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Advt. No. 04/2025

FOR WEBSITE

GOA SHIPYARD LIMITED
SHIPBUILDERS, SHIPREPAIRERS & ENGINEERS
(A Government of India Undertaking-Ministry of Defence)
(ISO 9001-2015, 14001:2015, 45001:2018 Certified Company)
VADDEM, VASCO-DA-GAMA, GOA – 403 802
CIN No U63032GA1967GOI000077

Unmatchable Track Record of Execution & Delivery

GSL is a Schedule 'B' Mini Ratna Category I Company and is engaged in designing and building Ships for Indian Navy, Indian Coast Guard and for other customers including friendly foreign countries. GSL invites **Online Applications** from Indian citizens fulfilling the eligibility requirements, for filling up of the following **Non-Executive posts** purely on fixed term contract basis. Eligible & Interested candidates are required to apply online through our website www.goashipyard.in

A. DIRECT RECRUITMENT ON FIXED TERM CONTRACT BASIS - FOR A PERIOD OF 03 YEARS EXTENDABLE BY 02 YEARS.

Sr. No.	Name of the post	No. of Vacancies	Reservation	Consolidated pay per month (Rs.)			Upper age Limit as on 30.06.2025 (in years)
				1st year	2nd year	3rd year	
1	Junior Supervisor (Safety- Electrical)	01	UR-01	41400	43500	45700	UR/EWS-33
2	Junior Supervisor (Paint)	02	UR-01 OBC-01	41400	43500	45700	UR/EWS-33
3	Assistant Superintendent (Finance)	02	UR-02	41400	43500	45700	UR/EWS-33
4	Assistant Superintendent (Hindi Translator)	01	UR-01	41400	43500	45700	UR/EWS-33
5	Technical Assistant (Mechanical)	15	SC-01 ST-02 OBC-03 EWS-02 UR-06 PwBD(HH)-01	36300	38200	40200	UR/EWS-36
6	Technical Assistant (Electrical/Electronics)	10	ST-02 OBC-03 EWS-01 UR-04	36300	38200	40200	UR/EWS-36

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Sr. No.	Name of the post	No. of Vacancies	Reservation	Consolidated pay per month (Rs.)			Upper age Limit as on 30.06.2025 (in years)
7	Technical Assistant (Shipbuilding)	15	ST-02 OBC-02 EWS-01 UR-08 PwBD [VH(LV)]-01 PwBD [MH]-01	36300	38200	40200	UR/EWS-36
8	Nurse (Male)	01	UR-01	31200	32800	34500	UR/EWS-33
9	Office Assistant-clerical staff	12	SC-01 ST-02 OBC-02 EWS-02 UR-03 PwBD [VH(LV)]-01 PwBD(HH)-01	32600	34300	36100	UR/EWS-35
10	Office Assistant - clerical staff (Delhi Office)	02	UR-01 OBC-01	32600	34300	36100	UR/EWS-35
11	Office Assistant - (Finance/IA)	03	OBC-01 UR-02	29500	31000	32600	UR/EWS-33
12	Shipwright Fitter	04	OBC-01 ST-01 UR-02	28700	30200	31800	UR/EWS-33
13	Structural Fitter	10	ST-01 EWS-01 OBC-01 UR-07	28700	30200	31800	UR/EWS-33
14	Welder	08	ST-01 OBC-01 EWS-01 UR-04 PwBD[OH(OL)]-01	28700	30200	31800	UR/EWS-33
15	Machinist	04	OBC-01 UR-03	28700	30200	31800	UR/EWS-33
16	Safety Steward	04	OBC-01 UR-02 EWS-01	28700	30200	31800	UR/EWS-33
17	Painter	08	UR-05 ST-01 OBC-01 EWS-01	30100	31700	33300	UR/EWS-35

Note: Age relaxation for Ex-servicemen/EX - Agniveer and PwBD as per GOI guidelines. Further OBC(NCL) will get age relaxation of 3 years and 5 years for SC/ST over and above the upper age limit for UR/EWS candidates.

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B. DETAILS OF POSTS AND TERMS AND CONDITIONS

FIXED TERM EMPLOYMENT POSTS FOR A PERIOD OF 03 YEARS EXTENDABLE BY 02 YEARS:

1. **JUNIOR SUPERVISOR (SAFETY- ELECTRICAL) – 01 VACANCY (ON FIXED TERM BASIS)**

   Essential Educational Qualification: The candidate should possess minimum 03 years full time Diploma in Electrical Engineering and one year full time Diploma in Industrial Safety awarded by Board of Technical Education of any State Government / Union territory or CLI, RLI (Ministry of Labour)

   Essential Work Experience: The candidate should possess minimum 2 years post qualification relevant work experience in the supervisory capacity.

