

DREDGING CORPORATION OF INDIA LIMITED

(A Government of India Undertaking)

DREDGE HOUSE:: PORT AREA

VISAKHAPATNAM-530001

Phone: 0891-2871227

ADVERTISEMENT NO.01/2018

Dredging Corporation of India Limited, the largest Public Sector Dredging and Maritime Development Company in India with a status of “Mini-Ratna” Category-I, a successful Domestic & Global Player in the field of Dredging, requires dynamic, result oriented professionals with proven track record for the following posts:

S.No. Name of the Post/ Pay Scale /No. of posts	Age & Experience as on 31.05.2018
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01. GENERAL MANAGER (FINANCE) - 01 Post (SC)

Scale of Pay: Rs.1,00,000 – 2,60,000/-

**Age: Upto 52 Years
For Internal candidates upto 56 year**

Qualifications: Member of ICAI/ICWAI

Experience: Candidates should have experience in Finance & Accounts department in senior level in handling Finance and Accounts independently with exposure to contracts, commercial tenders, foreign exchange transactions, International Finance, Corporate Financial Planning, Corporate Taxation, Financial Accounting, Budgeting, monitoring of operational expenses, cash management and Corporate Laws is required.

Should have 2 years Experience in the immediate lower scale of pay in case of PSUs/in equivalent immediate lower scale of pay in case of Government/Autonomous bodies

OR

For others, minimum 15 years post qualification experience in responsible position.

Brief Duties and Responsibilities:

GM(F) is HOD and responsible for Finance & Accounts functions and report to Director (Finance). The functions include all aspects of finance and accounts functions, Corporate Accounts, Revenue, Budget, Taxation, Working Capital Management, Capital expenditure, Resource Mobilisation, PF, Gratuity, Repairs, Maintenance, Operational Accounts, Shore/Floating Staff Salaries etc.

02. DY.GENERAL MANAGER (O/P) - 01 Post (UR)

Scale of Pay: Rs. 80,000 – 2,20,000/-

Age: Upto 45 Years

QUALIFICATIONS: Master (FG) COC/COS or Dredge Master Gr.I OR B.E/B.Tech in Civil engineering OR M.Tech(Dredging & Harbour Engineering) from a recognized University.

EXPERIENCE: Candidates must be conversant with Shipping Procedures, Execution of Projects, Contracts etc.

Should have 04 years of post-qualification experience in case of Master (FG) COC/COS or Dredge Master Gr.I.

OR

For others, 10 years of relevant post qualification experience in case of B.E./B.Tech in Civil Engineering OR M.Tech(Dredging & Harbour Engg) such persons must have post qualification experience in Shore Based Project Execution.

OR

Should have 2 years Experience in the immediate lower scale of pay in case of PSUs/ in equivalent immediate lower scale of pay in case of Government/ Autonomous bodies.

However, 2 years experience in the immediate lower scale is not required for those candidates who have marine qualification of Master (FG)(COC/COS)/ Dredge Master Gr-I.

03. DY GENERAL MANAGER (FINANCE) - 01(OBC)

Scale of Pay: Rs.80,000 – 2,20,000

Age: Upto 45 Years

QUALIFICATIONS: Member of CA/ICWAI

EXPERIENCE: Candidates should have experience in the Finance & Accounts department and should be well conversant in all aspects of accounting and finance, Corporate Accounts, Revenue, Internal Audit, Budget, Taxation, Working Capital Management, Capital Expenditure, Resource mobilisation, PF, Gratuity, Repair, Maintenance, Operational Accounts, Salaries, etc.

Should have 2 years Experience in the immediate lower scale of pay in case of PSUs/ in equivalent immediate lower scale of pay in case of Government/ Autonomous bodies.

OR

For others, should have 10 years Post Qualification Experience in a responsible position.

04. MANAGER (FINANCE)- 01 Post (UR)

Scale of Pay: Rs. 70,000 – 2,00,000/-

Age: Upto 40 Years

QUALIFICATIONS: Member of CA/ICWAI

EXPERIENCE: Candidates should have experience in the Fin. & Accts. Department and should be well conversant in financial, taxation, compilation of final accounts, budgetary control, work contracts etc.

Should have 2 years Experience in the immediate lower scale of pay in case of PSUs/in equivalent immediate lower scale of pay in case of Government/Autonomous bodies.

OR

For others, should have 8 years Post Qualification Experience

05. MANAGER (INSTRUMENTATION)- 01 Post (OBC)

Scale of Pay: Rs. 70,000 – 2,00,000/-

Age: Below 40 Years

Qualifications: B.E./B.Tech.(Electricals/Electronics/ Communication/Instrumentation or any combination thereof) from a recognised University.

