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गार्डिन रीच शिपबिल्डर्स एण्ड इंजिनियर्स लिमिटेड

GARDEN REACH SHIPBUILDERS & ENGINEERS LIMITED

(A Govt. of India, Ministry of Defence, Undertaking)

CIN No.: L35111WB1934GOI007891

Regd. & Corporate Office: GRSE Bhavan, 61, Garden Reach Road, Kolkata – 700024 ; Website: www.grse.in

EMPLOYMENT NOTIFICATION NO. 2025/02 (O)

DETAILED ADVERTISEMENT FOR OFFICER POSTS

GRSE Ltd. is one of the Premier Schedule-A Mini Ratna, Category -I Defence Shipyard. It is effectively contributing to the defence preparedness of the country by building different sophisticated and state-of-the-art warships. The Company invites applications from qualified, talented and energetic Indian Nationals for the following posts in various disciplines:

Opening date for Online registration: 05 April 2025 (from 14:00 Hrs.)

Closing date for Online registration: 26 April 2025 (upto 23:59 Hrs.)

<u>Sl. No.</u>	<u>Name of Post/ (Grade)</u>	<u>Scale of pay (IDA)</u>	<u>Max. Age as on 01 Apr 2025</u>	<u>Discipline/ Posts/ Reservation</u>	<u>Minimum Qualification</u>	<u>Minimum Years of post-qualification experience as on 01 Apr 2025</u>
I	PERMANENT EMPLOYMENT					
(A)	General Manager (E-7)	100000-3%-260000	52 yrs.	Technical-01 (OBC) (Backlog Vacancy)	Four years full time degree in Engineering or equivalent in the discipline of Mechanical / Electrical / Electronics / Marine Engineering / Civil / Production / Naval Architecture. [For detailed qualification grouping, please refer Note – 1 A (ii)]	i. 22 years' post qualification experience out of which at least 5 years in Senior position either singularly or collectively in "Ship building" / "Ship design" / "Ship repair" / "Overseeing the construction / repair of Naval Ships or Submarines" or "Product Design or Production or Planning / Project Management in industry" ii. Candidates from Govt. / PSU / Autonomous organizations should have 2 years' experience in immediate lower grade whereas Candidates from private sector should be drawing comparable CTC of AGM Grade (E-6) for minimum 2 years. iii. For details refer Note 6.

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(B)	Additional General Manager (E-6)	90000-3%-240000	50 yrs.	Human Resource-01 (OBC) (Backlog Vacancy)	Full Time Graduate with 02 years full time MBA / PG Degree / PG Diploma or equivalent in Human Resource Management / Human Resource Development / Personnel Management / Industrial Relations / Social Work / Labour Welfare	<p>i. 20 years' post qualification experience in dealing with HR matters i.e. IR, Contract Labour Management, Welfare administration, Establishment, Recruitment, Statutory Compliances, CSR etc.</p> <p>ii. Candidates from Govt. / PSU / Autonomous organizations should have 2 years' experience in immediate lower grade whereas Candidates from private sector should be drawing comparable CTC of DGM Grade (E-5) for minimum 2 years.</p> <p>iii. For details refer Note 6.</p>
(C)	Deputy General Manager (E-5)	80000-3%-220000	48 years	Admin & Security-01 (OBC)	Four years full time degree in Engineering or equivalent in any discipline OR Full Time Graduate with 02 years full time MBA / PG Degree in Management / PG Diploma in Management or equivalent in any Management discipline	<p>i. 15 years' post qualification experience in dealing with "General Administration" / "Security matters" in Armed Forces / Defence Establishment/ PSU / in any Industry".</p> <p>ii. Candidates from Govt. / PSU / Autonomous organizations should have 2 years' experience in immediate lower grade whereas Candidates from private sector should be drawing comparable CTC of SM Grade (E-4) for minimum 2 years.</p> <p>iii. For details refer Note 6.</p>
(D)	Manager (E-3)	60,000- 3%-1,80,000	42 years	Finance-01 (ST) (Backlog vacancy)	Chartered Accountant (CA)/ Cost & Management Accountant (CMA)	<p>i. 08 years' post qualification experience in dealing with financial matters, either singularly or collectively, i.e. "Budgeting", "Costing", "Banking", "Taxation", "Finalisation of accounts", "Exposure in Audit Related matters", "Financial Concurrence in various procurements" and "compliance matters related to Finance".</p> <p>ii. Candidates from Govt. / PSU / Autonomous organizations should have 2 years' experience in immediate lower grade whereas Candidates from private sector should be drawing comparable CTC of</p>

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						DM Grade (E-2) for minimum 2 years. iii. For details refer Note 6.
(E)	Manager (E-3) <i>(posting will be at Kolkata or Ranchi)</i>	60,000- 3%-1,80,000	42 years	Security-01 (UR)	Full time Graduate in any discipline	i. 8 years post qualification experience either singularly or collectively in- Handling responsibility involving safety & security of ships and defence establishment OR Security of personnel, material, property, document etc. in a Govt. organization/ industry ii. Candidates from Govt. / PSU / Autonomous organizations should have 2 years' experience in immediate lower grade whereas Candidates from Private sector should be drawing comparable CTC of DM (E-2) Grade for minimum 2 years. iii. For details refer Note 6.
(F)	Deputy Manager (E-2)	50000- 3%-160000	35 years	Human Resource -01 (OBC) (Backlog Vacancy)	Full Time Graduate with 02 years full time MBA / PG Degree / PG Diploma or equivalent in Human Resource Management / Human Resource Development / Personnel Management / Industrial Relations / Social Work / Labour Welfare	i. 05 years' post qualification experience in dealing with HR matters like Establishment/ Recruitment/ IR/ Contract Labour Management/ Welfare administration/ Statutory Compliances/ Disciplinary matters/ CSR etc. ii. Thorough knowledge of Labour Laws and HR Tools like Performance Management System, Competency Planning etc. is desirable. iii. Candidates from Govt. / PSU / Autonomous organizations should have 2 years' experience in immediate lower grade whereas Candidates from private sector should be drawing comparable CTC of AM Grade (E-1) for minimum 2 years. iv. For details refer Note 6.

