



माझगांव डॉक शिपबिल्डर्स लिमिटेड
(भारत सरकार का उपक्रम)
MAZAGON DOCK SHIPBUILDERS LIMITED
(A Government of India Undertaking)
Dockyard Road, Mumbai – 400 010
Contact No. : 022-23764123/4140/4177
CIN No. U35100MH1934GOI002079



एससी / एसटी/ ओबीसी और पीडब्ल्यूडी के लिए स्थायी आधार पर कर्मचारी पद के लिए विशेष भर्ती

SPECIAL RECRUITMENT DRIVE FOR SC/ST/OBC & PWD FOR NON-EXECUTIVE GRADE ON PERMANENT BASIS.

विज्ञापन संदर्भ क्र.: एमडीएल/एचआर-भर्ती-एनइ/96/2023
Advertisement Ref. No.: MDL/HR-REC-NE/96/2023

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 7584 Cr. which is projected to be higher in the coming years. MDL has employee strength of around 6,150.

2. Applications are invited from **Indian Nationals** for the following Posts/Trades:
Eligible & interested candidates **belonging to SC/ST/OBC Category only** are required to apply online.
(Online Application opens from **10 Jul '23** and closes on **31 Jul '23**):

Backlog Vacancies:

Sr. No.	Trade	Category			TOTAL
		SC	ST	OBC	
	Skilled Grade- I (IDA- V)				
1	Electrician	0	2	1	3
2	Fitter	3	3	0	6
3	Pipe Fitter	1	9	0	10
4	Rigger	1	2	1	4

5	Composite Welder	0	0	3	3
6	Structural Fabricator	3	6	5	14
7	Draughtsman	0	0	5	5
8	Carpenter	1	2	1	4
9	Electric Crane Operators	1	1	1	3
10	Machinist	0	0	1	1
11	Painter	1	2	2	5
12	Personal Assistant Cum Clerk	0	0	2	2
Total		11	27	22	60

Note: Age Relaxation is applicable to SC/ST/OBC/PWD/Ex-Servicemen candidates as per Govt. Guidelines (Refer clause 6 of the advertisement regarding age relaxation.). Above Posts include 22 vacancies reserved for PWD candidates except for the post of, Electric Crane Operator & Rigger. 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	09
b	Deaf and hard of hearing	10
c	Locomotors disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy	02
d	Autism, intellectual disability, specific learning disability and mental illness;	01
e	Multiple disabilities from amongst persons under clauses (a) to (d) including deaf-blindness in the posts identified for each disabilities	

3. Essential Qualifying Requirements

Sr.	Trade	Grade	Essential Qualifications & Experience
1	Electrician	Skilled Gr- I (IDA-V)	Passed the National Apprenticeship Certificate Examination in the trade of “Electrician” . One year shipbuilding experience is compulsory.
2	Fitter	Skilled Gr- I (IDA-V)	Passed the “National Apprenticeship Certificate Examination” in the trade of “Fitter.” One year shipbuilding experience is compulsory.
3	Pipe Fitter	Skilled Gr- I (IDA-V)	Passed the National Apprenticeship Certificate Examination in the trade of “Pipe Fitter” . One year shipbuilding experience is compulsory.
4	Rigger	Skilled Gr- I (IDA-V)	Passed the “National Apprenticeship Certificate Examination” in the trade of “Rigger” . One year shipbuilding experience is compulsory.
5	Composite Welders	Skilled Gr- I (IDA-V)	Passed 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". One year shipbuilding experience is compulsory.
6	Structural Fabricator	Skilled Gr- I (IDA-V)	Passed the National Apprenticeship Certificate Examination in the trade of "Structural Fitter / Fabricator" . One year shipbuilding experience is compulsory.
7	Draughtsman	Skilled Gr- I (IDA-V)	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. One year shipbuilding experience is compulsory.
8	Carpenter	Skilled Gr- I (IDA-V)	Passed National Apprenticeship Certificate Examination passed in the trade of "Carpenter/ Shipwright (wood)" . One year shipbuilding experience is compulsory.
9	Electric Crane Operator	Skilled Gr- I (IDA-V)	Must have passed National Apprenticeship Certificate Examination in Electrician trade and having minimum one-year experience in MDL/ Ship-building industry as Electric Crane Operator may apply for the post of Electric Crane Operator. One year shipbuilding experience is compulsory.
10	Machinist	Skilled Gr- I (IDA-V)	Passed the National Apprenticeship Certificate Examination in the trade of "Machinist/ Machinist (Grinder)" One year shipbuilding experience is compulsory.
11	Painter	Skilled Gr- I (IDA-V)	Passed the National Apprenticeship Certificate Examination in the trade of "Painter" . One year shipbuilding experience is compulsory.
12	Personal Assistant Cum Clerk	Skilled Gr- I (IDA-V)	"Graduate with 50% marks in aggregate in any Discipline from any University recognised by UGC having proficiency in English. Candidates must know operation of MS office. English shorthand of minimum 100 words per minute and typing speed of 40 words per minute. Candidates should have minimum Two years' experience" .