Experience: Candidates should have experience in repairs and maintenance of electrical, electronics, pneumatic instruments/systems, preferably on board dredgers/vessels.

Should have 5 years of work experience as Electrical Officers (ELO) on board Dredgers/ Merchant Ships etc., ETO Certificate holders will be preferred

OR

Should have 2 years Experience in the immediate lower scale of pay in case of PSUs/in equivalent immediate lower scale of pay in case of Government/Autonomous bodies.

OR

For others, should have 8 years of post-qualification experience.

06. ASST. MANAGER (FINANCE)- 02 Posts (UR & OBC)

Scale of Pay: Rs. 40,000 – 1,40,000/-

Age: Upto 35 Years

Qualifications: CA/ ICWAI.

Experience: Candidates should have experience in Finance & Accounts dept.

Should have 2 years Experience in the immediate lower scale of pay in case of PSUs/ in equivalent immediate lower scale of pay in case of Government/ Autonomous bodies.

OR

For others, should have 2 years post qualification experience.

07. SURVEYORS – 08 POSTS (UR-03, OBC – 03, SC-01, ST-01)(Posts may vary)

Scale of Pay – Rs.29,500 – 88,500/-

Age – Below 35 years

Qualifications: Diploma in Civil Engineering OR Diploma in Survey Engineering OR its equivalent OR Survey Recorder (I/II) of Indian Navy.

Experience: 3 years experience in handling and maintaining all types of survey instruments/ equipments. Must be capable of conducting all types of Surveys independently.

08. MESSENGER – 01 POST (PWD/VH)

Scale of Pay – Rs.23,500 – 47,000/-

**Age – Below 30 years for Men
& Upto35 years for women**

Qualifications: 8th Class Pass (Knowledge of Hindi and English is desirable)

**09. MANAGEMENT TRAINEES (OPERATIONS/ TECHNICAL / MATERIALS/
MARKETING/ HR / FINANCE)**

Discipline	UR	OBC	SC	ST	Total
Operations	02	01	01	01	05
Technical	02	01	01	--	04
Materials	02	01	-	-	03
Marketing	--	01	--	--	01

HR	02	02	01	-	05
Finance	02	01	01	-	04
TOTAL	10	07	04	01	22

Qualification & Eligibility criteria

Discipline	Qualification
Operations	Age: Upto 30 years Qualifications: Fulltime B.E./B.Tech in Civil Engineering or MTech(Dredging and Harbour Engineering) with minimum 60% marks from a recognised University.
Technical	Age: Upto 30 years Qualifications: Full time B.E./ B.Tech in Mechanical/ Mech.Marine/ Electronics & Instrumentation with minimum 60% marks from a recognized University.
Materials	Age: Upto 30 years Qualifications: Full time B.E./ B.Tech in Mechanical/ Electrical/ Electronics/ Production Engineering/ Mech Marine/ with minimum 60% marks from a recognized University.
Marketing	Age: Upto 30 years Qualifications: 1st Class BE/B.Tech (Civil Engineering) OR M.Tech (Dredging & Harbour Engineering) from a recognised university.
HR	Age: Upto 30 years Qualifications: Fulltime PG Degree OR PG Diploma in HR/Personnel Management/ IR with minimum 60% marks from a recognised University.
Finance	Age: Upto 30 Years Qualifications: CA/ ICWAI

Selection process for MTs (Tech/Materials/Ops/Mktg): Selection will be based on Written Test, GATE score and Interview. Candidates having GATE irrespective of year of appearance may apply for the posts of Management Trainees for the above disciplines.

For Finance/HR: Selection will be based on Written Test, Group Discussion and Interview.

Selected candidates will be paid consolidated stipend of Rs.30,000/- p.m for a period of One year (Training period). On successful completion of Training, regularization will be in E1 grade in the scale of pay of Rs.40,000 – 1,40,000/- at the initial basic of Rs.40,000/- with probation period for one year.

At the time of joining, selected candidates should submit Bank Guarantee of Rs.2,00,000/- (Rupees Two lakhs only) as Surety Bond to the effect to serve for a period of 03 years (excluding training period).

Relaxation in age limit will be considered for SCs/STs/OBCs/PWD etc., as per the existing Government guidelines.

Application Fee: Candidates belonging to General and OBC (Non Creamy Layer) category are required to pay a **non-refundable** application fee of Rs.1,000/- (Rupees One thousand only) through online mode only.

The Application once made will not be allowed to be withdrawn and the fee once paid will not be refunded on any account nor would this fee be held in reserve for future exam/ selection. However, SC/ST and PwD candidates are exempted from application fee and the candidates have to submit the proof for exemption of application fee.

