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माझगांव डॉक शिपबिल्डर्स लिमिटेड

(भारत सरकार का उपक्रम)

MAZAGON DOCK SHIPBUILDERS LIMITED

(A Government of India Undertaking)
Dockyard Road, Mumbai – 400 010
Contact No. : 022-23764123/ 4140/4125/4177
CIN No. U35100MH1934GOI002079

कर्मचारी पद में तीन वर्षो की अवधि के लिए अनुबंध आधार पर नियुक्ति के हेतु भर्ती यह अवधि अतिरिक्त 01+01 वर्ष के लिए बढ़ाई जा सकती है

RECRUITMENT OF NON-EXECUTIVES ON FIX TERM CONTRACT BASIS FOR THE PERIOD OF 03 YRS & WHICH MAY BE EXTEND BY MAXIMUM 01 YR+ 01 YR

विज्ञापन संदर्भ क्र.: एमडीएल/एचआर-भर्ती-न इ/93/2021

Advertisement Ref. No.: MDL/HR-REC-NE/93/2021

Mazagon Dock Shipbuilders Limited (MDL) is India's leading Shipbuilding Company with ISO 9001:2015 accreditation. It is a profit-making Central Government Schedule 'A' PSU under the Ministry of Defence, Department of Defence Production, engaged primarily in the building of Warships and Submarines
for the Indian Navy. MDL has a consistent growth, both in physical as well as financial parameters and has an ambitious growth plan. The present turnover is approximately ₹4,400 Cr. which is projected to be higher in the coming years. MDL has employee strength of around 9,000.

2. Applications are invited from **Indian Nationals** for the following:
Eligible & interested candidates are required to apply online.
(Online Application opens from **11 Jun '21** and closes on **04 Jul '21**):

Sr. No	Trades	Current Vacancies					Backlog Vacancies			
		SC	ST	OBC	EWS	UR	SC	ST	OBC	Total
	Skilled ID-I									
1	AC. Ref. Mechanic	01	00	00	01	03	00	00	00	05
2	Compressor Attendant	00	00	00	00	02	00	02	01	05
3	Carpenter	07	01	21	09	39	01	03	00	81
4	Chipper Grinder	00	00	00	00	02	02	07	02	13
5	Composite Welders	09	11	31	13	68	00	00	00	132
6	Diesel Crane Operator	00	01	01	01	02	00	00	00	05
7	Diesel Cum Motor Mechanic	00	00	01	01	02	00	00	00	04
8	Jr. Draughtsman (52-Mechanical & 02-Civil)	05	04	13	05	27	00	00	00	54
9	Electrician	20	16	47	20	101	00	00	00	204
10	Electronic Mechanic	03	01	08	06	34	01	00	02	55
11	Fitter	10	11	25	11	62	00	00	00	119

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12	Jr. Q C Inspector (Mechanical)	00	01	01	01	10	00	00	00	13
13	Gas Cutter	04	02	09	03	20	00	00	00	38
14	Machinist	03	03	06	03	13	00	00	00	28
15	Millwright Mechanic	00	01	02	01	06	00	00	00	10
16	Painter	06	09	21	10	50	02	00	02	100
17	Pipe Fitter	12	13	32	14	69	00	00	00	140
18	Rigger	08	0	16	08	32	00	24	00	88
19	Structural Fabricator	10	05	26	11	73	00	00	00	125
20	Store Keeper	00	00	02	01	06	00	00	01	10
21	Utility Hand	01	00	01	00	03	02	01	06	14
22	Planner Estimator (04 Mechanical & 04 Electrical)	01	00	00	00	02	00	01	04	08
23	Paramedics	00	00	00	00	02	00	00	00	02
	Semi-Skilled ID-II									
24	Utility Hand	12	14	30	13	66	00	00	00	135
	Total	**112**	**93**	**293**	**132**	**694**	**08**	**38**	**18**	**1388**