For all the above posts except Personal Assistant Cum Clerk, candidates should have minimum one-year experience in Shipbuilding Industry.

The experience should be certified by the Personnel/HR/Admin Dept. where the candidate is presently employed/worked.

Candidates who have worked through a contractor in Shipbuilding industry will not be considered eligible for the above posts.

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

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 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
Fitter	Fitter / Marine Engineer Fitter / Shipwright (Steel)
Carpenter	Carpenter / Shipwright (wood)
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/HR/Admin Department is mandatory for the trades where Shipbuilding experience is essential qualifying requirement. The candidates having such experience will be given up to 40 marks based on relevant experience in Ship Building Industry except for the post of Personal Assistant Cum Clerk.

The experience marks would be granted in the following manner:

No of years of Experience in Shipbuilding as on 01 Jul '23	Marks out of 40
More than 01 Yr up to 02 Yrs	08
More than 02 Yr up to 03 Yrs	12
More than 03 Yr up to 04 Yrs	16
More than 04 Yr up to 05 Yrs	20
More than 05 Yr up to 06 Yrs	24
More than 06 Yr up to 07 Yrs	28
More than 07 Yr up to 08 Yrs	32
More than 08 Yr up to 09 Yrs	36
More than 09 Yr and above	40

The shipbuilding experience marks will be applicable for the posts indicated at para 3 above except for the post of **Personal Assistant Cum Clerk**.

5. Emoluments

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

Grade	Pay Scale (Rs)
Skilled Grade-I (IDA-V)	17000- 64360

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 ESIC 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 Jul '23**.

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) 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 10 years over and above the other relaxations at 6(i) to 6(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. Description of Duties are as under:

Required to work on Shipbuilding Project 12704, 12705, 12706, 12707, 12651, 12652, 12653 & 12654 Hull Fabrication work, outfitting work and other associated work related to the project.

Required to work on P75 Project, MRLC I & II and Additional Special Project for Fabrication, outfitting & other associated work related to the project. They are also required to work in various dept.

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.

8. Selection Process

- a. The candidates will be called for "Written Test" based on the information provided by them in the Online application form. The

Detailed scrutiny of documents of the shortlisted candidates will be done at the time of Trade/skill Test.

- b. Based on the performance in Written Test & Experience marks wherever applicable the candidates would be called for Trade/Skill Test. The candidates would be called for Trade/skill Test in the ratio of 1:5 for the vacancies as indicated at Para 02 above.
- c. The final merit list would be prepared based on combine marks of Online Written Test & Experience Marks wherever applicable. Trade/Skill Test will be of qualifying nature only.
- d. However, depending upon the number of candidates who have applied for the above posts, Management may decide to do away with the Written Test and select candidates based on Experience & Trade/Skill Test.
- e. The syllabus for the written/Online Exam is mentioned at **Annexure-I** placed at the end of this advertisement.
- f. The marking pattern would be as under:

Selection Criteria	Post for which experience in Shipbuilding Industry is required	Post for which experience in Shipbuilding Industry is not required	Post for which Written Test is not conducted
Written Test	60 marks	100 marks	---
Experience in Shipbuilding Industry	40 marks	---	40 marks (Weightage 100)
Trade/Skill Test	Qualifying in Nature	Qualifying in Nature	Qualifying in Nature

9. Verification of Original Documents

In case the candidate is called for Trade/Skill 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/Skill Test. Candidates who are not shortlisted for the Trade Test/Skill 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 verified/checked at the time of Trade/Skill Test.