HOW TO APPLY& GENERAL TERMS AND CONDCTIONS:

1. **CANDIDATES WILL BE REQUIRED TO APPLY ONLINE THROUGH DCIL WEBSITE:** www.dredge-india.com. No other means/ mode of application shall be accepted. Website will be opened from 10.00 hrs on 11.07.2018 to 17.30 hrs on 06.08.2018. Candidate shall apply separately for each position. The scanned copies of the documents should be uploaded along with the application.
 2. After submitting the application online, candidate is required to download the Application Form generated by the system with unique acknowledgment number, signature and other details for future reference. Applications not submitted online will not be considered. The candidate has to upload online Transaction ID of the payment made (print out) and the following testimonials/ documents:
 - (i) Document in support of Date of Birth proof.
 - (ii) Caste/ Tribe certificate [for SC/ ST/ OBC (NCL) candidates as applicable] in the prescribed format issued by the Competent Authority as prescribed by Government of India, Disability certificate [in case of PWD candidates] in the prescribed format issued by the Competent Authority and Ex-servicemen Proof (in case of Ex-servicemen candidates).
 - (iii) All Certificates/ Testimonials in respect of qualifications (all semester/ year wise Mark Sheet, Degree and Diploma certificates starting from matriculation onwards).
 - (iv) Complete and proper Experience certificates/ Documents issued by the Employer in support of experience details mentioned by the candidate in the online Application Form.
 - (v) NOC/ Forwarding Letter from the employer in case the candidate is employed in Central/ State Government Department, Central/ State PSUs or Semi Government organization.
 - (vi) Candidates should ensure that they upload all the documents mentioned above. In the event of failure of candidate to upload any of the required documents as mentioned above, candidature of such candidate will not be considered.
- Note:
- Candidates should upload passport size coloured photo (upto 50KB), signature (upto 50KB) and scanned certificates (maximum 6 files, each file upto 200KB (JPG or PDF)) which are clear and legible.
 - If the candidate possesses more than 6 certificates, the same can be merged with one or more certificates to make a single PDF file with maximum size upto 200KB.
 - On successful submission of online application, an “Acknowledgement Number” will be generated and the same should be quoted in all future references.
3. A recent passport size colour photograph should be scanned before applying for the post through online. Three copies of the same photo should be retained for use at the time of interview/further selection process. Candidates are advised not to change their appearance till the recruitment process is complete. Failure to produce the same photograph at the time of interview/ further selection process, may lead to disqualification.
 4. Before applying for the post, candidates should ensure that he/ she fulfils the eligibility criteria and other conditions mentioned in this advertisement. DCIL would be free to reject any application at any stage of the recruitment process, if the candidate is found ineligible for the post for which he/ she has applied. The application fee paid by ineligible candidates shall be forfeited. No correspondence shall be entertained in this regard. Candidates from Private companies shall have CTC commensurate to the post that they are applying for.
 5. All candidates are advised to have valid mobile number and E-mail IDs, as all the communication with regard to interview, written exam, selection etc shall be sent to that mobile number/E-mail ID only.

6. Candidates presently employed in Central/ State Government Department, Central/ State PSUs or Semi Government Organization shall either upload letter in support of forwarding their application through Proper Channel or shall produce NOC from their present employer at the time of Interview. In case, the application of the candidate is not forwarded through proper channel or the candidate fails to produce NOC from his/ her present employer at the time of interview, his/ her candidature will not be considered.
7. Candidature of the registered candidate 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 is not found in conformity with eligibility criteria mentioned in the advertisement.
8. DCIL reserves the right to raise the minimum eligibility standards. DCIL also reserves the right to fill or not to fill all or any of the above positions and cancel/ restrict/ enlarge/ modify/ alter the recruitment/ selection process without any further notice or assigning any reasons whatsoever.
9. The prescribed qualification/ experience are the minimum and mere possession of the same does not entitle a candidate for participating in the Selection Process. DCIL's decision shall be final in this regard.
10. List of candidates shortlisted for participating in the Selection Process and also the list of selected candidates for appointment for the above posts will be displayed on DCIL Website www.dredge-india.com for the information of the candidates in due course of time. Candidates are advised to visit DCIL Website www.dredge-india.com for latest updates on a regular basis.
11. As per Company's re-appointment policy, the employees who have resigned from DCI need not apply.
12. Any canvassing directly or indirectly by the applicant will disqualify his/ her candidature.
13. Any dispute with regard to recruitment against this advertisement will be settled within the Jurisdiction of **Visakhapatnam Court** only.
14. In case of any technical issues, please contact: 0891-2871354.

Important dates	
Commencement of online Applications	11.07.2018 from 10.00 Hrs
Last date for submission of online Applications	06.08.2018 at 17.30 Hrs