Note: *No. of vacancies are indicative and may increase / decrease depending on the organizational requirement. Upper age limit is mentioned for candidates belonging to "General" Category. Age Relaxation is applicable to ST/OBC/PWD/Ex-Servicemen candidates as per Govt. Guidelines (Refer clause 5 of the advertisement regarding age relaxation.). Above Posts include 56 vacancies reserved for PWD candidates except for the post of Diesel Crane Operator. The details of which are given in table below:* ***The reservation for ex- servicemen (including dependents of those killed in action) for the posts advertised will be given as per government rules and on horizontal/ interlocking basis.***

Sr No	Type of Disability	Vacancies Reserved
a	Blindness and low vision	14
b	Deaf and hard of hearing	14
c	Locomotors disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy	14
d	Autism, intellectual disability, specific learning disability and mental illness;	14
e	Multiple disabilities from amongst persons under clauses (a) to (d) including deaf-blindness in the posts identified for each disabilities	

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3. Qualifying Requirements

Sr. No.	Trade	Essential Qualifications & Experience
1	**AC. Ref. Mechanic**	Passed SSC or equivalent examination conducted by a Board recognised by the Government and National Apprenticeship Certificate Examination passed in the trade of "**Refrigeration and Air Conditioning**" /**Mechanic Refrigeration & Air Conditioning/ Mechanic (Central Air Conditioning Plant, Industrial cooling and Package Air conditioning)/ Mechanic (Cold storage, Ice plant and Ice candy plant).**
2	**Compressor Attendant*** **	Compressor Attendant is not a designated trade under Apprenticeship Act. The candidates who have passed SSC & NAC in Millwright Mechanic or Mechanic Machine Tool Maintenance and worked in MDL/ Shipbuilding Industry as a Compressor Attendant for minimum one year may apply for the post of Compressor Attendant. However, the experience certificate should be certified by their Personnel Dept.
3	**Carpenter**	Passed VIII std and the National Apprenticeship Certificate Examination passed in the trade of **"Carpenter/ Shipwright (wood).**
4	**Chipper Grinder***	Chipper Grinder trade is not a designated trade under Apprenticeship Act. Candidates who have passed SSC and NAC in any trade and have worked in Shipbuilding industry as Chipper Grinder for minimum period of one year may apply for the said post directly. However, the experience certificate should be certified by the Personnel Dept.
5	**Composite Welders**	Passed VIII std and the National Apprenticeship Certificate examination passed in the trade of **"Welder / Welder (G&E) /TIG & MIG Welder/Structural Welder/Welder (Pipe and Pressure Vessels)/ Advance Welder/Gas Cutter**
6	**Diesel Crane Operator*** **	Diesel Crane Operator is not a designated trade under Apprenticeship Act. The candidate who have passed SSC or equivalent examination conducted by a Board recognised by the Government and the National Apprenticeship Certificate Examination in the trade of "Diesel Mechanic" with valid Heavy Vehicle Driving Licence and having one-year experience in MDL/ Ship-building industry as Diesel Crane Operator. However, the experience certificate should be certified by their Personnel Dept.
7	**Diesel Cum Motor Mechanic***	Passed SSC & the National Apprenticeship Certificate Examination passed in "**Diesel Mechanic/Motor Vehicle Mechanic/ Mechanic Diesel/ Mechanic (Marine Diesel)**
8	**Jr. Draughtsman (Mechanical)**	Must have passed SSC or equivalent examination conducted by a Board recognised by the Govt. and must have passed the "National Apprenticeship Certificate Examination in the Trade of 'Draughtsman' in **Mechanical Stream** conducted by NCVT of the Directorate General of Employment & Training, Ministry of Labour, Govt. of India.
	Jr. Draughtsman (Civil)	Must have passed SSC or equivalent examination conducted by a Board recognised by the Govt. and must have passed the "National Apprenticeship Certificate Examination in the Trade of 'Draughtsman' in **Civil Stream** conducted by NCVT of the Directorate General of Employment & Training, Ministry of Labour, Govt. of India.
9	**Electrician****	Passed SSC or equivalent examination conducted by a Board recognised by the Government and the National Apprenticeship Certificate Examination passed in the trade of **"Electrician".**