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(G)	<p>Deputy Manager</p> <p>(E-2)</p> <p><i>(posting will be at GRSE's Ranchi unit)</i></p>	50000- 3%-160000	35 years	Safety-01 (UR)	<p>4 years Full time Degree in Engg or equivalent in any discipline With Degree or Diploma in Industrial Safety recognized by the Govt. of Jharkhand</p> <p>OR</p> <p>Full time Graduate With Degree or Diploma in Industrial Safety recognized by the Govt. of Jharkhand</p>	<p>i. 05 years' of post qualification experience either singularly or collectively in: Production / Planning / Project Management / Maintenance/ Safety/ in a heavy engineering industry/ Public Sector Enterprise/ Govt. organization OR</p> <p>Training, Education, Consultancy, or Research in the field of accident prevention in industry or in any institution</p> <p>ii. Candidates possessing Master Degree in Engineering with 03 years' experience mentioned at <u>Sl. no.(i)</u> above.</p> <p>iii. Candidates from Govt. / PSU / Autonomous organizations should have 2 years' experience in immediate lower grade whereas Candidates from private sector should be drawing comparable CTC of AM Grade (E-1) for minimum 2 years.</p> <p>iv. For details refer Note 6.</p>
(H)	<p>Deputy Manager</p> <p>(E-2)</p>	50000- 3%-160000	35 years	Medical-01 (OBC)	<p>MBBS degree from any University recognized by Medical Council of India (MCI)</p> <p>(Backlog Vacancy)</p>	<p>i. 05 years' post qualification experience. Private practitioners with above experience may also be considered.</p> <p>ii. Candidates from Govt. / PSU / Autonomous organizations should have 2 years' experience in immediate lower grade whereas Candidates from private sector should be drawing comparable CTC of AM Grade (E-1) for minimum 2 years.</p> <p>iii. 1 year relaxation in post qualification experience for candidates having Post Graduate Diploma in Medical field. 2 years relaxation in post qualification experience for candidates having Post Graduate Degree in Medical field.</p> <p>iv. For details refer Note 6.</p>

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(I)	Assistant Manager (E-1)	40000- 3%-140000	28 years	Electronics – 01 [OBC & PwBD (VH/LV)]	<p>Four years full time degree in Engineering or equivalent in the discipline of Electronics Engineering with 55% overall marks or equivalent CGPA</p> <p>[For detailed qualification grouping, please refer Note – 1 A (ii)]</p>	NIL
(J)	Assistant Manager (E-1)	40000- 3%-140000	28 years	Safety – 02 (UR-1, OBC-1)	<p>(i) 4 years Full time degree in Engineering or equivalent in any discipline with Degree or Diploma in Industrial Safety recognized by the Govt. of West Bengal OR</p> <p>Full time Graduate in Physics and Chemistry with Degree or Diploma in Industrial Safety recognized by the Govt. of West Bengal OR</p> <p>Four years full time degree in Engineering or equivalent in the discipline of Safety & Fire Engineering/ Fire Technology & Safety Engineering (from UGC recognized university/ AICTE approved institution) OR</p> <p>4 years Full time degree in Engineering or equivalent in any discipline with ME/ M.Tech. in Industrial Safety/ Safety & Occupational Health Engg. (approved by AICTE)</p> <p>(ii) 60% overall marks or equivalent CGPA (55% overall marks or equivalent CGPA for OBC) in Degree in Engineering, Graduation, Degree/ Diploma in Industrial</p>	NIL

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					Safety/ ME/ M.Tech in Industrial Safety/ Safety & Occupational Health Engg. (iii) Working knowledge/ skills of Bengali (reading, writing and speaking) is required. Desirable- Qualified Safety Officer by Govt. of West Bengal	
(K)	Assistant Manager (E-1)	40000- 3%-140000	28 years	Information Technology (IT) – 02 (SC-1, OBC-1)	Four years full time degree in Engineering or equivalent in the discipline of Computer Science & Engineering / Information Technology with 55% overall marks or equivalent CGPA OR Full time Master of Computer Applications (MCA) with 55% overall marks or equivalent CGPA [For detailed qualification grouping, please refer Note – 1 A (ii)]	NIL
(L)	Junior Manager (E-0) <i>(posting will be at Kolkata or Ranchi)</i>	30000- 3%-120000	32 years	Security – 02 (OBC-2)	Full time Graduate in any discipline with Full time Diploma in Security Management (having minimum 01 year duration) or equivalent (For Defence Services/ Paramilitary forces/ State police forces personnel with minimum 15 years' service, requirement of Diploma in Security Management qualification is exempted)	i. 8 years post qualification experience either singularly or collectively in- Handling responsibility involving safety & security of ships and defence establishment OR Security of personnel, material, property, document etc. in a Govt. organization/ Industry.

