



# माझगांव डॉक शिपबिल्डर्स लिमिटेड

(भारत सरकार का उपक्रम)

## MAZAGON DOCK SHIPBUILDERS LIMITED

(A Government of India Undertaking)

Contact No. : 022-23764108/ 4174

### Personal Interview Schedule for Assistant Manager (Safety)

Ref: Advertisement No. MDL/HR-CR/REC/53/2016

List of provisionally eligible candidates and schedule of Personal Interview for Assistant Manager (Safety) post are given below.

**Date Of Interview – Monday, 20<sup>th</sup> February 2017**      **Reporting Time – 09:00 A.M.**

Sl. No.	MDL Registration No.	Candidate's Name	Category
1	MDL131bfcc5ecb	Muhammad Asim Khan	General
2	MDL131c3d04fc4	Mayur Chandrakant Shinde	OBC
3	MDL131294d68d0	Prashant Chaubey	General
4	MDL131b33105d5	Nilesh Eknath Jadhav	General
5	MDL131f47955f7	Sushil Sudam Meshram	SC
6	MDL13115fb63e5	Amol Anant Shirgaonkar	SC
7	MDL131cdf4701d	Pramod Rajaram Bandiwar	ST

#### **INSTRUCTIONS FOR CANDIDATES:**

Candidates have been called for Personal Interview on the basis of information submitted in the online application form. In case where candidates have inadvertently entered incorrect data or have left the relevant field blank in the online application form, they have been provisionally called for interview assuming that they are eligible for the post.

Candidates are advised to carefully go through the eligibility criteria/ documents required in support of their eligibility and re-assure the same before coming to appear for the personal interview. In case of any queries, you may contact MDL Executives Recruitment Section on 022-23764174/ 4108.

Eligibility criteria and documents to be produced are detailed below.

1. Please bring ORIGINAL and self attested photocopies of the following documents:

- a. Date of Birth (DOB) proof: **(Maximum Age as on 10<sup>th</sup> November 2016 is 34 years for General Category Candidates. Age Relaxation is applicable to OBC/PWD/Ex-Servicemen as per Govt. Guidelines. 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 10.11.2016)**

- i. Xth Std. Passing Certificate indicating DOB  
OR
- ii. School Leaving Certificate  
OR
- iii. Birth Certificate



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b. Qualifications: **(Full Time)**

- i. BE/B.Tech (**min. 60 % OR First Class or above**) & Diploma in Industrial Safety Marksheets indicating date of declaration of result.
- ii. BE/B.Tech & Diploma in Industrial Safety Final Degree Certificate.
- iii. Provisional passing Certificate (in case Final Degree Certificate is not available).

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

d. Experience: **(03 years post qualification experience shall be counted from Date of passing of Diploma in Industrial Safety after completion of Engineering).**

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 – Pay Slip & Appointment letter issued after joining.
- Pay Slip for the month of November 2016.
- Identity Card issued by current employer.

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

The applicants working in private sector should have one year experience in 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 Rs. 100 Cr. in any one of the last three financial years.*
- c) *For this recruitment exercise, FY2013-14, FY2014-15 & FY2015-16 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. This shall be applicable to candidates working in Private Company/ Organization).*

**Please note that document indicating turnover of the Company is a mandatory requirement and candidates unable to submit the relevant document shall not be allowed to appear for the interview.**

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



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Candidates presently working with other Govt organizations/ PSUs as well as Internal candidates should have minimum 1 year experience in one scale of pay below that of the post applied for.

CDA (₹)	IDA (₹)
15600-39100-PB3-GP 5400	16,400-40,500

This shall not be applicable to candidates working in Govt./ PSU in the same pay scale or above for the post applied.

g. Salary Details:

- For Govt. / PSU: Document indicating the current pay scale.
- For Private: CTC Breakup certified by employer clearly indicating the monthly, annual components & benefits.

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

i. Caste Certificate of OBCs/SCs/STs as per format uploaded on MDL Website. Non Creamy Layer Certificate for OBC issued not more than 1 year before.

j. 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 34 years as on 10.11.2016.**

2. Candidate should note that details provided by them in their application are taken on their face value and the onus of proving the correctness and authenticity of the same as and when required lies with the applicant.

3. Candidates will be reimbursed to and fro rail fare by 3 tier AC Rail/ Luxury Bus by the shortest route on production of original tickets only from the place of residence (as given in their application) to Mumbai, subject to them being interviewed.

4. Candidates are advised not to carry Mobile Phones with Camera, Laptop, CD and Pen Drives as they are not permitted to be brought inside company premises. However you may bring a mobile phone without camera.

5. Please note that you have been called for personal interview based on the information given by you in your online application form. If it is found to be otherwise or you are not able to produce documents in support of your claim for eligibility as mentioned in our advertisement, your candidature will not be considered and you will not be allowed to attend the interview. In case of any doubts for the above mentioned documents candidates may contact MDL Recruitment Section on [mdlrec@mazdock.com](mailto:mdlrec@mazdock.com) or 022-23764108 and re-assure that you are eligible for the above post before coming for the interview. Candidates found not eligible after scrutiny of documents will not be paid Travelling Allowance.

**6. Candidates employed in Government/ Public Sector Undertaking are required to produce NOC in case their applications are not forwarded through proper**



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**channel from the current employer at the time of interview, failing which they will not be interviewed.**

However candidates working in Government/ Public Sector Undertakings on contractual basis/ temporary basis and in Joint Ventures are not required to produce NOC.

7. Candidates are advised to report at MDL as per schedule. It shall be our endeavor to complete the selection proceedings on the same day. However, in case these interviews are postponed or last longer due to unforeseen circumstances, you may have to stay for a day further at your own cost and no DA or any other expenses will be admissible/ reimbursed by MDL.
8. Call letters for Personal Interview shall be sent to the candidates on or before **13<sup>th</sup> February 2017** on the email IDs as submitted in the online application form.
9. The interviews will be held at Executives Recruitment Section, 02<sup>nd</sup> Floor, Mazdock House, Mazagon Dock Shipbuilders Limited, Dockyard Road, Mumbai – 400010

**30 January 2017**

**CHIEF MANAGER (HR)**

-----End of Notification-----