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10	**Electronic Mechanic**	Passed SSC or equivalent examination conducted by a Board recognised by the Government and National Apprenticeship Certificate Examination passed in the trade of **"Electronic Mechanic/ Electronics Mechanic/Mechanic Radio and Radar Aircraft / Mechanic Television (Video)/ Mechanic cum- Operator Electronics Communication system/ Mechanic Communication Equipment Maintenance / Mechanic Radio & TV.**
11	**Fitter***	Passed SSC or equivalent examination conducted by a Board recognised by the Government and must have passed the "National Apprenticeship Certificate Examination" in the trade of **"Fitter / Marine Engineer Fitter / Shipwright (Steel).** The candidate who have worked in MDL/Shipbuilding industry as a Fitter for minimum one year but undergone Apprentice Training in any other trade can apply for the post of Fitter directly.
12	**Jr. Q C Inspector (Mechanical)**	Must have passed SSC with full time three years Diploma in Mechanical/ Shipbuilding or Marine Engineering in Examination conducted by Govt.of India recognised Technical Board.
13	**Gas Cutter**	Passed SSC or equivalent examination conducted by a Board recognised by the Government and National Apprenticeship Certificate Examination passed in the trade of **"Structural Fitter / Fabricator/ Composite Welder"**.
14	**Machinist**	Passed SSC or equivalent examination conducted by a Board recognised by the Government and National Apprenticeship Certificate Examination passed in the trade of **"Machinist/ Machinist (Grinder)**
15	**Millwright Mechanic**	SSC or equivalent with National Apprenticeship Certificate Examination passed in the trade of **"Millwright Mechanic / Mechanic Machine Tool Maintenance".**
16	**Painter**	Passed VIII std and the National Apprenticeship Certificate Examination passed in the trade of **"Painter/ Marine Painter".**
17	**Pipe Fitter***	Passed SSC or equivalent examination conducted by a Board recognised by the Government and the National Apprenticeship Certificate Examination passed in the trade of **"Pipe Fitter"** or Passed SSC or equivalent examination conducted by a Board recognised by the Government and National Apprenticeship Certificate Examination passed in the trade of "Plumber" and having one-year experience in MDL/Ship-building industry as a Plumber may apply for the Post of Pipe fitter directly. However, the experience certificate should be certified by their Personnel Dept.
18	**Rigger***	Passed VIII std and the National Apprenticeship Certificate Examination passed in the trade of **"Rigger".**
19	**Structural Fabricator***	Passed SSC or equivalent examination conducted by a Board recognised by the Government and National Apprenticeship Certificate Examination passed in the trade of **"Structural Fitter / Fabricator"**.
20	**Store Keeper**	Must have passed SSC / HSC with full time three years Engineering Diploma in **Mechanical, Electrical, Electronics, Electronics Shipbuilding & Telecommunication, Instrumentation, Computer engineering** .Additional qualification in Material Management & Knowledge of Computer will be Preferred.
21	**Utility Hand(Skilled)***	Utility Hand (Skilled) will be selected from **Fitter Trade** only and will be imparted 2 months training in operation of Gas /Welding Plant/Oxy Acetylene equipment, etc.
22	**Planner Estimator**	Must have passed SSC / HSC with full time three years

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	(Mechanical): 04 Nos	Diploma or full time Degree with pass class in Mechanical /Shipbuilding or Marine Engineering in Examination conducted by Govt. recognised Technical Board / University.
	Planner Estimator (Electrical) : 04 Nos	Must have passed SSC / HSC with full time three years Diploma or full time Degree with pass class in Electrical /Electronic or Marine Engineering in Examination conducted by Govt. recognised Technical Board / University.
23	**Paramedics**	Passed Diploma/ Degree in Nursing of 3 years' duration after 12th Std done at Govt. or Govt recognized University/Institute & basic life support and Advance Cardiac life support certification of American Heart Association or equivalent. Preference will be given to candidates who have experience of working in Govt./ Pvt Hospital with minimum 100 bed hospital/Industrial (OHS) set up and qualified in handling alone industrial emergencies / accidents / injuries / illnesses and specialized in advanced life support care & able to read ECG monitors and do intervention procedures. Only male candidates to apply. The experience certificate should be issued by the Personnel / HR department.
24	**Utility Hand (Semi-Skilled)**	Utility Hand is not a designated trade under the Apprenticeship Act. Candidates who have passed SSC with NAC in any trade and have worked in Shipbuilding industry as Utility Hand for minimum period of one year may apply for the said post. However, the experience certificate should be certified by their Personnel Dept.