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(M)	Junior Manager (E-0)	30000- 3%-120000	32 years	Technical (Engineering) – 02 [UR-1, ST-1, (Backlog Vacancy)]	Diploma in Engineering or equivalent in the discipline of Mechanical/ Production/ Marine Engineering. OR B Sc (Shipbuilding & Repair) [For detailed qualification grouping, please refer Note – 1 B (ii)]	8 years post qualification experience either singularly or collectively in “Ship building/ Ship Design/ Ship Repair activity/ Dockyards/ Repair Yards/ Engineering Industry
(N)	Junior Manager (E-0)	30000- 3%-120000	32 years	Technical (Hull) – 01 (ST) (Backlog Vacancy)	Diploma in Engineering or equivalent in the discipline of Mechanical/ Civil Engineering/ Naval Architecture/ Shipbuilding OR B.Sc. (Shipbuilding & Repair) / B.Sc. (Nautical Science) [For detailed qualification grouping, please refer Note – 1 B (ii)]	8 years post qualification experience either singularly or collectively in: “Ship building/ Ship Design/ Ship Repair activity/ Dockyards/ Repair Yards/ Engineering Industry OR Experience as Deck Officer on sea going vessel with preference given to those having certificates of competency as Master, First Mate or Second Mate of a foreign going ship recognized by the Government of India.
(O)	Junior Manager (E-0)	30000- 3%-120000	32 years	Technical (Electrical) – 01 (ST) (Backlog Vacancy)	Diploma in Engineering or equivalent in the discipline of Electrical Engineering/ Electronics Engineering [For detailed qualification grouping, please refer Note – 1 B (ii)]	8 years post qualification experience either singularly or collectively in “Ship building/ Ship Design/ Ship Repair activity/ Dockyards/ Repair Yards/ Engineering Industry
(P)	Junior Manager (E-0)	30000- 3%-120000	32 years	Technical – 03 [PwBD (VH/LV)-2, PwBD (HH/PD)-1]	Diploma in Engineering or equivalent in the discipline of Mechanical/ Civil Engineering / Naval Architecture/ Shipbuilding / Electrical / Electronics OR B.Sc. (Shipbuilding & Repair)	8 years post qualification experience either singularly or collectively in “Ship building/ Ship Design/ Ship Repair activity/ Dockyards/ Repair Yards/ Engineering Industry

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II <u>FIXED TERM EMPLOYMENT</u>						
(A)	Project Superintendent (CGM / E-8) (On Fixed Term Contractual Basis for 03 years extendable maximum of another 02 years)	120000-3%-280000	54 yrs.	Technical-01 (OBC)	Four years full time degree in Engineering or equivalent in the discipline of Mechanical / Electrical / Electronics / Marine Engineering / Civil/ Production/ Naval Architecture. [For detailed qualification grouping, please refer Note – 1 A (ii)]	i. 24 years' post qualification experience out of which at least 15 years in Senior position either singularly or collectively in overseeing Engineering projects or Indian Naval / Indian Coast Guard projects/ assets. Experience in "Ship building" / "Ship design" / "Ship repair" / "Overseeing the construction / repair of Naval Ships or Submarines" other Engineering projects desirable. ii. Candidates from Govt. / PSU / Autonomous organizations should have 2 years' experience in immediate lower grade whereas Candidates from private sector should be drawing comparable CTC of GM Grade (E-7) for minimum 2 years. iii. For details refer Note 6.
(B)	Additional General Manager (E-6) (On Fixed Term Contractual Basis for 03 years extendable maximum of 02 years)	90000-3%-240000	50 years	Technical-01 (OBC)	Four years full time degree in Engineering or equivalent in the discipline of Mechanical / Electrical / Electronics / Marine Engineering / Civil / Production / Naval Architecture. [For detailed qualification grouping, please refer Note – 1 A (ii)]	i. 20 years' post qualification experience either singularly or collectively in "Ship building" / "Ship design" / "Ship repair" / "Overseeing the construction / repair of Naval Ships or Submarines / Engineering Projects". ii. Candidates from Govt. / PSU / Autonomous organizations should have 2 years' experience in immediate lower grade whereas Candidates from private sector should be drawing comparable CTC of DGM Grade (E-5) for minimum 2 years. iii. For details refer Note 6.
(C)	Deputy General Manager (E-5) (On Fixed Term Contractual Basis)	80000-3%-220000	48 years	Technical-03 (OBC-1, SC-1 EWS-1)	Four years full time degree in Engineering or equivalent in the discipline of Mechanical / Electrical / Electronics / Marine Engineering / Civil / Production / Naval Architecture.	i. 15 years' post qualification experience either singularly or collectively in "Ship building" / "Ship design" / "Ship repair" / "Overseeing the construction / repair of Naval Ships or Submarines or Commercial Vessels / Engineering Projects". ii. Candidates from Govt. / PSU / Autonomous

