/1071 dt. 15.03.2014<br>2. Branch should write the Branch Name, Branch Code, Journal No. & Date of remittance invariably and hand over both the MDL's copy & Candidate's copy to the remitter duly signed.<br><b>Last Date of Remitting Processing Fee is 27 July '17</b> |  | <b>For the Fee receiving Branch of SBI</b><br>Branch should collect ₹40 extra (total of ₹300 + ₹40=₹340) from the remitter as bank charges and to be credited to the branch commission account, in accordance with CGM, Mumbai sanction Ref. No. SME/1/1071 dt. 15.03.2014<br>2. Branch should write the Branch Name, Branch Code, Journal No. & Date of remittance invariably and hand over both the MDL's copy & Candidate's copy to the remitter duly signed.<br><b>Last Date of Remitting Processing Fee is 27 July '17</b> |  | <b>For the Fee receiving Branch of SBI</b><br>Branch should collect ₹40 extra (total of ₹300 + ₹40=₹340) from the remitter as bank charges and to be credited to the branch commission account, in accordance with CGM, Mumbai sanction Ref. No. SME/1/1071 dt. 15.03.2014<br>2. Branch should write the Branch Name, Branch Code, Journal No. & Date of remittance invariably and hand over both the MDL's copy & Candidate's copy to the remitter duly signed.<br><b>Last Date of Remitting Processing Fee is 27 July '17</b> |  |