For all the above posts except Paramedics & Jr Draughtsman (Civil) candidates should have minimum one-year experience in Shipbuilding Industry. However, the experience should be certified by the Personnel Dept where the candidate is working. Candidates who have worked through a contractor in Shipbuilding industry will not be considered eligible for the above post.

The candidates who have worked for any of the above posts in MDL/Shipbuilding Industry for minimum one year having passed National Apprenticeship Certificate / Diploma in different trades will be considered eligible for that particular post.

For the above posts where the basic qualifying criteria is Diploma / Degree in Engineering, the candidates who have passed in the below mentioned Branches of Engineering will also be eligible to apply for the above posts.

For the above posts where the basic qualifying criteria is National Apprenticeship Certificate, the candidates who have passed National Apprenticeship Certificate in following Trades will also be eligible to apply for the above posts.

Grouping of Disciplines in Engineering	
Discipline	**Grouping of Branches of Engineering**
Mechanical	Mechanical/ Mechanical & Industrial Engineering/ Mechanical & Production Engineering/ Production Engineering/ Production Engineering & Management/ Production & Industrial Engineering.
Electronics	Electronics/ Electronics & Communications/ Applied Electronics & Instrumentation
Electrical	Electrical/ Electrical & Electronics/ Electrical & Instrumentation
Computer/ IT	Computer/ Information Technology/ Computer Technology/ Master in Computer Application
Civil	Civil/ Civil & Structural/ Structural

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Grouping of Trades in Apprenticeship	
Post	Grouping of Trades of Apprenticeship
Machinist	Machinist/ Machinist (Grinder)
Composite Welder	Welder (G&E)/ TIG/MIG Welder/Structural Welder/Welder (Pipe and Pressure Vessels)/ Advance Welder/Gas Cutter
Millwright Mechanic	Mechanic Machine Tool Maintenance / Millwright Mechanic
AC Mechanic	Mechanic Refrigeration & Air Conditioning/ Mechanic (Central Air conditioning Plant, Industrial cooling and Package Air conditioning)/ Mechanic (Cold storage, Ice plant and Ice candy plant)
Diesel Mechanic	Mechanic Diesel/ Mechanic (Marine Diesel)
Fitter	Fitter / Marine Engineer Fitter / Shipwright (Steel)
Carpenter	Carpenter / Shipwright (wood)
Electronic Mechanic	Electronics Mechanic/Mechanic Radio and Radar Aircraft / Mechanic Television (Video)/ Mechanic cum- Operator Electronics Communication system/ Mechanic Communication Equipment Maintenance / Mechanic Radio & TV
Painter	Painter (General) / Painter (Marine)/

4. **Desired Experience**: Work experience in the relevant trade/function in a Shipbuilding industry for minimum one year duly certified by their Personnel Department is desirable. The candidates having such experience will be given upto 20 marks based on relevant experience in Ship Building Industry.

The experience marks would be granted in the following manner:

No of years of Experience in Shipbuilding as on 01 Aug '19	**Marks**
More than 1 yr upto 2 yrs	Ten
More than 2 yr upto 3 yrs	Twelve
More than 3 yr upto 4 yrs	Fourteen
More than 4 yr upto 5 yrs	Sixteen
More than 5 yr upto 6 yrs	Eighteen
More than 6 yr	Twenty

The shipbuilding marks will be applicable for all the above posts excluding Paramedics and Jr. Draughtsman-Civil. In case of Paramedics and Jr. Draughtsman-Civil the Online Exam will be of 50 marks and remaining 50 marks will be for Skill Test.

5. Emoluments

The candidate selected for the posts shall be placed in the following pay scale.