   Desirable: Adequate working knowledge of Konkani/Marathi along with Hindi & English.

2. **JUNIOR SUPERVISOR (PAINT) – 02 VACANCIES (ON FIXED TERM BASIS)**

   Essential Educational Qualification: The candidate should possess minimum 03 years full time Diploma in Mechanical Engineering from a recognized Institute/University

   Essential Work Experience: The candidate should possess minimum 2 years post qualification relevant work experience in the supervisory capacity in an industry and relevant supervisorial work experience in Painting function with exposure to paint specifications, QA of paint and test/trail methods, procedures.

   Desirable: Adequate working knowledge of Konkani/Marathi along with Hindi & English.

3. **ASSISTANT SUPERINTENDENT (FINANCE) – 02 VACANCIES (ON FIXED TERM BASIS)**

   Essential Educational Qualification: Graduate having passed Intermediate examination from the Institute of Chartered Accountants of India or Institute of Cost Accountants of India OR Full time MBA (Finance) /02 years PGDM (Finance)

   Essential Work Experience: The candidate should have minimum 02 years post qualification relevant work experience in Finance function.

   Desirable: Adequate working knowledge of Konkani/Marathi along with Hindi & English

4. **ASSISTANT SUPERINTENDENT (HINDI TRANSLATOR) – 01 VACANCY (ON FIXED TERM BASIS)**

   Essential Educational Qualification: Bachelor's degree in Hindi with English as one of the subject at degree level either as compulsory or optional from a

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recognized University/Institute with minimum 01 year diploma in Hindi translation from Hindi to English & vice-versa.

Essential Work Experience: The candidate should have minimum 2 years post qualification relevant work experience of translation from Hindi to English and vice versa.

Desirable: Master's degree of a recognized university in English/Hindi.

5. **TECHNICAL ASSISTANT (MECHANICAL) – 15 VACANCIES (ON FIXED TERM BASIS)**

Essential Educational Qualification: The candidate should possess minimum 03 years full time Diploma in Mechanical Engineering from a recognized Institute/University.

Essential Work Experience: The candidate should possess minimum 05 years of experience in the line.

Desirable: Ability to work on Auto CAD. Adequate working knowledge of Konkani/Marathi along with Hindi & English.

6. **TECHNICAL ASSISTANT (ELECTRICAL/ELECTRONICS) – 10 VACANCIES (ON FIXED TERM BASIS)**

Essential Educational Qualification: The candidate should possess minimum 03 years full time Diploma in Electrical/ Electronics Engineering from a recognized Institute/University.

Essential Work Experience: The candidate should possess minimum 05 years of experience in the line.

Desirable: Supervisory license issued by competent Authority i.e. Govt. Licensing Board Govt of Goa. Adequate working knowledge of Konkani/Marathi along with Hindi & English.

7. **TECHNICAL ASSISTANT (SHIPBUILDING) – 15 VACANCIES (ON FIXED TERM BASIS)**

Essential Educational Qualification: The candidate should possess minimum 03 years full time Diploma in Shipbuilding Engineering or Fabrication Technology & Erection Engineering from a recognized Institute/University.

Essential Work Experience: The candidate should possess minimum 05 years of experience in the line.

Desirable: Ability to work on Auto CAD. Adequate working knowledge of Konkani/Marathi along with Hindi & English

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8. **NURSE (MALE) – 01 VACANCY (ON FIXED TERM BASIS)**

   Essential Educational Qualification: B. Sc Nursing or Minimum 2 years full time Diploma Course in Nursing & Midwifery from recognized Institute / Board / University.

   Essential Work Experience: The candidate should have two years working experience in a hospital or Government / PSU medical centres.

   Desirable: Adequate working knowledge of Konkani/Marathi along with Hindi & English.

9. **OFFICE ASSISTANT (CLERICAL STAFF) – 12 VACANCIES (ON FIXED TERM BASIS)**

   Essential Educational Qualification: The candidate should possess Bachelor's Degree in any discipline with 01 year certificate course in computer applications (in case of Bachelor's degree in Computer/IT, separate certificate in computer applications is not required).