However, this list of documents 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 (If applicable)
- 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. Mark sheet & Certificate
 - b) Mark sheets 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. **Caste Certificates:** SC/ST/OBC (NCL) candidates must produce valid 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.

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

VII. **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.

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

- a) Candidates working in MDL

Internal candidates who are meeting the qualifying requirements may apply 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 Skill/ Trade Test.

IX. 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 Jul '23**

X. Valid ID Proof: **PAN Card & Aadhar Card**

(Note: Documents presented for verification should be valid at the time of joining)

10. Pre-Employment Medical Examination:

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

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

11. 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/she is called for Trade/Skill 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/received against the candidate or he/she is unable to produce PVR from Police authorities, his/her services are liable to be terminated without compensation.

12. Offer of Appointment:

Candidates finally selected for the post will be offered appointment as per Company Policy in vogue. The selected candidates will be on probation for a period of six months and shall be confirmed in the post on successful completion of the probationary period. Performance of the selected candidate shall be reviewed periodically with reference to the tasks assigned to him/ her from time to time.

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

13. Pre-examination training for SC/ST/PwD candidates:

MDL will arrange pre-examination training for SC/ST/PwD candidates, free of cost in online mode only. Candidates belonging to SC/ST/PwD candidates, who desire to avail of the pre-examination training, should invariably fill in the details in the relevant column while filling the ONLINE application. Any subsequent request shall not be entertained. Further, no other mode of request shall be entertained.

The details of online pre-examination training will be communicated to the candidates only via email.

By merely attending the pre-examination training, no candidate acquires any right to be selected in MDL.

14. How to Apply:

- Go 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 and their signature.
- 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 OBC 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-servicemen 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.

Note:

- **Candidates have to apply Online only. No manual / paper application will be entertained.**
- The site shall be activated and will remain functional from **10 Jul '23 to 31 Jul '23 (23:59 Hrs)**
- 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 022-23764140/4123/4177.

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. **(Also Refer Annexure-II)**

Online Payment

- Fill up the application form
- Select Payment Mode i. e. “Online Mode”
- Click on “Pay Now”
- 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.
- vi. Payment of application fee/intimation charges has to be done after successful registration of the application or else application will be treated as cancelled.
- vii. Candidates have to pay the requisite fee/intimation charges through ON-LINE mode only.
- viii. **After the payment is done and ‘e-receipt’ is generated, the applicant has to go back to Home Page of his application and click on ‘Pay Now’ for entering the details of payment i.e. Transaction Number and Transaction Date in the application form and submit. In case the payment details are not entered, the application remains incomplete and application will be treated as cancelled.**
- ix. The payment can be made by using only Debit Cards (Rupay/ Visa/ Master Card/ Maestro), Credit cards, Internet Banking, IMPS, Cash Cards/ Mobile Wallets.
- x. After submitting your payment information in the online application form, PLEASE WAIT FOR THE INTIMATION FROM THE SERVER. DO NOT PRESS BACK OR REFERESH BUTTON IN ORDER TO AVOID DOUBLE CHARGES.
- xi. Non-generation of ‘E-Receipt’ indicates PAYMENT FAILURE. On failure of payment, candidates are advice to login again and repeat the process payment.
- xii. Candidates are required to take print of online Application Form containing fee details. **Please note that if the same cannot be generated, online transaction may not have been successful.**
- xiii. To ensure the security of your data, please close the browser window once your transaction is completed.
- xiv. The detailed process/steps for payment of application fees is on www.mazagondock.in under the head Careers>>Career Non Executives at the bottom of the page click on link “**ऑनलाइन भुगतान के लिए उपयोगकर्ता नियमावली / User Manual for Online Payment**”.

