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गार्डन रीच शिपबिल्डर्स एण्ड इंजिनियर्स लिमिटेड  
Garden Reach Shipbuilders & Engineers Limited  
(भारत सरकार का उपक्रम) / (A Govt. of India Undertaking)

रक्षा मंत्रालय / Ministry of Defence  
Regd. & Corp Office – 61, Garden Reach Road, Kolkata – 700024  
CIN NO. : L35111WB1934GOI007891

Ref: HR/RECTT/OS/CR/ICMAI/21/ 184

Date: 03 Dec 21

**DETAILED NOTIFICATION FOR CAMPUS RECRUITMENT AT THE INSTITUTE OF COST ACCOUNTANTS OF INDIA (KOLKATA)**

1. GRSE Ltd. is one of the premier Defence Shipyards (CPSE) and Mini Ratna, Category -I Company, effectively contributing to the defence preparedness of the country by building different sophisticated and state-of-the-art warships. The Company intends to recruit Officer under permanent category in Assistant Manager (E-1 grade) through campus selection process for the outgoing batch of students from premier Institute like yours.

2. Details Requirements are as follows:

<u>Name of Post (Grade)</u>	<u>Scale of pay (IDA)</u>	<u>Max. Age as on 01 Dec 2021</u>	<u>Discipline/ Reservation</u>
Assistant Manager (E-1)	40000-3%-140000	25 yrs.	Finance 01 post (UR)

3. Age: Maximum age limit will be 25 years (as on 01 Dec 2021). Age relaxation will be as per the Government Rules/Guidelines.

4. Qualitative Requirements: CMA (Dec 2020 term qualified only)

5. Cost to Company (CTC): In addition to Basic pay, Industrial DA, HRA, other perks (35% of basic pay), CPF, Gratuity etc. are admissible as per the Company's Rules. The present CTC per annum for Assistant Manager (E-1) is Rs. 11.22 Lakhs (approx.). In addition to the above CTC, Assistant Managers are entitled for Performance Related Pay (PRP) which is variable and also entitled for hospitalization benefit (for self and dependents), at actuals (in GRSE empanelled hospitals).

6. Written Test for Assistant Manager (Finance):

Pattern of Written Test

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

7. Interview & Selection Process: Based on the performance in Written Test, candidates will be shortlisted / called for Interview.

8. Service Agreement Bond

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

9. Reservation

- The post is Un-reserved. However, candidates from reserved category (SC/ST/OBC-NCL/EWS/PwBD) fulfilling eligibility criteria may also apply for the posts earmarked for UR as per Government Rules.
- Persons with Benchmark Disability category are required to produce Medical Certificate in prescribed format issued by the Competent Authority as stipulated in The Rights of Persons with Disabilities Act, 2016 having minimum 40% or more disabilities in the category as the case may be.
- Category (SC/ST/OBC/PwBD/EWS) once declared in the application form will not be allowed to be changed and no benefit of other category will be admissible later on.
- SC/ST/OBC/EWS/PwBD 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.

10. General Terms and Conditions:

- Joining of the selected candidate will however depend upon the production of the CMA degree certificate and medical fitness by Company's Medical Officer.
- If selected, the candidate can be posted to any Unit / Project / location of the company.
- The decision of GRSE in all matters regarding eligibility, conduct of written test/interview and selection will be final.
- *Only CMAs who qualified in Dec 2020 term exam will be considered for campus selection process.*
- Management reserves the right to call for any additional documentary evidence in support of education, etc. of the applicants.
- In case, at any time, it is found that the candidate is not meeting the eligibility criteria, the candidature will summarily be rejected forthwith. Hence, candidate must ensure that he/she is absolutely meeting the eligibility criteria and other conditions advertised without any deviation.
- Furnishing of false information or concealment / suppression of factual information will render the candidate unfit for employment and GRSE will not be responsible for any consequence of furnishing of such wrong / false information.
- GRSE reserves the right to fill up all the posts based on suitability or increase / decrease the number of posts to be filled up or cancel any post or even cancel the whole/part process of campus recruitment without assigning any reason.
- For any dispute, the Jurisdiction shall be Kolkata.

  
(Ranadip Mitra)  
Dy.General Manager (HR)