   Essential Work Experience: The candidate should possess minimum 03 years experience in clerical work.

   Desirable: Adequate working knowledge of Konkani/Marathi along with Hindi & English

10. **OFFICE ASSISTANT (CLERICAL STAFF) – (DELHI OFFICE) – 02 VACANCIES (ON FIXED TERM BASIS)**

    Essential Educational Qualification: The candidate should possess Bachelor's Degree in any discipline with 01 year certificate course in computer applications (in case of Bachelor's degree in Computer/IT, separate certificate in computer applications is not required).

    Essential Work Experience: The candidate should possess minimum 03 years experience in clerical work.

    Desirable: Adequate working knowledge of Hindi & English

11. **OFFICE ASSISTANT (FINANCE/INTERNAL AUDIT) – 03 VACANCIES (ON FIXED TERM BASIS)**

    Essential Educational Qualification: The candidate should possess Degree in Commerce with certificate course in computer applications.

    Essential Work Experience: The candidate should possess minimum 01 year experience in the line.

    Desirable: Adequate working knowledge of Konkani/Marathi along with Hindi & English.

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12. **SHIPWRIGHT FITTER - 04 VACANCIES (ON FIXED TERM BASIS)**

Essential Educational Qualification: The applicant should possess SSC with Training Certificate from Deck / Engine department.

Essential Work Experience: The candidate should possess minimum 02 years experience in the line.

Desirable: Adequate working knowledge of Konkani/Marathi along with Hindi & English.

13. **STRUCTURAL FITTER- 10 VACANCIES (ON FIXED TERM BASIS)**

Essential Educational Qualification: The candidate should possess ITI & NCTVT (National Apprenticeship Certificate) in Structural Fitter / Fitter / Fitter General / Sheet Metal Worker trade.

Essential Work Experience: The candidate should possess minimum 02 years experience in the line.

Desirable: Preference will be given to those candidates who have undergone National Apprenticeship Certificate (NAC) in Shipbuilding Industry or have relevant work experience in Public Sector / Private Shipyards/ Naval Workshops. Adequate working knowledge of Konkani/Marathi along with Hindi & English.

14. **WELDER – 08 VACANCIES (ON FIXED TERM BASIS)**

Essential Educational Qualification: The candidate should possess ITI in the trade of Welder.

Essential Work Experience: The candidate should possess minimum 02 years experience in the line.

Desirable: Preference will be given to those candidates who have undergone National Apprenticeship Certificate (NAC) in Shipbuilding Industry or have relevant work experience in Public Sector / Private Shipyards/ Naval Workshops. Adequate working knowledge of Konkani/Marathi along with Hindi & English.

15. **MACHINIST- 04 VACANCIES (ON FIXED TERM BASIS)**

Essential Educational Qualification: The candidate should possess ITI in the trade of Machinist.

Essential Work Experience: The candidate should possess minimum 02 years experience in the line.

Desirable: Preference will be given to those candidates who have undergone National Apprenticeship Certificate (NAC) in Shipbuilding Industry or have relevant work experience in Public Sector / Private Shipyards/ Naval Workshops. Adequate working knowledge of Konkani/Marathi along with Hindi & English.

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16. **SAFETY STEWARD - 04 VACANCIES (ON FIXED TERM BASIS)**

Essential Educational Qualification: The candidate should possess SSC and one year diploma in Industrial safety/ fire & safety/ Safety management from recognized institute

Essential Work Experience: Minimum 02 years of experience in the line.

Desirable: Adequate working knowledge of Konkani/Marathi along with Hindi & English.

17. **PAINTER – 08 VACANCIES (ON FIXED TERM BASIS)**

Essential Educational Qualification: The candidate should possess minimum SSC qualification.

Essential Work Experience: The candidate should possess minimum 04 years experience in the line.

Desirable: The candidate with ITI in painting and experience in various types of blasting and spray painting will be preferable. Candidates having experience as painter in Shipbuilding or Heavy Engineering Industry will be preferred. Adequate working knowledge of Konkani/Marathi along with Hindi & English.