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 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 mentioned 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 or even if he/she has suppressed any information in the application form.
- iii) **The Qualifying Requirements & Age limit shall be reckoned as on 01 Jul '23.**
- iv) Outstation SC/ST Candidates called for Trade/ Skill 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 original tickets.

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) MDL reserves the right to increase/ decrease the number of vacancies based on the organizational requirements at any point of time during the recruitment process.
- vii) Intimation regarding Online Exam, Trade/Skill Test & Result:
List of 'Eligible Candidates', list of 'Not-Eligible Candidates', 'Trade/ Skill Test Schedule', 'Result' etc. will be hosted only on MDL Website under the head "Career->Non-Executives". Candidates are requested to visit MDL website from time to time to get themselves updated on the recruitment status.
- viii) In case of any ambiguity/ discrepancy in the online recruitment portal the terms & conditions as mentioned in this advertisement will prevail.
- ix) **Any further Information/ Corrigendum/ Addendum would be uploaded only on MDL website.**

- x) 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.
- xi) 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.
- xii) 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.
- xiii) **Camera / Mobile with camera is not permitted inside the company premises.**
- xiv) Canvassing in any form will be a disqualification for appointment
- xv) Any resultant dispute arising out of this advertisement shall be subject to the jurisdiction of the courts situated at Mumbai only.

18. Important Dates

Sl. No.	Details	Date
a.	Commencement of MDL Online Application	10 Jul '23
b.	Last Date of MDL Online Application	31 Jul ' 23
c.	Display of List of Eligible Candidates on MDL website	16 Aug' 23
d.	Last Date for representation regarding ineligibility	26 Aug' 23
e.	Tentative Date for announcement of Online Examination	31 Aug' 23

10 Jul '23

अपर महाप्रबंधक (मा.सं.)
Additional General Manager (HR)

-----अधिसूचना की समाप्ती-----
-----End of Notification-----

Annexure-I

Syllabus for Online Examination for various post

Classification of Vacancies for online Examination purpose

Sr. No	Trades	Group
	Skilled-I (ID-V)	
01	CARPENTER	A
02	COMPOSITE WELDER	A
03	ELECTRIC CRANE OPERATORS	A
04	ELECTRICIAN	A
05	FITTER	A
06	MACHINIST	A
07	PAINTER	A
08	PIPE FITTER	A
09	STRUCTURAL FABRICATOR	A
10	JUNIOR DRAUGHTSMAN (MECHANICAL)	A
11	RIGGER	A
12	PERSONAL ASSISTANT CUM CLERK	B

Syllabus content for Group A

Domain / Post Names	Sub topics	No Of Questions	Total Marks
General Knowledge	General Knowledge about MDL: Reference MDL website, e.g.: Projects in pipeline, Name of Ships Delivered, CSR projects and current affairs	20	20
Quantitative Aptitude	Percentages	20	20
	Area		
	Perimeter		
	Ratio and Proportion		
	Simple Trigonometry etc.		
	Measurement Conversions		
Technical Knowledge - Group -A	Workshop Calculations	20	20
	General Science: Motion, Work & Energy, Heat, Law of Flotation, Electricity etc.		
Total		60	60

Syllabus content for Group B

Domain / Post Names	Sub topics	No Of Questions	Total Marks
General Knowledge	General Knowledge about MDL: Reference MDL website, e.g.: Projects in pipeline, Name of Ships Delivered, CSR projects and current affairs	20	20
Quantitative Aptitude	Percentages	20	20
	Area		
	Perimeter		
	Ratio and Proportion		
	Simple Trigonometry etc.		
	Measurement Conversions		
Technical Knowledge - Group –B	Shorthand to English	60	60
	English to Shorthand		
	English Grammar (Antonyms, Synonyms, correct sentences etc.)		
	English Word Meaning		
Total		100	100

Annexure-II

आवेदन शुल्क के भुगतान के निर्देश

Instructions for Payment of application fees

The detailed process/steps for payment of application fees is on www.mazagondock.in under the head **Careers>>Career Non Executives** at the bottom of the page click on link **“ऑनलाइन भुगतान के लिए उपयोगकर्ता नियमावली / User Manual for Online Payment”**.

