

**HINDUSTAN SHIPYARD LIMITED : : VISAKHAPATNAM – 530 005**  
**(A Government of India Undertaking)**

**ADVT NO.HR/ES(O)/0102/02/2017 DATED 30 JUN 2017**

HSL is the pioneer Shipbuilding and Ship repair Yard functioning under the Ministry of Defence. The Company is looking for dynamic and result oriented personnel with proven track record for the following posts:

<b>S. No.</b>	<b>Name of the Post (Grade)</b>	<b>Post Code</b>
I	Deputy General Manager (HR) (E-5)	02/2017/DGM01
II	Deputy Manager (Fire Service) (E-2)	02/2017/DM01
III	Contract Engineer (Submarine Refit) on Fixed Term Contract	02/2017/CE01

Important dates for present recruitment process are as indicated below:

<b>IMPORTANT DATES</b>	
Date of commencement of ONLINE application for all posts	<b>01 Jul 2017 From 1000 hrs</b>
Last date for ONLINE submission of application for all posts (Once submitted editing is not allowed).	<b>31 Jul 2017 Upto 1700 hrs.</b>
Last date for receipt of copy of the printed Online Application, DD along with mandatory enclosures by Post / Courier.	<b>16 Aug 2017 Upto 1700 hrs.</b>

S No.	Name of the post (Grade)	Scale of Pay (IDA)	Max. Age* As on 31 Jul 17	Discipline/ Reservation & No. of posts	Qualification*	Professional experience* as on 31 Jul 2017
I.	Deputy General Manager (E5) Post code : 02/2017/DGM01	Rs.32,900 – 58,000  Total emoluments at the minimum pay scale: Rs.81,296/-	48 Yrs	HR (OBC-01)	<p><b><u>Essential</u></b> Graduate in any discipline with PG Degree / Two year PG Diploma in Labour &amp; Social Welfare or Labour Studies or PM &amp; IR or HR Management or MBA with Personnel Management awarded by recognized Universities / Institutes registered with AICTE with not less than 50% marks in qualifying examination.</p> <p><b><u>Desirable</u></b> Degree in Law</p>	<p><b><u>Essential</u></b> Should have at least 15 years post qualification experience in Human Resource Management and Industrial relations functions including minimum 5 years in a large PSU/ Industrial Undertaking.</p> <p>Candidates from Govt./ PSUs should have minimum 2 years' experience in immediate lower grade of IDA – PSU - Rs.29,100 – 54,500 CDA / Govt - Rs.15,600 – 39,100 (PB-3) Grade Pay – Rs.7,600/- &amp; above.</p> <p>Candidates from private sector companies having their present CTC of Rs.11 Lakhs PA are eligible.</p> <p><b><u>Desirable</u></b></p> <p>Working knowledge in following:-</p> <p>(a) Labour laws and industrial relations. (b) Modern HR management practices (c) MS Office software</p>

S No.	Name of the post (Grade)	Scale of Pay (IDA)	Max. Age* As on 31 Jul 17	Discipline/ Reservation & No. of posts	Qualification*	Professional experience* as on 31 Jul 2017
II.	Deputy Manager (E-2) Post code : 02/2017/DM01	Rs.20,600 – 46,500  Total emoluments at the minimum pay scale: Rs.50,903/-	30 yrs in case of BE (Fire) and 35 yrs in case of Divisional officers qualification	Fire Service (UR - 01)	<b><u>Essential</u></b>  Graduate of any discipline with BE (Fire) / Divisional Officers course from National Fire Service College, Nagpur	Candidate should have minimum five years post qualification experience in Fire Service Department of a large industrial establishment if qualification is BE (Fire). In case of qualification of Divisional Officers course from NFSC, Nagpur, experience of 10 years is required.
III.	Contract Engineer (Submarine Refit) Post code : 02/2017/CE01	Maximum consolidated pay is Rs.40,000/- - Rs.50,000/- per month. Actual pay will be decided depending upon the qualification and experience. Further, suitable incentive for performance will be given as per extant policy of the company.	55 yrs for ex-naval personnel and 61 yrs for ex-employees of Naval Dockyard / Shipyard.	Submarine Repairs 50 Posts (UR – 28; OBC-12; SC-07; ST-03)	<b><u>Essential</u></b>  Degree / Diploma or equivalent in Mechanical/Electrical/Electronics Engineering.	<b><u>Essential</u></b>  Minimum 07 yrs post qualification experience in operation/Maintenance /repair of submarines.  <b><u>Desirable:</u></b>  MC SWA/CH SWA, MC ERA/CH ERA CHMECH, EX ND(V), MCELP/CHHELP MCME/CHME