Grade	Pay Scale (₹)
Skilled Gr-I (IDA-V)	17000- 64360
Semi-Skilled Gr-I (IDA-II)	13200-49910

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Besides the basic pay, they will be entitled to industrial DA, HRA, CPF & allowances etc. as per rules of the Company. Grant of annual increment will be as per Company rules. The selected candidates will be governed by the ESIC Act for the purpose of medical benefits. However, in case the operatives are exempted from the ESIS coverage due to enhancement of wages, they will be covered under the Company's medical benefit scheme for the employees and their eligible family members.

6. Age Limit:

Maximum age limit is **38 years** and minimum age limit not less than **18 years** as on **01 Jun '21.**

Age Relaxation

i) Relaxation in upper age limit is 3 years for OBC (NCL) and 5 years for SC/ST candidates as per rules.
ii) Relaxation in upper age limit for persons with disability (40% and above) 10 years for General candidates, 13 years for OBC candidates and 15 years for SC/ST candidates as per Govt. Rules.
iii) Ex. Employees who have worked in MDL on Fix Term contract basis shall get age relaxation of 5 years over and above the other relaxations at 4(i) to 4(ii).
iv) Ex-servicemen who have put in not less than 6 months' continuous service in the Armed forces of the Union will be given relaxation in age to the extent of period of service plus 3 years.

7. Period of Contract: The contract for all the above categories will be for period of 03 years further extendable by 01yr+01yr based on requirement.

8. Description of Duties are as under:

Required to work on Shipbuilding Project 12651 Hull Fabrication Work, Project 12704 & 12705 outfitting Work & other associated work related to the project.

The selected Candidates are required to work on production related job / outfitting work as per the Production Norms and Multi Trade policies in force in the Company including the job specifications incorporated in these policies and amended from time to time.

9. Selection Process

a. The candidates will be called for "Written Test" based on the information provided by them Online. The Detailed scrutiny of documents of the candidates shortlisted will be done at the time of Trade Test.

b. Based on the performance of Written Test & Experience marks the candidates would be called for Trade Test. The final merit list would be prepared based on combine marks of Online Written Test, Experience & Trade Test.
c. However, depending upon the number of candidates who have applied for the above posts, Management may decide to do away with Written Test and select candidates based on Experience & Trade Test.
d. The marking pattern would be as under:

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Selection Criteria	Weightage	In case no Shipbuilding Experience requirement
Written Test	30 %	50 %
Experience in Shipbuilding Industry	20%	---
Trade Test	50%	50%

10. Verification of Original Documents

In case the candidate is called for Trade Test, he/she has to bring the *downloaded application form and all Original Documents along with one Separate Set of Photo Copy duly Self Attested in the order as mentioned below on the date and the time they are called for Trade Test.* ***Candidates who are not shortlisted for the Trade Test need not send the copy of their Application Form.***

The candidature of all candidates will be provisional and all the required documents will be checked at the time of Trade Test.

However, this list is not exhaustive and candidate may be required to produce other relevant documents on case to case basis in support of his/ her candidature. Non-production of original documents will debar the candidate from appearing for the Trade/ Skill Test.

I. Print Out of Application Form

II. Online Payment receipt

III. Document in support of Date of Birth (DOB) proof:

a) Xth Std. Passing Certificate indicating DOB OR
b) School Leaving Certificate OR
c) Birth Certificate

IV. Qualifications

a) Xth & XII Std. Marksheet & Certificate
b) Marksheets of relevant qualification (all semester / year wise) indicating date of declaration of result.
c) Final Certificate of relevant qualification.
d) Provisional Certificate (in case Final Certificate is not available).

V. **Experience**

Past Employment:

a) Experience letter indicating the date of joining as well as date of relieving.

Current Employment:

a) Proof of date of joining – Appointment letter issued after joining.
b) Identity Card issued by current employer.
c) Latest Pay Slip

Or

d) Experience letter

Note: *Please note that Post Qualification Experience in the relevant discipline from the date of passing mentioned in the mark sheet will be considered.*

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VI. **Eligibility criteria for candidates working in Govt./PSU.**

a) Candidates working in MDL

Internal candidates who are completing their period of contract till **31 Dec'21** will only be considered eligible. Internal candidates who are meeting the qualifying requirements may apply for Higher Grades irrespective of the date of completion of their contractual period.

b) Candidates working in Govt./ PSU

The applicants shall have to produce No Objection Certificate (NOC) / Forwarding Letter from the employer: failing which the candidate shall not be allowed to appear for the Written/ Skill/ Trade Test.

c) Caste Certificates: SC/ST/EWS/OBC (NCL) candidates must produce caste certificates, as per the format prescribed by the Government of India.