C. ADDITIONAL NOTE FOR EDUCATIONAL QUALIFICATION

i. GROUPING OF DISCIPLINES:

Mechanical	Mechanical / Mechanical & Industrial Engineering / Mechanical & Production Engineering / Marine Engineering
Electrical	Electrical / Electrical & Electronics / Electrical & Instrumentation
Electronics	Electronics/ Electronics & Communication/ Applied Electronics & Instrumentation/Electronics & Telecommunication/Electronics & Instrumentation/Instrumentation & Control.

ii. For Technical Assistant post, diploma in respective engineering field is essential requirement. Candidates who have done B.E./B.Tech and do not posses Diploma will not be considered.

D. RESERVATIONS:

i. Candidates from reserved category fulfilling eligibility criteria may also apply for the posts earmarked for UR as per Govt. Rules. Such 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.

ii. Candidates from reserved category will have to submit caste certificate, in the Prescribed proforma meant for “Appointment to posts under the Government of India” from the designated authority indicating clearly the candidate’s caste, the

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Act/Order under which the caste is recognized as SC/ST/OBC (NCL) and the Village/Town the candidate is ordinarily a resident of. The OBC (NCL) certificate should not be more than 06 months old at the time of joining.

iii. Reservation to Economically Weaker Sections (EWS) is governed by Office Memorandum No. 36039/1/2019-Estt(Res) dated 31.1.19 of Department of Personnel & Training, Ministry of Personnel, Public Grievance & Pensions, Government of India; In respect of Candidates belonging to EWS Category, the Income and Asset Certificate issued by the designated authority shall be valid for the Financial Year 2024-25.

iv. The candidates under PwBD category will have to submit the disability certificate from the designated authority as stipulated in Rights of Persons with Disabilities Act, 2016 indicating clearly the percentage of disability.

v. If the SC/ST/OBC (NCL)/PwBD certificate has been issued in a language other than English/Hindi, the candidates will be required to submit a self-certified translated copy of the same either in English or Hindi. GSL reserves the right to verify the genuineness of the certificate and in case it is found to be false penal action will be taken against such candidates as per rules of GSL and Government guidelines as applicable.

vi. Ex-Servicemen/Ex-Agniveer can also apply against the advertised posts subject to fulfilling the eligibility criteria. Their candidature will be considered as per Government guidelines in vogue.

vii. Concessions & relaxations will be granted to PwBD candidates applying against the said posts. Their candidature will be considered as per Government guidelines in vogue.

E. AGE CRITERIA & RELAXATION:

The upper age limit for eligibility against the post has been specified at para A for General & EWS Candidates. Age relaxation as follows shall be applicable:

i. Relaxation in age will be granted to SC/ST/OBC/Ex-Servicemen/Agniveer and PwBD candidates as per existing Government guidelines and as amended from time to time.

ii. Internal candidates (as defined under para H [9]) will get age relaxation as per GSL rules.

iii. However, as on cut-off date, the maximum age after all age relaxations should not be more than 56 years.

F. CRITERIA FOR SELECTION:

i. The selection process shall consist of written test, Document Verification and Skill/Trade test.

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ii. The written test may be conducted through Computer based Test (CBT) or Pen Paper based Test (PBT). Written Test, will normally consist of 25% General Aptitude and 75% subject/trade related questions.

iii. **Selection Parameters (Weightage & minimum qualifying marks):**

Posts	Written test weightage	Skill test* weight age	Minimum Qualifying Marks Written test & Skill test	
			General / EWS	SC / ST / PwBD/OBC#
Sl.No.1 to 4	50%	50%	40%	35%
Sl.No. 5 to 11	40%	60%	40%	35%
Sl.No. 12 to 17	30%	70%	40%	35%

** Internal FTE / Advance trainees will be eligible for weightage in Skill test as per GSL rules.*
 # where the post is reserved for respective *category*

G. PLACE OF POSTING

The posting shall be at GSL / any other GSL units / project sites/offices as desired by GSL. However, depending upon project requirements, the candidates are liable to be transferred within different units of GSL. The appointment to the post carries with it the obligation to serve in any department of GSL or on-board ships or in any of the units / work sites/ projects undertaken in any part of India or abroad as the case may be.

H. GENERAL CONDITIONS:

1) The engagement made on Fixed Term Contract Employment basis would normally be for a period of 3 years extendable by another 2 years (one year or part thereof at a time) depending on the requirement of the Company. The services will stand automatically terminated (unless extended) at the end of the Fixed Term Employment period without assigning any notice. In no case, the total fixed term employment period in GSL including extension shall exceed total 5 years.

2) Candidates have to clearly declare the complete experience while filling the online application from initial appointment to the cut off date.