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	for 03 years extendable maximum of 02 years)				[For detailed qualification grouping, please refer Note – 1 A (ii)]	organizations should have 2 years' experience in immediate lower grade whereas Candidates from private sector should be drawing comparable CTC of SM Grade (E-4) for minimum 2 years. iii. For details refer Note 6.
(D)	Deputy General Manager (E-5) (On Fixed Term Contractual Basis for 03 years extendable maximum of 02 years) (posting will be at Kochi, Kerala)	80000-3%-220000	48 years	Technical (Kochi)-01 (UR)	Four years full time degree in Engineering or equivalent in the discipline of Mechanical / Electrical / Electronics / Marine Engineering / Civil / Production / Naval Architecture. [For detailed qualification grouping, please refer Note – 1 A (ii)]	i. 15 years' post qualification experience either singularly or collectively in "Ship building" / "Ship design" / "Ship repair" / "Overseeing the construction / repair of Naval Ships or Submarines or Commercial Vessels / Engineering Projects". ii. Candidates from Govt. / PSU / Autonomous organizations should have 2 years' experience in immediate lower grade whereas Candidates from private sector should be drawing comparable CTC of SM Grade (E-4) for minimum 2 years. iii. For details refer Note 6.
(E)	Senior Manager (E-4) (On Fixed Term Contractual Basis for 03 years extendable maximum upto another 02 years)	70000-3%-200000	45 years	Technical-08 (UR-1, OBC-3, SC-2, ST-1, EWS-1)	Four years full time degree in Engineering or equivalent in the discipline of Mechanical Engg/ Marine Engg/ Electrical Engg/ Electronics Engg/ Civil Engg/ Production/ Naval Architecture [For detailed qualification grouping, please refer Note – 1 A (ii)]	i. 11 years' post qualification experience either singularly or collectively in "Ship building Project Management" / "Ship design" / "Ship Repair" / "Ship Procurement" / "Overseeing the construction or repair of Ships" / "Maintenance and Operations of Commercial Vessels" / "Engineering Projects". ii. Candidates possessing Master Degree in Engineering in Mechanical Engg/ Marine Engg/ Electrical Engg/ Electronics Engg/ Civil Engg/ Production/ Naval Architecture with 09 years' above experience mentioned at Sl. no. (i) above. iii. Candidates from Govt. / PSU / Autonomous organizations should have 2 years' experience in immediate lower grade whereas Candidates from

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						Private sector should be drawing comparable CTC of Manager (E-3) Grade for minimum 2 years. iv. For details refer Note 6.
(F)	Manager (E-3) (On Fixed Term Contractual Basis for 03 years extendable maximum upto another 02 years)	60,000- 3%-1,80,000	42 years	Technical-02 (OBC-1, SC-1)	Four years full time degree in Engineering or equivalent in the discipline of Mechanical Engg/ Marine Engg/ Electrical Engg/ Electronics Engg/ Civil Engg/ Production/ Naval Architecture [For detailed qualification grouping, please refer Note – 1 A (ii)]	i. 08 years' post qualification experience either singularly or collectively in "Ship building Project Management" / "Ship design" / "Ship Repair" / "Ship Procurement" / "Overseeing the construction or repair" / "Maintenance and Operations of Commercial Vessels" / "Engineering Projects" iii. Candidates possessing Master Degree in Engineering in Mechanical Engg/ Marine Engg/ Electrical Engg/ Electronics Engg/ Civil Engg/ Production/ Naval Architecture with 06 years' of above experience mentioned at Sl. no. (i) above. iv. Candidates from Govt. / PSU / Autonomous organizations should have 2 years' experience in immediate lower grade whereas Candidates from Private sector should be drawing comparable CTC of Deputy Manager (E-2) Grade for minimum 2 years. v. For details refer Note 6.
(G)	Deputy Manager (E-2) (On Fixed Term Contractual Basis for 03 years extendable maximum upto another 02 years)	50000- 3%-160000	35 years	Medical-01 (OBC) The post is reserved for PwBD (OH) (Backlog Vacancy)	MBBS degree from any University recognized by Medical Council of India (MCI)	i. 05 years' post qualification experience. Private practitioners with above experience may also be considered. ii. Candidates from Govt. / PSU / Autonomous organizations should have 2 years' experience in immediate lower grade whereas Candidates from private sector should be drawing comparable CTC of AM Grade (E-1) for minimum 2 years. iii. 1 year relaxation in post qualification experience for

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						<p>candidates having Post Graduate Diploma in Medical field. 2 years relaxation in post qualification experience for candidates having Post Graduate Degree in Medical field.</p> <p>iv. For details refer Note 6.</p>
<p>The vacancy is reserved for PwBD (OH) category. However, candidates belonging to PwBD (VH/LV) and PwBD (HH/PD) can also apply for this post. If suitable candidates belonging to PwBD (OH) category do not become available, only then the candidates belonging to PwBD (VH/LV) and PwBD (HH/PD) will be considered and if found suitable, will be selected.</p>						
(H)	<p>Junior Manager (E-0)</p> <p>(On Fixed Term Contractual Basis for 03 years extendable maximum upto another 02 years)</p>	<p>30000- 3%-120000</p>	<p>32 years</p>	<p>Technical – 01 (UR)</p>	<p>Diploma in Engineering or equivalent in the discipline of Mechanical/ Electrical/ Electronics/ Civil Engg/ Naval Architecture/ Shipbuilding OR B.Sc. (Shipbuilding & Repair)</p> <p>[For detailed qualification grouping, please refer Note – 1 B (ii)]</p>	<p>8 years post qualification experience either singularly or collectively in Ship building/ Ship Design/ Ship Repair activity/ Dockyards/ Repair Yards/ Engineering Industry</p>

UR=Unreserved; SC=Scheduled Caste; ST=Scheduled Tribe; OBC=Other Backward Class; EWS=Economically Weaker Section;
PwBD= Persons with Benchmark Disabilities; VH=Visually Handicapped; HH=Hard of Hearing; OH- Orthopedically Handicapped LV=Low Vision;
PD=Partially Deaf

NOTE:

For posts on Fixed Term Contractual basis: Employees engaged on Fixed Term Contract cannot claim permanency and will not be considered for promotion. However, in later part of recruitment, if it is seen that requirement will be for a longer period, they may be absorbed in the equivalent induction grade in the permanent roll based on the proven track record of their performance, Organizational requirement, availability of vacancies etc. as per the rules of the Company.