OBC candidates, who belong to Creamy Layer, are not entitled to concession admissible to OBC category.

Candidates please note that requests for change of Category in the application form once submitted will not be entertained.

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

VIII. Candidates from Armed Forces need to submit certificate/letter of Competent Authority stating the last date of Service for availing the Age Relaxation applicable to Ex-Servicemen. **Document clearly mentioning Date of release from Armed Forces is a mandatory requirement if Age is exceeding as on 01 Jun '21**

IX. Valid ID Proof: PAN Card & Aadhar Card

11. Pre-Employment Medical Examination:

Applicants should be of sound health and meet the Medical Fitness Standards as prescribed. Candidates short-listed for appointment following Trade Test shall undergo a medical test conducted/ organized by the Company and certified by the Company's Chief Medical Officer.

Candidates called for Pre-Employment Medical Examination shall attend the same at their own expense.

12. Verification of Antecedents:

Police Verification Report (PVR) is a pre-condition for joining of the selected candidates. Candidates will have to obtain a formal Police Verification Report before joining MDL.

Therefore, candidates should apply for Police Verification well in advance. The application form for PVR is uploaded on the MDL website https://mazagondock.in under head 'Career-Non-Executives'. The candidates should bring proof of submission of application for PVR to Police Authorities at the time he is called for Trade Test. The PVR shall be applied in all the Police Station in whose jurisdiction the candidate has stayed during last 05 yrs. In case of Internal candidates, the candidates shall apply in all the Police Station in whose jurisdiction the candidate has stayed during last 02 yrs. However, at later stage any adverse remark is found against the candidate or he is unable to produce PVR from Police his/her services are liable to be terminated without compensation.

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13. Offer of Appointment:

Contract appointment for period of 3 years, extendable by 01 yr + 01 yr based on requirement of selected candidates is subject to their being declared medically fit by the Chief Medical Officer of the Company as per required standard of health & fitness as per prescribed rules. The contract appointees shall have no right to get absorbed in the Company at the end of their contract, this being the essential condition of this contractual appointment.

Candidates must qualify through each stage of selection process successfully before being adjudged as suitable for selection.

14. How to Apply:

- Log on to MDL website https://mazagondock.in
- Go to Careers >> Online Recruitment >> Non-Executive
- Click on Non- Executive Tab
- Register by filling up relevant details & click on "Submit" button.
- Click on the validation link sent on email.
- Login to MDL Online Portal with "Username" & "Password"
- Select the job under Non-Executive Tab & view the "Eligibility Criteria"
- While applying, candidate should have the scanned copy of recent passport size colour photograph, their signature & other relevant Certificates in JPEG format.
- Read the instructions carefully and fill up all the details in the Online Application Form.
- Candidates may enter 'NA' in the mandatory fields not applicable to them
- Check preview of the Application form and make corrections, if any. Any changes in the application form need to be edited before clicking on "Submit".
- Candidate belonging to General/ OBC /EWS category are required to pay the application fees of ₹ 100/-. Detail instructions for payment of processing fees may be referred at Para-16.

  (Applicants belonging to SC/ ST/ PWD (Persons With Disability)/ Ex-Serviceman are exempted from such payment of processing fee.)
- Click on "Home" tab and ensure your application submission status to be "*Successfully Submitted*".
- Take a print of your application form with unique registration no. on or before the last date of application for future reference. Option for printing of application form will not be available after the last date of application.

Candidates are not required to send hard copy of Application Form to MDL at this stage.

