

NAVAL DOCKYARD, MUMBAI
RECRUITMENT OF TRADESMAN MATE
{ERST WHILE MTS (INDUSTRIAL)}

1. Naval Dockyard, Mumbai ND(MBI) invites applications from eligible Indian citizens to apply ON-LINE through ND(MBI) recruitment website www.godiwadabhartee.com for the post of Tradesman Mate {erstwhile MTS (Industrial)} at Naval Dockyard Mumbai / any other place in Western Naval Command.

(APPLICATIONS THROUGH NO OTHER MODE WILL BE ACCEPTED)

<u>Time Schedule</u>	<u>Date</u>
Opening date for On-line registration	0900 Hrs on <u>30 Aug 14</u> 08 Sept 14
Closing date for On-line registration	1700 Hrs on <u>08 Sept 14</u> 14th Sept 14

<u>NAME OF THE TRADE/ POST</u>	<u>SC</u>	<u>ST</u>	<u>OBC</u>	<u>Gen</u>	<u>TOTAL</u>
Tradesman Mate (erstwhile MTS Industrial) General Central Service, Group 'C' Non-Gazetted , Industrial Pay Band 5200 – 20200 (PB-I) Grade Pay – Rs. 1800	63	29	137	319	548* #
* Includes vacancies reserved for PwD, Ex-Servicemen, Sportsmen					
# Note - The vacancies indicated does not include 325 vacancies which are sub-judicious before the Hon'able Court CAT Mumbai advertised vide Emp News dated 07-13 April 12					

[Abbreviations Used: - GEN—General, SC—Scheduled Caste, ST—Scheduled Tribe, OBC—Other Backward Class] Horizontal reservations for Ex-servicemen, Sportspersons and Persons with disability (PWD) are available (with 40% and above relevant disability)

(a) Category-wise number of vacancies mentioned above, is purely provisional and subject to variation without notice.

(b) **Horizontal Reservations** The following categories fall under horizontal reservation, which cuts across vertical reservation i.e. the reservation for SC/ST/OBC (in what is called inter-locking reservation). Candidates selected, against Physically Handicapped / Ex-Servicemen / Sportsperson will be placed in the appropriate category of SC/ST/OBC/General, as the case may be.

(i) **PWD / PH candidates.** 16 vacancies may be filled up by PH Candidates { Hearing Handicapped (HH) -06, Orthopedically Handicapped (OH) - 05, Visually Handicapped (Blind-VH) -05 } with 40% and above disability)

(ii) **Ex-Servicemen.** 55 vacancies may be filled up by Ex-serviceman.

(iii) **Sports Person.** 05 Vacancies may be filled up by sports persons. This concession will available only to those sports persons who satisfy all other eligibility condition related to educational qualifications etc. on Non availability of these personnel, these vacancies may be filled up by others suitable candidates as per merit of written examination.

(c) Reservations for SC/ST/OBC/PWD/Ex-Serviceman will be governed as per existing Govt. of India's rules in force.

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2. **Eligibility Criteria.**

Essential Qualifications

10th Standard pass from a recognized Board/Institution.

3. **Age Criteria / Relaxations**

Candidate should be between 18 and 25 Years unless provided relaxation, subject to submission of certificates as per Govt of India rules and are as under (In case the candidates fails to produce the certificate in the prescribed format issued by competent authority, his / her candidature will not be considered):

(a) **Government Servants** The upper age limit is relaxable upto 35 years in accordance with instructions or orders issued by Central Government from time to time. The age limit is further relaxable by 5 years in the case of SC/ST and 03 years for persons belonging to Other Backward Classes (OBC) in respect of the post reserved for them. A candidate claiming to belong to the category of 'Central Government Servant' and thus seeking age relaxation under this category would be required to produced a certificate in the prescribed proforma, issued after the date of advertisement, from his / her employer, on the office letter head, to the effect that he / she is a regular appointed Central Government Servant and not on casual / adopted / daily basis / hourly paid / contract basis employee. These persons should also furnish a No Objection Certificate (NOC) from their employer, during verification of documents / as and when asked for.

(b) **OBC (Non Creamy Layer) Category.** The upper age limit is relaxable by 03 years against vacancies reserved for them.

(c) **SC/ST Category** - The upper age limit is relaxable by 05 years against vacancies reserved for them.

(d) **PWD/PH Candidates.** The upper age limit can be relaxed by 10 years (Total 15 years for SCs/STs and 13 years for OBCs in respect of vacancies reserved for them.

(a) **Ex-serviceman** - The upper age limit in case of Ex-Servicemen shall be relaxed by the extent of service rendered in defence forces (Army, Navy, & Air Force) increased by three years, subject to the condition that on the closing date of receipt of application (i) the continuous service rendered in the Armed forces by an ex-serviceman is not less than six months after attestation and (ii) that the resultant age after deducting his period of service from his actual age does not exceed the prescribed age limit by more than 03 years. Ex-serviceman who have already joined the Govt Service on civil side after availing of other benefits given to them as Ex-serviceman for further employment **cannot claim ex-serviceman status** for the purpose of this recruitment and such person will be deemed to be civil employee.