For Assistant Manager posts: Final Year studying students are also eligible to apply for AM posts. However, they have to produce Final Marksheet at the time of interview

1. A. EDUCATIONAL QUALIFICATION

(I) APPLICABLE FOR ALL POSTS

- i. Four years Full Time Engineering Degree (BE, B Tech) will only be considered. Lateral entry to 3rd semester of 8 semesters course / 2nd year of 4 years' course will also be considered as equivalent qualification.
- ii. **Grouping of Disciplines in Engineering Degree – Technical disciplines**
- Mechanical – Mechanical/ Mechanical & Industrial Engg./ Mechanical & Production Engg./ Marine Engg./ Mechatronics/Mechanical & Automation/ Metallurgy
 - Electrical – Electrical/ Electrical & Electronics/ Electrical & Instrumentation
 - Electronics – Electronics/ Electronics & Communication/ Applied Electronics & Instrumentation/ Electronics & Telecommunication/ Electronics & Instrumentation/ Instrumentation & Control
 - Computer Science & Engineering – Computer Science/ Information Technology/ Computer Technology
 - Marine Engineering - Marine Engineering.
 - Civil – Civil/ Structural/ Civil & Structural
 - Production - Production Engineering/ Production Engineering & Management/ Production & Industrial Engineering/Manufacturing Technology/Engineering
 - Naval Architecture – Naval Architecture/Naval Architecture & Shipbuilding/ Naval Architecture & Ocean Engg./Naval Architecture & Marine Engg./ Ocean Engg. & Naval Architecture/ Naval Architecture & Offshore Engg.
- iii. Only the above-mentioned disciplines will be considered for the recruitment process. Courses / Disciplines with equivalence to the above will not be considered. For all the posts, the qualification would be of full time only. No Part Time/Correspondence course will be accepted.
- iv. **For Assistant Manager posts, Distance Learning/Part-time courses in the concerned disciplines will be allowed for internal candidates of GRSE only.**
- v. Post Graduate Integrated Degree Courses will also be allowed for Engineering disciplines in Technical posts. The integrated Professional Technical Qualification should be of 5 years' duration after 10+2 qualification.
- vi. AICTE / UGC / Government of India recognized / approved Degree / PG Degree courses in concerned discipline (as referred above) awarded by University / Institution recognized by Govt. of India will only be considered.
- vii. The date of declaration of result / issuance of mark sheet shall be deemed to be the date of acquiring the qualification and there shall be no relaxation on this account.
- viii. Candidates having Master Degree in Engineering must possess the minimum qualification prescribed against the post.
- ix. For the posts in Deputy Manager to Senior Manager grades in Technical / Medical disciplines, candidates having higher qualification in engineering / medical discipline, the period of experience overlapping with the study of Master degree/ PG Degree/ PG Diploma course shall not be considered for reckoning the post qualification experience.

- x. Wherever grades e.g. CGPA/OGPA/DPGA (as applicable) are awarded, the following method will be adopted for conversion to equivalent percentage of marks:
- a) The conversion of CGPA to percentage of marks would be based on the procedure certified by the University / Institution from where they have obtained the qualifying degree. Documents viz. Mark sheet / Final / Provisional Degree / Letter issued by competent authority of the respective University/Institution will be considered for ascertaining the CGPA to Percentage conversion criteria.
- b) In case the University/Institution does not have any criteria for converting CGPA into equivalent percentage of marks, it has to be categorically mentioned in the Mark sheet / Final / Provisional Degree / Letter issued by competent authority of the respective University/Institution. In such cases, the equivalence would be established by dividing the candidate's CGPA by the maximum possible CGPA and multiplying the result with 100.

B. EDUCATIONAL QUALIFICATION FOR JUNIOR MANAGER POSTS

- i. Grouping of Disciplines in Diploma for Technical posts:
- Mechanical – Mechanical/ Mechanical & Industrial Engg./ Mechanical & Production Engg./ Marine Engg./ Mechatronics/Mechanical & Automation/ Metallurgy
 - Production- Production Engineering/Production Engineering & Management/Production & Industrial Engineering/Manufacturing Technology/Engineering.
 - Marine Engineering - Marine Engineering.
 - Electrical – Electrical/Electrical & Electronics/Electrical & Instrumentation
 - Electronics – Electronics/Electronics & Communication/Applied Electronics & Instrumentation/Electronics & Telecommunication/Electronics & Instrumentation/Instrumentation & Control
 - Civil – Civil/ Structural/ Civil & Structural
 - Naval Architecture – Naval Architecture/Naval Architecture & Shipbuilding/ Naval Architecture & Ocean Engg./Naval Architecture & Marine Engg/ Ocean Engg. & Naval Architecture/Naval Architecture & Offshore Engg.
- ii. Diplomas acquired for all posts wherever applicable have to be awarded by University/Institution recognized by Government of India/State Government.
- iii. The date of declaration of result / issuance of mark sheet shall be deemed to be the date of acquiring the qualification and there shall be no relaxation on this account.
- iv. Full time Diploma will only be considered. **Distance learning/part-time courses can be considered for internal candidates of GRSE only.**
- v. For Defence Service Personnel, the following will be considered:
- Diploma acquired before joining Defence force should be from Government recognized Board of technical education/council
 - Joined Defence forces without technical/professional qualification but underwent prescribed training and awarded Diploma issued from Training Institute/School of Armed Forces will be considered as equivalent qualification.
 - Certificate issued stating that possessing qualification equivalent to Degree or Diploma on completion of specified years of service will not be considered at par with Graduate or Diploma awarded by University/Institution recognized by Government of India/State Government.
- vi. Required experience of 08 years should be post qualification experience i.e. experience acquired after obtaining Diploma.