3) Advance Trainee experience after Apprenticeship will be considered as part of experience for the Non-Executive FTE posts.

4) The candidates may note that the applications are to be made only through online application system as per the instructions given. Applications made in any other manner shall not be considered and shall be summarily rejected. Management will not be responsible for any application which is not received through online system.

5) An **application fee of ₹ 200/- (Non-Refundable)** is to be paid online through SBI e-pay (by Debit card/ Credit card/ Net Banking, etc.). Application without prescribed fees shall be liable for rejection. SC/ST/PwBD/Ex-Servicemen

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candidates are exempted from payment of application fee, as per Government of India rules. No fee is required to be paid by internal candidates who apply for the said posts.

6) Application fee is non-refundable; therefore candidates are requested to verify their eligibility thoroughly before making any payment. The candidature of applicants submitting fee of lesser amount or depositing fee through any other mode other than the prescribed method, will be rejected. The application fee paid by the ineligible candidates shall be forfeited and no correspondence shall be entertained in this regard.

7) Management reserves the right to fill or not to fill the posts and also to fill up future vacancies, if any from the valid panel of selected candidates as per the rules of the company. At the sole discretion of GSL Management the number of vacancies notified may be increased or reduced.

8) Mere fulfilment of qualifications and other requirements as laid down does not entitle a candidate to be called for selection process as applicable for the respective posts in accordance to the GSL rules.

9) Internal candidates will get additional relaxation for age and weightage in Skill test as per GSL Rules. Internal Candidate means and includes the following:

   i. Candidate who has completed Apprenticeship training in GSL. However, candidate who is undergoing/partially completed Apprenticeship training shall not be considered as Internal Candidate.
   ii. Candidate who has completed 02 years of Advance Training in GSL after Apprenticeship. However, candidate who is undergoing/ partially completed Advance Training shall not be eligible for benefits of age relaxation & weightage applicable for completed period of Advance trainees.
   iii. Candidates who are presently working in GSL on Fixed Term Employment basis / Regular basis.
   iv. Candidates who have previously worked/engaged in GSL as Apprentice/ FTE / Regular basis and separated from GSL within 03 years from the cut-off date of advertisement.

10) The FTE employees will be entitled for monthly consolidated pay as defined at para (A). All applicable statutory deductions like PF, ESI, Income tax, etc will be made from the consolidated pay and balance amount after these deductions will be paid on monthly basis. Apart from the consolidated pay the FTE employees will be entitled for Medical benefits, Canteen, welfare facilities, Group Personal Accident Insurance (GPAI) policy, etc as per GSL rules.

11) GSL shall not bear any liability on account of salary/leave salary/gratuity/pension contribution, pay protection, etc, if any of previous employment of any candidate already working in Government/Public Sector Undertakings. This is purely a contractual engagement for fixed term basis.

12) There will be no transfer of service benefits from previous employment to GSL or pay protection, in view of the same NOC will not be mandatory for the candidates who apply against FTE advt. However, incase of selection, proper relieving letter should be produced by the candidate before joining.

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13) Management reserves the right to transfer any selected candidate in any position as per requirement of Company, irrespective of position he has been originally selected for.

14) Outstation candidates who clear the written test and qualify for the Skill/Trade Test after Document verification will be paid to and fro 2nd sleeper class rail fare by shortest route from their nearest railway station (as registered by them in the Online Application System) to Goa Shipyard Limited only on production of proof of journey (Hard copy of Tickets) as per rules of the Company. However, SC/ST candidates on being eligible for the written test and on appearing for written test will be reimbursed to and fro 2nd sleeper class rail fare by shortest route from their nearest railway station to GSL only on production of proof of journey (Hard copy of Tickets) as per rules of the Company.

15) Payment of TA shall be made through ECS mode after completion of the selection process only and candidates are expected to bring necessary documents like ECS form, bank pass book copy or cancelled cheque, in case travelling by flight document of equivalent train fare for journey. Application format along with ECS form is available on our website under the heading **"Notice Board - Careers - Advertisement".**

16) Candidates having "Wait Listed" tickets for Rail journey are NOT entitled for TA Reimbursement.

17) The candidates applying for more than one post must apply separately for each post.

18) The Government directives on reservation for SC/ST/OBC/EWS/PWD/Ex-servicemen will be strictly followed.

19) Interim enquiries will not be entertained.

20) Canvassing in any form may lead to disqualification of candidature.