(e) **Departmental Candidates.** The age relaxation available for departmental candidates with three years of continuous service, shall be up till 40 yrs of age. (45 years for SCs/STs). This concession is subject to the condition that the Direct Recruitment posts are in the same line or allied cadre and a relationship could be established that past service rendered in the department will be useful for efficient discharge of duties in the other categories of posts. (These persons should furnish a NOC from their employer, during verification of documents / as and when asked for).

(b) **Sportspersons.** The upper age limit can be relaxed up till a maximum of 05 years (10 years for SC/ST communities and 08 years for OBC in respect of post reserved for them) may be allowed to meritorious Sportsmen/sportswomen in the field of games/sports recognized by the government for such purpose, provided they satisfy all other condition prescribed by the government from time to time.

(c) **Widows, Divorced Women and Women judiciously separated from Husband.**

The upper age limit can be relaxed up till the age of 35 years (40 Years for SC/ST and 38 Years for OBC in respect of post reserved for them) for widows, divorced women and women judiciously separated from their husband who are not remarried. The persons claiming age relaxation under this sub-para would be required to produce following documentary evidence:

- (i) In case of widow, death certificate of her husband together with the Affidavit that she has not remarried since.
- (ii) In case of divorced women judiciously separated from their husbands, a certificate copy of the judgment /decree of the appropriate court to prove the fact of divorce or the judicial separation as the case may be with an affidavit in respect of divorced women and they have not remarried since.

Note: The age limit will be calculated as on the closing date for submission of online recruitment applications on the web site. Only matriculation / SSC certificates issued by the concerned education board will be considered as proof of date of birth.

4. **Mode of Selection.**

(a) **Short listing.** Mere possession of qualification(s) does not bestow the right for issue of call letter for participation in the recruitment process. **Call letters will be issued only for shortlisted candidates in the ratio of 1:10** to the number of vacancies advertised, based on the **marks / equivalent grade obtained in the 10th standard.** Call letter will be issued on the email ID registered with Naval Dockyard Mumbai via website www.godiwadabharte.com or post.

(b) **Written Examination.** Shortlisted candidates are to appear for a written examination consisting of 100 objective type questions prepared, based on 10th standard syllabus comprising of General Science, Maths and General Knowledge, reasoning etc. The question paper will be provided in English and Hindi language only.

(c) **Physical Efficiency Test (PET).** Candidates in order of merit in written examination will be shortlisted to appear for Physical Efficiency Test (PET). Call letters for shortlisted candidates will be issued separately via website www.godiwadabharte.com / email or post. Approximately 650 candidates (i.e. 548 + 20% reserved to fill up all vacancies against absenteeism) will be called for PET, which is compulsory for all candidates on the day of its conduct. Any temporary disability or any other cause shall not be a reason to seek exemption or postponement for appearing in PET. The details of the PET are as under:-

Sl No	Description	Male	Female
(a)	Running	800m in 06 min	600 m in 6 min
(b)	Carrying Weight	40 Kg for 25 meters by walk	20 Kg for 25 meters by walk

(i) The above standards are applicable for all categories of candidates including PHC (HH and VH) and Ex-serviceman. PHC (OH) may be exempted from PET. However, they are to be present at the venue at the schedule of the PET.

(ii) Any accident / casualty, during the course of PET rests with the candidates and the administration will not be responsible / liable for the same.

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(iii) Candidates may note that mere qualifying in written examination / PET does not entitle them for appointment in the Naval Dockyard. The selection would be purely based on the position secured in written examination and qualifying in the PET. The candidates who have qualified for both written and PET would be shortlisted for preparing provisional merit list which would be based on the performance in the written examination.

(d) **Document Verification.** Candidates will be called for verification of original documents / certificates in support of their eligibility as per the provisional merit list drawn after qualifying PET and based on performance of written examination.

(e) **Medical Examination.** Candidates would undergo Medical Examination after successful verification of documents.

(f) **Provisional Selection of Candidate.** A letter will be sent to the provisionally selected candidates via website www.godiwadabharte.com / email or post along with attestation forms and other documents required, if any.

(f) **Appointment Letter.** The appointment of provisionally selected candidates will be strictly based on the merit position in written examination only after qualifying PET, Document Verification, Medical Examination and other requirement as specified by the Government and Appointing authority.