2. MAXIMUM AGE LIMIT

- i. Maximum age limit for applicants is mentioned against each post. Cut-off date is 01 Apr 2025. However, relaxation of age for SC/ST/OBC/Persons with Benchmark Disability (PwBD) / Ex-Serviceman will be as per Govt. rules. The relaxation in age limit for PwBD candidates shall be applicable irrespective of the fact whether the post is reserved or not. Age relaxation for internal candidates will be applicable as per rules.
- ii. **Relaxation in the upper age limit mentioned against each post may be granted to any candidate to extent of excess years of relevant post qualification experience possessed by the candidate vis-à-vis the notified years of post-qualification experience for each post.**
- iii. Maximum age as on cut-off date after all relaxations for all categories (SC/ST/OBC/PwBD/Ex-Servicemen) shall not exceed 57 years (for external candidates) and 58 years (for internal candidates).

3. RESERVATION

- i. Reservation for SC / ST / OBC / EWS / PwBD as applicable has been indicated against each post. However, candidates from reserved category fulfilling eligibility criteria may also apply for the posts earmarked for UR as per Government Rules.
- ii. Persons with Benchmark Disability category are required to produce Medical Certificate in prescribed format issued by the Competent Authority as stipulated in The Rights of Persons with Disabilities Act, 2016 having minimum 40% or more disabilities in the category as the case may be.
- iii. Category (SC/ST/OBC/PwBD/EWS) once entered in the Online Application form will not be allowed to be changed and no benefit of other category will be admissible later on.
- iv. OBC candidates at the time of interview have to submit declaration to the effect that the incumbent does not fall in Creamy Layer section and also to produce non-creamy layer certificate in the prescribed format as applicable for appointment for the posts under Govt. of India and Central Govt. Public Sector Undertaking. OBC (non-creamy layer) certificate by the Component Authority should be issued in the current year.
- v. Candidates will get the benefit of reservation under EWS only on production of an Income and Asset Certificate issued by a Competent Authority in the prescribed format. The Income and Asset Certificate issued by a Competent Authority in the prescribed format shall only be accepted as proof of candidate's claim as 'belonging to EWS. EWS certificate should be issued in 2024-25.
- vi. SC/ST/OBC/EWS candidates applying for a post where there are no vacancies in their respective reserved categories, will be treated as General candidates and no relaxation in any criteria will be applicable to these candidates. However, they may indicate their actual category in Online Application so as to avail of application fees concession as applicable.

4. APPLICATION PROCEDURE

- i. All candidates have to submit application **ONLINE** through '**Career section**' of GRSE website **www.grse.in** or on **<https://jobapply.in/grse2025>**
- ii. All candidates are required to apply ONLINE and upload documents supporting age, caste, education, experience etc. in the Online application.

- iii. Candidates including serving employees of Govt. / Semi-Govt. / FSUs / Autonomous Organization are further required to forward the auto-generated printout along with self-attested copies of supporting documents **through proper channel** to **Post Box No. 3076, Lodhi Road, New Delhi – 110003** (The envelope containing the application and supporting documents should be super-scribed with “**GRSE Employment Notification No. 2025/02(O)**” and “**Post Applied for _____**”) or produce **No Objection Certificate (NOC)** at the time of interview. A candidate may be interviewed without NOC but he/she will not be entitled to any pay-protection benefit and service transfer benefit on joining, if selected and if it is applicable.
- iv. Please note that candidature of the candidate is liable to be cancelled if he / she submit more than one application for same post.
- v. GRSE will not be responsible for any delay / loss in postal transit of any application or communication.
- vi. The detailed procedure of application and other details are available in “Career Section” of GRSE Website: www.grse.in and also in <https://jobapply.in/grse2025>.
- vii. All correspondence with candidates shall be done through e-mail only. All information regarding Admit Cards for Written test, Interview Call Letter etc. shall be provided through e-mail uploaded at the time of application/uploading on GRSE website. Responsibility of receiving, downloading and printing of Admit Cards for Written test/ Interview Call Letter or any other information shall be of the candidate only. GRSE will not be responsible for any loss of e-mail sent, due to invalid/wrong e-mail ID provided by the candidate or delivery of e-mails to Spam/Bulk mail folder for delay/non-receipt of information if a candidate fails to access his/her mail/website in time or DND activated mobile no. etc.

5. SELECTION PROCESS

(A) The selection for all posts (except Assistant Managers) will be through interview only.

(B) Selection Process for Assistant Manager

- (i) Written Test will be scheduled **tentatively** in the month of May / June 2025 at Kolkata and Ranchi.
- (ii) No TA will be paid to the candidates for appearing in the written test.
- (iii) Pattern of Written Test will be as follows:

<u>Type of Question</u>	<u>No. of Questions</u>	<u>Marks</u>	<u>Remarks</u>
Part-I Discipline Knowledge Questions	60	60	<ul style="list-style-type: none"> • Duration of Written test – 90 minutes • Question paper language - Bi-lingual (English and Hindi). • Question paper type - Objective type with Multiple Choices Questions.
Part-II General Management Aptitude Test (Mental Ability, Reasoning, English, Data Analysis, Numerical Ability etc.)	25	25	
TOTAL	85	85	

- (iv) In case any ambiguity / dispute arises on account of interpretation in versions other than English, the English version will prevail.
- (v) Based on the performance in Written Test, candidates will be shortlisted / called to appear for Interview. Candidates appearing for interview have to produce final mark-sheet/certificate before interview.
- (vi) For AM (Safety) post, in addition to the selection process mentioned above, proficiency of working knowledge of Bengali of the shortlisted candidates will be evaluated.