\*See clause (xiv) of General Instructions

## **GENERAL INSTRUCTIONS:**

- i. No Application fee for internal candidates.
- ii. Age will be relaxed for SC/ST/OBC/PWD categories as per Government rules. In case of ex-servicemen the upper age limit will be relaxed to the extent of number of years of service in the armed forces 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. Indian Nationals only need to apply.
- iv. Applications sent other than the prescribed method stand rejected.
- v. Application Fee is Rs.100/-. No Registration fee for SC/ST/PH Candidates. Fee once paid will not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility before applying. Payment should be made only by way of Demand Draft (DD) drawn in favour of M/s Hindustan Shipyard Ltd., payable at Visakhapatnam.
- vi. **Candidate should write his/her ONLINE Registration Number, Name, Date of Birth and Post applied at the back side of the Demand Draft (DD).**
- vii. Print-out of the filled Online Application, DD along with **mandatory enclosures** viz., Self attested copies of Degree/PG Marks lists, Provisional Certificate, Proof of Date of Birth, Caste/PH Certificate, Experience certificates, latest salary certificate etc., and Annexure-I must be forwarded through Postal/Courier Services and should reach General Manager (HR), Hindustan Shipyard Ltd., Gandhigram (PO), Visakhapatnam – 530 005 on or before **16 Aug 2017**.
- viii. The candidates applying should ensure that they fulfil all eligibility conditions. Their admission at all stages is purely provisional. Mere issue of letter for written test or interview will not imply that candidature has been accepted. Verification of Original Certificates will be done only at the time of interview. The candidature of a candidate shall be cancelled at any point of time if the candidate is found not meeting the advertised eligibility criteria.
- ix. All original documents such as Degree Certificate, proof of Date of Birth, Caste/PH Certificate, Experience Certificates 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.
- x. 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.
- xi. SC/ST candidates should possess valid Certificate in the prescribed format. Candidates from OBC-NCL category should possess certificate in the prescribed format and issued during the year 2017.
- xii. The Management reserves the right to create and operate a panel of shortlisted candidates.
- xiii. The Qualifying Requirement /Experience & Age limit shall be reckoned as on the last date for on line submission of application i.e., **31 Jul 2017**.
- xiv. Mere possession of the requisite qualification and experience will not confer any right to be called for interview. However, the Management reserves the right to relax qualifications/experience/age in the case of exceptionally experienced and qualified candidates.
- xv. The Management reserves the right to Increase or decrease the number of posts or consider for lower posts/grades to meet the organizational requirement.
- xvi. The Management reserves the right to raise the minimum eligibility standards, change the selection criteria, and cancel the recruitment process without assigning any reasons.
- xvii. Candidates presently working in Government/Public Sector Undertakings or Autonomous bodies should submit “No Objection Certificate” from the present Organisation at the time of interview. Without “No Objection Certificate”, the candidate will not be interviewed and accordingly no TA will be paid.
- xviii. Out-station Candidates called for interview for the post at S.No.I will be paid To and fro I AC train fare and for the post at S.No.II will be paid To and fro II AC train fare and for the post at S.No.III will be paid To and fro III AC train fare by shortest route. All notifications to the candidates will be displayed in the website <http://www.hslvizag.in> Applicants are requested to visit the website from time to time to get updates.

**EXPERIENCE DETAILS**

**Annexure – I**

**Please also state briefly as to how your experience is relevant to the post applied for:-**

<b>Sl. No.</b>	<b>Name of the Organisation</b>	<b>Designation</b>	<b>Nature of Duties</b>	<b>No. of years</b>	<b>Salary/CTC</b>

**1. Roles and Responsibilities:** The broad responsibilities incumbent upon the **Contract Engineers (Submarine Refit)** include:

- (a) Guide the vendor on correct procedures and ensure high time-on-task
- (b) Quality assurance, provide reference, relevant documents (from HSL)
- (c) Ensure correct sequencing and avoid re-work
- (d) Sire management from fire, personnel safety and material security aspects
- (e) Review work plan to avoid bottle necks/interference/problems away
- (f) Anticipate resource requirement and project to respective HSL Manager
- (g) Daily report on work progress and present week's plan to ensure meet timelines.
- (h) Take necessary action, and advance HSL manager to ensure completion of work in time and with required quality.
- (i) Assist and guide vendor to offer systems/equipment for trials to Navy as per QAP.
- (j) Accountable for all aspect of work, planning and execution wrt. The respective system/zone.
- (k) Coordinate with respective Site Managers of associated systems / equipment to avoid bottlenecks and improve productivity.
- (l) Any other works entrusted by the HSL officer wrt. Of Sindhuvir.

**2. Submarine Equipment and Systems:** Selected candidates are expected to be familiar with following systems and equipment of submarine. It is incumbent upon the candidates to have thorough knowledge and working experience, which will be the basis for their selection during the interview.