21) Management reserves the right to call for any additional documentary evidence in support of qualification, experience, etc. of the applicants.

22) 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 incurred for attending the Skill / Trade Test will be made. Hence, candidate must ensure that he/she is absolutely meeting the eligibility criteria and other conditions advertised without any deviation.

23) Merely calling of the candidates for the written test /skill test does not confer any right that the candidate fulfils the eligibility criteria mentioned in the Advertisement.

24) Management reserves the right to raise the eligibility criteria for short listing the applications. Management further reserves the right to decide the criteria for screening of applications and internal rules and regulations and / or the procedures as per the past practice will be followed.

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25) Management reserves the right to reject the candidature if it is found that false or fabricated information is furnished in the application. The candidate is also liable to be terminated on the basis of false /fabricated information even after his/her selection.

26) Applications received without following the online process will not be entertained. Only ONLINE applications received through GSL recruitment portal will be considered. Applications received without following the online process or through any other mode will not be entertained.

27) Management reserves the right to cancel the advertisement and/or the selection process there under without assigning any reason.

28) Corrigendum, if any, will be uploaded on our website only. Candidates are requested to check our website regularly under the heading "Notice Board - Careers - Advertisement".

29) Call letters for selection process will be sent only through E-mail to shortlisted candidates' registered Email ID. The candidates are requested to login to their E-mail Id and check regularly.

30) Information regarding names of shortlisted candidates, date of written test, names / roll number of selected candidates etc. will be hosted on the website under the heading **"Notice Board - Careers - Advertisement"** for which the candidates are requested to visit our website regularly.

31) Management will not be responsible for non receipt of email and loss of their E-mail ID and password.

32) Upper age limit and experience will be considered as on **30.06.2025**.

33) In the event of finding difficulty to apply online you may contact us through Email: recruitment@goashipyard.com

34) Applications received contrary to instructions given shall be rejected.

35) For any dispute, the Jurisdiction shall be Goa only.

I. INSTRUCTIONS FOR APPLYING ONLINE

Visit our website www.goashipyard.in and under the link Notice Board- 'careers' click the link 'GSL Careers'. Click on 'Apply Now' button and select the post you wish to apply for. You are advised to go through the eligibility criteria and the Terms and Conditions of the advertisement before applying online.

Please keep scanned copy (preferably JPG/PDF format) of the following documents before proceeding to fill up the Online Application:

- Passport size color Photograph with light background (preferably white) without any obstacle covering/obstructing the face and eyes. Size of the file should be below 450 kb.

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- Candidate's signature should be on a plain white paper with black ink. The signature should not be digitalized. It should be scanned copy of your own signature on paper with pen. Size of the file should be below 450 kb.
- Scanned copy of SSC certificate as proof of date of Birth not more than 500 kb in size.
- Scanned copy of Educational qualification marksheet & degree not more than 1 Mb.
- Scanned copy of Caste / Disability certificate/ Ex-Serviceman certificate not more than 500 kb.
- Scanned copy of experience certificates not more than 1 Mb.
- Scanned copy of Aadhar Card not more than 500 kb

J. INSTRUCTIONS FOR ONLINE PAYMENT

- After completion of Personal information in online application form the candidates have to fill the Payment details and make the online payment of application fees.

- An **application fee of ₹ 200/- (Non-Refundable)** is to be paid online through SBI e-pay (by debit card/ credit card/ net banking etc.). Application without prescribed fees shall be liable for rejection. SC/ST/PwBD/Ex-Servicemen candidates are exempted from payment of application fee, as per Government of India rules. No fee is required to be paid by internal candidates who apply for the said posts.

- After submitting your payment information in the online application form, please wait for the intimation from the server. Do not press back or refresh button in order to avoid double charges

- On successful completion of the transaction, "Fee receipt" would be generated. Candidates have to download and take print of fee receipt.

- Non-generation of 'Fee Receipt' indicates PAYMENT FAILURE. In case of failure of payment, candidates are adviced to login again and repeat the process payment.

K. OTHER INFORMATION FOR CANDIDATES WITH REGARD TO ONLINE APPLICATION:

i. After completing the Online application, the candidate will not be allowed to edit his application details.

ii. After completion of online application form, the candidates are required to mandatorily take print out of auto generated filled in Application Form as the same is required to be produced for subsequent Selection Process.

iii. **Online Application opens from 00.00 hrs on 12.07.2025 and closes at 17.00 hrs on 11.08.2025**.