(C) SERVICE AGREEMENT BOND FOR ASSISTANT MANAGERS

Candidates joining GRSE in Assistant Manager (Grade-E1) will have to execute a Service Agreement Bond to serve the company for 3 years. An amount towards security deposit of 5% of their Basic pay & DA (as applicable at the time of joining) for 3 years will be deducted from the monthly pay and will be refunded on the completion of 3 years of service including probation period with normal saving bank interest (SBI rates). Bond value will be the deductible amount for 3 years. This deposit will be forfeited if the joinee leaves the company before completion of 3 years and will be liable to pay the balance bond amount.

6. PAY SCALES

(A) From PSU / Govt. Department:

Applicants must have minimum two (2) years of experience in the immediate lower grade for the posts advertised.

(i) The equivalent pay scales in the various grades on CDA and IDA are given below:

Post advertised	Grade	Pay Scale of the posts advertised	Immediate lower grade Pay Scale	
			CDA Pay Scales (Rs.)	IDA Pay Scales/ Grade (Rs.)
PS (CGM)(FT)	E-8	120000-3%-280000	118500-3%-214100	100000-3%-260000
GM	E-7	100000-3%-260000	118500-3%-214100	90000-3%-240000
AGM	E-6	90000-3%-240000	118500-3%-214100	80000-3%-220000
AGM (FT)	E-6	90000-3%-240000	118500-3%-214100	80000-3%-220000
DGM	E-5	80000-3%-220000	78800-3%-209200	70000-3%-200000
DGM (FT)	E-5	80000-3%-220000	78800-3%-209200	70000-3%-200000
SM (FT)	E-4	70000-3%-200000	67700-3%-208700	60000-3%-180000
MGR	E-3	60000-3%-180000	67700-3%-208700	50000-3%-160000
MGR (FT)	E-3	60000-3%-180000	67700-3%-208700	50000-3%-160000
DM	E-2	50000-3%-160000	56100-3%-177500	40000-3%-140000
DM (FT)	E-2	50000-3%-160000	56100-3%-177500	40000-3%-140000

(ii) Candidates from Central Government/ PSU/ Autonomous Bodies who are on consolidated remuneration or having pay structure other than CDA/ IDA pay scales, comparable CTC criteria (as applicable for candidates from private sector) will be adopted.

(B) From Private Sector:

i. The applicants working in private sector should indicate their salary head wise (monetary/cash part) which forms part of Income Tax FORM-16 and Employer's Contribution towards EPF/EPS with supporting document (FORM-16 and EPFO/ Employer statement of Employer's Contribution towards EPF/EPS. They should indicate their organization structure and their position in the organization hierarchy. The comparable gross salary (monetary/cash part) for the purpose of drawing equivalency in next lower grade of GRSE for a minimum period of 02 years, a lower variance up to maximum of 25% of CTC of equivalent grade in GRSE will be reckoned. The variance may be relaxed by 40% of CTC or more for deserving candidates from Private sector/ private practitioners at the discretion of Management.

- ii. The applicants working in private sector should submit Offer of Appointments, Joining letter, Relieving Letters and Experience certificate(s) mentioning date of joining & date of leaving (and also preferably indicating nature of experience), salary certificates for all employments in support of their experience.

Permanent

Post advertised for the Grade	Approximate CTC of immediate lower grade (Rs.)
GM (E-7)	28.53 Lakhs AGM (E-6)
AGM (E-6)	25.36 Lakhs DGM (E-5)
DGM (E-5)	22.19 Lakhs SM (E-4)
MGR (E-3)	15.85 Lakhs DM (E-2)
DM (E-2)	12.68 Lakhs AM (E-1)
DM (Medical) (E-2)	13.64 Lakhs AM (E-1)/Medical

Fixed Term

Post advertised for the Grade	Approximate CTC of immediate lower grade (Rs.)
PS (CGM) (E-8) (Fixed Term)	29.90 Lakhs PS (GM) (E-7) (Fixed Term)
AGM (E-6) (Fixed Term)	23.92 Lakhs DGM (E-5) (Fixed Term)
DGM (E-5) (Fixed Term)	20.93 Lakhs SM (E-4) (Fixed Term)
SM (E-4) (Fixed Term)	17.94 Lakhs MGR (E-3) (Fixed Term)
MGR (E-3) (Fixed Term)	14.95 Lakhs DM (E-2) (Fixed Term)
DM (Medical) (E-2) (Fixed Term)	12.92 Lakhs AM (E-1)/Medical (Fixed Term)

(C) Applicable for Private Practitioners [applying for the post of Manager (Finance), Dy. Manager (Medical) on Permanent basis and Dy. Manager (Medical) on Fixed Term basis

- i. The applicants who are private practitioners should submit Income Tax Return (ITR) if FORM-16 is not available for any year. The comparable income from Business & Profession will be considered for the purpose of drawing equivalency in next lower grade of GRSE for a minimum period of 02 years. Maximum variance of 40% of CTC or more will be considered in case of Private Practitioners applying for the above posts, at the discretion of Management.
- ii. The applicants should submit documents in support of their duration of experience stated in the application. However, self-declaration for private practice upto a period of 06 months immediately after registration for practice with the respective professional body / Institution shall be considered while reckoning the post qualification experience in case of private practitioners.