A. **Engineering:** - Defect survey, repair/routine, testing and trials of following equipment and systems:

- (a) Fwd plane, Aft plane, Rudder & CLS
- (b) Diving and surfacing system, Masts & Shafting
- (c) Main Diesel, Capstans, DUK & SSE & HPA bottles

B. **Systems (Piping and equipment)** – Defect survey, in-situ repair, degutting of pipe & fabrication at shop floor, pressure testing at shop floor, regutting of system, onboard pressure testing and trials on:

- (a) Hydraulic, Auxiliary cooling, chilled water & Battery cooling system
- (b) MSL, TT sprinkling, Trim, Shaft cooling, ships tub-oil system
- (c) HP Air, Emergency blowing, HP air 200, MP Air, Diesel starting air & coupling charging system
- (d) Ships fuel, LOX, VPL Snort mast heating & Distilled Water system.
- (e) External tank pipes, LP Blowing, Internal tanks pipes & CLS system.
- (f) DG Lub-oil, DGSW, DGFW, DG Manual control and Battery agitation system

C. **Hull Repair:**

- (a) Degutting of ballast weights, Defect survey & repair of MBTs, bottle recess, fuel tanks including pressure testing
- (b) Defect survey & repair of internal tanks, Battery pits, bilges, deck and bhds including store spaces.
- (c) Defect survey, repair of pressure hull (build ups, grinding and frame renewal) including PP Tanks
- (d) Defect survey, repair of under casing, casing panel, Fin area, Fore and Aft end including Rubber coating

D. **Electrical and Weapon:** NR routine on electrical equipment and systems including installation of indigenous BIUS, Sonar USHUS-II and Renewal of Main Line Cable.

- (a) Generator, Main propulsion system (motors and panets)
- (b) Navigation and Direction system
- (c) Routine on AC & DC networks
- (d) Battery unloading, loading and associated systems
- (e) CCS MK-II, DAY, SIRS, BIUS, USHUS
- (f) MLC & PGD

E. **Quality Control & Quality Assurance** – Field inspection, documentation of quality checks and co-ordinate for WOT inspections to validate deliverables as per QAP. The inspection covers following work packages of the refit:

- (a) Hull repair
- (b) Engineering
- (c) Systems & Piping
- (d) Electrical and Weapon

**F. Stores:**

- (a) Inventory management, collection of stores from ND (V), MO (V) & other agencies
- (b) Upkeep of store including daily issuance and record keeping of both receipts and issues.

**G. Outsourcing and Purchases:**

- (a) Coordination for all issues related to outsourcing / procurement of services and material.

**H. Technical Services:**

- (a) Ensuring utility services like ventilation, AC, Power supply, lighting and crane facility, fire main and fresh water service to submarine.

**HOW TO APPLY(Note: Please read the instructions carefully before filling the online application)**

1. The Application should be submitted ONLINE via <http://www.hslvizag.in>
2. Candidates should possess a valid E mail id and remain active for at least next one year. All future correspondence would be sent via e mail only.
3. Candidate should upload his/her photograph (20 – 50KB) and signature (10 – 20KB) in the prescribed format and size.
4. Candidates must have the DD (Demand Draft) payment details of the current post before applying online.
5. Candidates are requested NOT to be idle for more than 5 minutes to avoid the expiry of web page while filling the online application.
6. Candidate should be ready with all the bio-data before filling the application.
7. Click on “Careers” under “Human Resources” visit “Current Openings” link to view the openings available.
8. Please read the advertisement notice carefully, candidates are advised to self-check their eligibility against the recruitment posts.
9. Click on the respective link under “Apply Now” to submit the application online.
10. Registration process contain 3 stages 1) Personal details 2) Educational details and 3) Payment details
11. If you have experience, please select “Experienced” else “Management Trainee” from the dropdown control against “Type of post”.
12. Candidates are advised to use the SAVE (button) option to avoid the loss of data or SUBMIT button to finally submit the application. Verify the filled data carefully before submitting, once submitted you’re NOT allowed to Edit / modify the application.
13. After successful completion of all the stages you will receive a confirmation message.

14. Candidates who have chosen SAVE (button) option are allowed to SUBMIT the application using **Edit Application** option at a later time before the closing date.
15. You will receive a confirmation e mail with the Registration ID and a link to view your submitted application form.
16. Candidates are also advised to check their SPAM if he email does not reach inbox.
17. Take a print-out (Hard copy) of the filled Online Application for future reference.
18. It is mandatory to write ONLINE Registration Number, Name and Date of Birth at the back side of the Demand Draft (DD).
19. Keep your DOB and Registration ID confidential.
20. In case of difficulty in registration or for any clarification, candidates may contact [recruitment@hslvizag.in](mailto:recruitment@hslvizag.in) electronically

**GENERAL MANAGER (HR)**