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Note:

- **Candidates have to apply Online only. No manual / paper application will be entertained.**
- The site shall be activated and will remain functional from **11 Jun '21 to 04 Jul '21.**
- Candidates should possess an active email-id which must remain valid for at least next one year.
- "Incomplete Applications" will not be considered for further recruitment process.
- Mere Generation of registration number does not imply acceptance of application or eligibility for the post.
- Eligible and interested candidates are advised to apply well in advance so as to avoid last minute rush. MDL management will not be responsible for any delay in submission of application caused due to the queries raised by the applicant and non-receipt of response thereof.
- In case of difficulty in registration, candidates may contact on email *mdlrecne@mazdock.com* or numbers 022-23764140/4123/4125/4177.

15. Instructions for uploading Documents

Candidates are required only to upload photograph and signature in MDL Online Recruitment Portal.

16. Instructions for Payment of Processing Fees:

Candidates are required to pay the Processing Fee as per procedure given below.

Online Payment

i. Fill up the application form

ii. Select Payment Mode i. e. "Online Mode"
The payment can be made using Debit Cards/Credit Cards/Net Banking /BHIM etc.

iii. Click on "Pay Now"

iv. On successful completion of the transaction, an "e-receipt" would be generated.

v. Candidates are required to take a print of the "e-receipt" as well as "Online application" which have to be produced, at the time of Selection Process.

Note:

- Application fees once paid will not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility before payment of processing fees.
- Fees paid against this advertisement shall not be accepted/ transferred against any other advertisement.
- In the event of Bank Holiday/ Strike/ Closure of Bank for any other reasons, no additional time shall be provided for payment of fees. Therefore, candidates are advised to make the payment of processing fee well in

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advance to avoid last moment inconvenience. Any remittance of Processing Fee after the last date of Payment of Fee shall not be accepted under any circumstances.

17. General Information and Instructions

i) Before applying for the post, candidate should ensure that he / she fulfills the eligibility criteria and other conditions mentioning in the advertisement.

ii) Candidature 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 eligibility criteria mentioned in the advertisement.

iii) **The Qualifying Requirements & Age limit shall be reckoned as on 01 Jun '21.**

iv) Outstation Candidates SC/ST called for Trade Test shall be reimbursed Travelling Expenses by the shortest route by Second Class / Bus from the correspondence address mentioned in the application form on production of tickets as given below.

Travelling Allowance will not be paid to the candidates who are found Ineligible after verification of documents at the time of Trade/ Skill Test.

v) MDL reserves the right to cancel/ modify/ restrict/ enlarge/ alter the recruitment process, if need so arises without issuing any further notice or assigning any reason thereof.

vi) Intimation regarding Online Exam, Trade Test & Result:

List of 'Eligible Candidates', list of 'Not-Eligible Candidates', 'Trade Test Schedule', 'Result' etc. will be hosted only on MDL Website under the head "Career->Non-Executives". Candidates are requested to visit MDL website time to time to get themselves updated on the recruitment status.

vii) In case of any ambiguity/ discrepancy in the online recruitment portal the terms & conditions as mentioned in this advertisement will prevail.

viii) Any further Information/ Corrigendum/ Addendum would be uploaded only on MDL website.

ix) MDL reserves the right to fill up all the vacancies advertised or part or cancel the entire recruitment process at any point of time during the recruitment process.

x) Decision of the Management in all matters regarding eligibility criteria, Skill/ Trade Test selection would be final and binding on all candidates. No representation or correspondence will be entertained by the Company in this regard.

xi) MDL Management reserves the right to cancel/change the Test Centre of the candidates in the event of less number of candidates opting for the particular centre and any other reasons.

xii) **Camera / Mobile with camera is not permitted inside the company premises.**

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xiii) Canvassing in any form will be a disqualification for appointment

xiv) Any dispute with respect to this recruitment is subject to Mumbai.

18. <u>Important Dates</u>

Sl. No.	Details	Date
a.	Commencement of MDL Online Application	11 Jun' 21
b.	Last Date of MDL Online Application	04 Jul' 21
c.	Display of List of Eligible Candidates on MDL website	15 Jul '21
d.	Last Date for representation regarding ineligibility	22 Jul '21
e.	Tentative Date for announcement of Online Examination	July End

उप महाप्रबंधक (मा.सं.)

11 जून / 11 Jun'21 **Deputy. General Manager (HR)**

--------अधिसूचना की समाप्ती------

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