7. APPLICATION FEES

- i. **Application fees is Rs. 590/- which can be remitted through online mode (Payment Gateway).** Applicants belonging to SC/ST/PwBD/Internal Candidates are exempted from payment of Application Fee.

- ii. The application fee is non-refundable and hence candidates are advised to ensure their eligibility for the post before applying.
- iii. Please refer “**Guidelines to Apply Online**” in the portal <https://jobapply.in/grse2025> for details regarding remittance of Application Fee.
- iv. No other mode of payment will be accepted.

8. GENERAL TERMS AND CONDITIONS

- i. The mere fact that a candidate has submitted application against the advertisement and apparently fulfilling the eligibility criteria as prescribed in the advertisement would not bestow on him/her the right to be definitely considered for selection process.
- ii. The experience mentioned against the post excludes any kind of traineeship including Management Trainee / Graduate Engineer Trainee etc.
- iii. In addition to Basic pay, Industrial DA, HRA, other perks (35% of basic pay), CPF, Gratuity, Post-Retirement benefits etc. are admissible as per the Rules. For Dy. Manager (Medical) on Fixed term basis and Dy. Manager (Medical) on Permanent basis, Non-Practicing Allowance (NPA) is admissible as per rules.
- iv. **The present CTC per annum for the advertised posts is given below:**

Permanent

Post advertised for the Grade	Approximate CTC (Rs.) *
GM (E-7)	31.70 Lakhs
AGM (E-6)	28.53 Lakhs
DGM (E-5)	25.36 Lakhs
MGR (E-3)	19.02 Lakhs
DM (E-2)	15.85 Lakhs
DM (Medical) (E-2)	17.05 Lakhs (including NPA @20% of Basic Pay)
AM (E-1)	12.68 Lakhs
JM (E-0)	9.51 Lakhs

Fixed Term

Post advertised for the Grade	Approximate CTC (Rs.) *
PS (CGM) (E-8) (Fixed Term)	35.88 Lakhs
AGM (E-6) (Fixed Term)	26.91 Lakhs
DGM (E-5) (Fixed Term)	23.92 Lakhs
SM (E-4) (Fixed Term)	20.93 Lakhs

Post advertised for the Grade	Approximate CTC (Rs.) *
MGR (E-3) (Fixed Term)	17.94 Lakhs
DM (Medical) (E-2) (Fixed Term)	16.15 Lakhs (including NPA @20% of Basic Pay)
JM (E-0) (Fixed Term)	8.97 Lakhs

* For posting at Kolkata.

In addition, Performance Related Pay and Hospitalization benefit will be applicable.

- v. GRSE reserves the right to fill up all the posts based on suitability or increase / decrease the number of posts to be filled up or cancel any post or even cancel the whole process of recruitment without assigning any reason. In such cases the reservations will be as per the Govt. guidelines.
- vi. Option of Hindi medium shall be given in interview.
- vii. If selected, the candidates can be posted to any Unit / Project / location of the company.
- viii. Final selection of candidates is subject to medical fitness by Company's Medical Officer as per company's Recruitment Rules.
- ix. Interview will be conducted through online / VC mode. However, if Outstation candidates called for interview physically, reimbursement of the travelling fare will be as follows:

Candidates appearing for interview for the Post advertised for the Grade	Entitlement of reimbursement of travelling fare
PS/CGM (E-8), GM (E-7)	Both ways air-fare by economy class at actual on production of Receipt/Ticket and Boarding Pass for incoming journey
AGM (E-6), DGM (E-5), SM (E-4), MGR (E-3), DM (E-2)	Both ways AC Two Tier Railway fare or at actual (whichever is less) by the shortest route (from place of residence/place of work to Kolkata) on production of tickets / receipts for incoming journey
AM (E-1), JM (E-0)	Both ways AC Three Tier Railway fare or at actual (whichever is less) by the shortest route (from place of residence/place of work to Kolkata) on production of tickets / receipts for incoming journey

- x. The decision of GRSE in all matters regarding eligibility, conduct of interview and selection will be final and binding on the candidates and no correspondence will be entertained.
- xi. **Corrigendum/Addendum, if any, will be issued in GRSE website only and no other communication will be made either in press or by any other mode.**
- xii. Management reserves the right to call for any additional documentary evidence in support of education, experience, CTC/Pay-scale/Income etc. of the applicants.
- xiii. **In case, at any time, it is found that the candidate is not meeting the eligibility criteria, the candidature will summarily be rejected forthwith. In that event, no reimbursement of travelling expenses and medical expenses incurred for attending the interview will be made. Hence, candidate must ensure that he/she is absolutely meeting the eligibility criteria and other conditions advertised without any deviation.**

- xiv. Furnishing of false information or concealment / suppression of factual information will render the candidate unfit for employment and GRSE will not be responsible for any consequence of furnishing of such wrong / false information.
- xv. For any dispute, the Jurisdiction shall be Kolkata.
- xvi. For any other query, please e-mail to recruitment@grse.co.in / grse18@jobapply.in

9. IMPORTANT DATES

<u>Sl.</u>	<u>Details</u>	<u>Dates</u>
(a)	Start Date for Online Registration	05 Apr 2025 (14:00 hrs.)
(b)	Closing Date for Online Registration	26 Apr 2025 (23:59 hrs.)
(c)	Remittance of Application fees	26 Apr 2025 (23:59 hrs.)
(d)	Receipt of hardcopy of application signed by candidate along with Certificates / testimonials in support of eligibility through Ordinary post only.	02 May 2025
(e)	Date of Written test for Assistant Managers	Tentatively in the month of May/ June 2025
(f)	Date of Interview	Will be announced later

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