Step 1:

1. भुगतान विकल्प पर क्लिक करें यह निम्न विंडो के लिए निर्देशित किया जाएगा ।
Click on Payment Option it will directed to following window.

Products & Services Know More हिंदी

DISCLAIMER CLAUSE

Terms Used

- > Corporate Customer: Firm/Company/Institution (F/C/I) collecting payment from their beneficiaries.
- > User: The beneficiary making a payment to F/C/I for the services/goods availed.
- > Bank shall not be responsible, in any way, for the quality or merchantability of any product/merchandise or any of the services related thereto, whatsoever, offered to the User by the Corporate Customer. Any disputes regarding the same or delivery of the Service or otherwise will be settled between Corporate Customer and the User and Bank shall not be a party to any such dispute. Any request for refund by the User on any grounds whatsoever should be taken up directly with the Corporate Customer and the Bank will not be concerned with such a request.
- > Bank takes no responsibility in respect of the services provided and User shall not be entitled to make any claim against the Bank for deficiency in the services provided by the Corporate Customer.
- > The User shall not publish, display, upload or transmit any information prohibited under Rule 3(2) of the Information Technology (Intermediaries guidelines) Rules, 2011.
- > In case of non-compliance of the terms and conditions of usage by the User, the Bank has the right to immediately terminate the access or usage rights of the User to the computer resource of the Bank and remove the non-compliant information.

I have read and accepted the terms and conditions stated above.
(Click Check Box to proceed for payment.)

Proceed

© State Bank of India Privacy Statement Disclosure Terms of Use

2. शर्तों को ध्यान से पढ़ें और भुगतान के लिए आगे बढ़ने के लिए निर्देशित बॉक्स पर क्लिक करें।
Read terms carefully and **click check box to proceed for payment**.

Step 2:

3. भुगतान विंडो के अगले चरण पर, भुगतान श्रेणी " **FT NON-EXECUTIVE RECRUITMENT** " चुनें।
On next step of payment window, **select payment category "FT NON- EXECUTIVE RECRUITMENT"**.
4. भुगतान विंडो के अगले चरण पर, भुगतान श्रेणी " **FT NON-EXECUTIVE RECRUITMENT** " चुनें।
On next step of payment window, **select payment category "FT NON- EXECUTIVE RECRUITMENT"**.

The screenshot shows the SBI State Bank Collect portal for MAZAGON DOCK SHIPBULDERS LIMITED. The page title is "State Bank Collect - State Bank Mops". The user is logged in as "State Bank Collect" on "25-Aug-2022 [10:59 AM IST]". The company logo and name are displayed at the top. Below the company information, there is a section for "Provide details of payment". A dropdown menu for "Select Payment Category *" is open, showing options: "ATS APPLICATION FEE", "FT Non-Executive Recruitment", "HR-PRMS-REGISTRATION", "HR-PRMS-TOP UP", "SECURITY PASS FEE", and "TENDER". An orange arrow points to the "FT Non-Executive Recruitment" option. The footer includes "© State Bank of India" and links for "Privacy Statement", "Disclosure", and "Terms of Use".

Step3:


5. भुगतान श्रेणी का चयन करने के बाद, अगले चरण में उम्मीदवार को शुल्क के भुगतान की आगे की प्रक्रिया के लिए सभी विवरण भरने होंगे।

After selecting payment category, on next step Candidate will be required to fill all details for further processing of payment of fees.

The screenshot shows the SBI State Bank Collect portal for MAZAGON DOCK SHIPBULDERS LIMITED. The page title is "State Bank Collect - State Bank Mops". The user is logged in as "State Bank Collect" on "25-Aug-2022 [10:59 AM IST]". The company logo and name are displayed at the top. Below the company information, there is a section for "Provide details of payment". The "Select Payment Category *" dropdown is now set to "FT Non-Executive Recruitment". Below this, there are several input fields for the applicant's details: "Name of Applicant (As per Registration Portal)", "Post Applied For", "Application Number", "Date of Birth (DD/MM/YYYY Form)", "Application Submission Date", and "Mobile Number". Each field has a corresponding input box or calendar icon. The footer includes "© State Bank of India" and links for "Privacy Statement", "Disclosure", and "Terms of Use".