5. **Rejection of application.**

Candidates are requested to read all instruction thoroughly before applying on line. Correct filing of details in the online application is the sole responsibility of the candidates. The application may be rejected on any of the following reason grounds without any notice:-

- (a) Incomplete / incorrectly filled application
- (b) Not possessing prescribed qualification for the post on the date of application.
- (c) Multiple applications submitted for the same post.
- (d) Any other irregularities which are considered invalid by Naval Dockyard Mumbai

6. **Guidelines for Filling Online Application.**

(a) Eligible applicants are required to apply only through 'On-line application Format' available on ND(MBI) recruitment website www.godiwadabharte.com.

(b) **No application through any other mode will be accepted.**

(c) Before registering/submitted applications on the website the candidates should possess the following:-

(i) **Valid E-Mail ID.** All correspondence to the candidates would be communicated through the valid e-mail ID entered in the online application form and the same should remain active until the recruitment process is completed. No change in the e-mail ID will be allowed once entered. **Intimation about date, time and venue for written examination, PET, document verification and medicals will be intimated to the shortlisted candidates by issuing a Call letter/Admit card through e-mail/ on website www.godiwadabharte.com or post. Candidates are requested to check website regularly till completion of recruitment.**

(ii) **Photograph.** Scanned / digital copy of their latest passport size color photograph and signature (.jpg or .jpeg file only, each less than 50 kb size) for uploading with application at indicated place/location. The photograph should be clear and without headgear /goggles etc.

(d) After successful applying online, candidates who fulfill all eligibility criteria are to download the registration/application form generated by the system with unique registration number. **THE SAME IS TO BE RETAINED FOR ALL FUTURE CORRESPONDENCE / REFERENCE.**

(e) **ONE COPY OF REGISTRATION / APPLICATION FORM AND ADMIT CARD IS TO BE BROUGHT TO THE VENUE OF EXAMINATION ALONGWITH FOLLOWING CERTIFICATES / TESTIMONIALS IN SUPPORT OF AGE, EDUCATION QUALIFICATION, TECHNICAL QUALIFICATION DULY ATTESTED BY ANY GAZETTED OFFICER :-**

- (i) High School/Matriculation /Equivalent certificate issued by respective board towards proof of Date of Birth
- (ii) Mark sheet / Result of 10th / High School
- (iii) Reserved Category Certificate with current validity wherever applicable
- (iv) PH or PWD(Person With Disability) Certificate
- (v) Ex-serviceman / sportsperson / any other certificate.
- (vi) NOC for departmental / Government Servant candidates.
- (vii) Other persons availing age relaxations are to produce certificate in prescribed profoma specified by the Government.

(e) AFORESAID DOCUMENTS ARE REQUIRED TO BE SUBMITTED AT THE PET VENUE FOR VERIFICATION AND RECORD FAILING WHICH HIS/HER CANDIDATURE WILL NOT BE CONSIDERED.

7. General Instructions

(a) The Admiral Superintendent , Naval Dockyard Mumbai reserves the right to :-

(i) increase or decrease the number of vacancies at his discretion upto the date of final selection.

(ii) Where number of application received in response to the advertisement is large, it may not be convenient or possible for the yard to call all the candidates for written test/ PET etc . The yard may shortlist candidates amongst the eligible candidates for written exam/ PET. The appointing authority reserves the right to change the ratio criteria for shortlisting the candidates based on the application received in each category.

(ii) The vacancies upto the date of declaration of the final result will be considered at the discretion of Admiral Superintendent, ND(MBI). The vacancies are subject to variation and the **Admiral Superintendent has the right to cancel the advertisement/recruitment at any stage due to administrative reasons.**

(b) Only Indian Nationals can apply for the above post.

(c) Before applying for the post, the candidate should ensure that he/she fulfills all the eligibility criteria and other norms mentioned in the advertisement. Furnishing of wrong/false information will be a disqualification and ASD(MBI) will not be responsible for any consequences of furnishing of such wrong/false information. The responsibility of filing the applications and furnishing all details correctly is the sole responsibility of the candidate.

(d) The written exam / PET will be conducted at **Mumbai** only.

(e) Candidates are liable to serve in Naval Dockyard, Mumbai or any Naval Unit within Western Naval Command as per discretion of appointing authority and the decision of the Appointing Authority is final and binding.

(f) Candidature of any candidate is liable to be rejected at any stage of recruitment process or post recruitment, if any information provided by the candidate is found to be false or is not in conformity with eligibility criteria mentioned in the advertisement.

(g) All queries / issues regarding application submission etc. are to be addressed to Naval Dockyard (Mumbai) only through e-mail: info@godiwadabhartee.com

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(h) No interim enquiries/correspondence/communication of any sort will be entertained on the matter and or after the selection procedure. The information shall be provided to the short listed candidates for written test/PET etc by e-mail/post. The offer letter of selected candidates shall be sent through post in addition to e-mail.

(j) Canvassing in any form and/or bringing any influence, political or otherwise will be treated as disqualification for the post applied for.

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