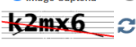
Mobile Number	<input type="text"/>
Email	<input type="text"/>
Fee Amount *	<input type="text" value="100"/> Fixed:Rs.100
Remarks	<input type="text"/>

Please enter your Name, Date of Birth (For Personal Banking) / Incorporation (For Corporate Banking) & Mobile Number. This is required to reprint your e-receipt / remittance(PAP) form, if the need arises.

Name *	<input type="text"/>
Date Of Birth / Incorporation *	<input type="text"/> 
Mobile Number *	<input type="text"/>
Email Id	<input type="text"/>
Enter the text as shown in the image *	<input type="text"/>

Select one of the Captcha options *

Image Captcha Audio Captcha



6. सभी विवरण भरने के बाद सबमिट बटन पर क्लिक करें और सफल भुगतान के लिए प्रक्रिया को पूरा करें।

After filling all the details click on submit button and complete the process for successful payment.

7. आवेदकों को उपरोक्त फॉर्म में सभी विवरण आवेदन पत्र में दी गई जानकारी के अनुसार ही भरना अनिवार्य है। विवरण गलत होने की स्थिति में आवेदन निरस्त किया जाएगा।

The details submitted in the above form shall be same as submitted in Online Application form. **In case of incorrect details, the application will be rejected.**

अन्य जानकारी / Other Information;

- माझगाँव डॉक शिपबिल्डर्स लिमिटेड (एम.डी.एल.), आवेदक द्वारा किए गए आवेदन फीस भुगतान के एम.डी.एल. के बैंक अकाउंट में क्रेडिट ना होने की स्थिति में जिम्मेदार नहीं होगा।
Mazagon Dock Shipbuilders Limited (MDL), will not be responsible for non-credit of application fee in MDL account made by the applicant.
- आवेदन की अंतिम तिथि के पश्चात् आवेदक आवेदन फ्रीस का भुगतान नहीं कर सकेंगे तथा आवेदन निरस्त कर दिया जाएगा।
After the last date of application, the applicant will not be able to pay the application fee and the application will be rejected.
- आवेदक यह भी ध्यान रखें की यदि वे आवेदन की अंतिम तिथि को आवेदन सबमिट करते हैं एवं फ्रीस भुगतान सफल नहीं होता है, तो उनका आवेदन निरस्त हो जाएगा तथा एम. डी. एल. प्रबंधन उसके लिए जिम्मेदार नहीं होगा। अतः आवेदकों से अनुरोध है की वे आवेदन तथा फीस भुगतान समय सीमा के पूर्व ही करें।

Applicants should also note that if they submit the application on the last date of application and fee payment is not successful, then their application will be canceled and M.D.L.

Management will not be responsible for the same. Therefore, applicants are requested to make the application and fee payment before the deadline.

4. आवेदक को यह सलाह दी जाती है की वे फीस भुगतान के बाद स्वयं के अकाउंट में "फीस स्टेटस" चेक करते रहें । फीस स्टेटस अपडेट ना होने की स्थिति में दूरभाष संख्या 022 2376 4123 पर सोमवार से शुक्रवार सुबह 09:00 से शाम 05:30 तक अथवा ईमेल mdlrecne@mazdock.com पर संपर्क कर भुगतान प्राप्ति की जानकारी ले सकते है ।

Applicants are advised to keep checking "fee status" in their own account after payment of fees. In case of non-updation of fee status, kindly contact on 022 2376 4123 from Monday to Friday from 09:00 AM to 05:30 PM or email to mdlrecne@mazdock.com for information related to receipt of payment.

Note: After the payment is done and 'e-receipt' is generated, the applicant has to go back to Home Page of his application and click on 'Pay Now' for entering the details of payment i.e. Transaction Number and Transaction Date in the application form and submit. In case the payment details are not entered, the application remains incomplete and application will be treated as cancelled.