GOA SHIPYARD LIMITED

Advt. Ref. No: 03/2024

Shortlisted candidates for Document Verification/Skill/Trade Test for the post of Assistant Superintendent (Company Secretary) – (On Fixed Term Contract Basis)

Based on the performance in the Computer Based Test (CBT) held on 20.07.2024 for the post of **Assistant Superintendent (Company Secretary) – (On Fixed Term Contract Basis)** following candidates have been provisionally shortlisted for the document verification followed by Skill/Trade Test. Provisionally shortlisted candidates are advised to report to Goa Shipyard Limited, Vaddem, Vasco-da-gama, Goa on **18.09.2024** at **09:00 Hrs** for document verification & Skill/Trade Test.

Sl No.	Roll No
1	4420253
2	4420254

NOTE: General instructions to the candidates appearing for the document verification & Skill/Trade Test.

1) Verification of certificates/documents will be conducted of the provisionally shortlisted candidates mentioned above before the skill test/ trade test. Candidates are advised to bring all your original certificates/documents along with **one set of Self attested copies of all the certificates** in support of your Educational & Technical Qualification, Age, Experience, Caste/Tribe /Community Certificate, Economically Weaker Section (EWS) Certificate, Disability Certificate, Ex-Servicemen (Copy of Discharge Book) etc. failing which, candidate will not be permitted to appear for the Skill/Trade Test thereby no travelling expenses will be reimbursed.

2) Candidates are advised to once again ensure that he/she fulfils the eligibility criteria and other conditions mentioned in the advertisement before attending the Skill / Trade Test.

3) If all the documents are found in order & meeting all the eligibility criteria as per Advt. No. 03/2024 candidates will be allowed to appear for the Skill/Trade test.

4) 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.

5) Outstation candidates who 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. Further in case of non-submission of any of the documents mentioned, incorrect details mentioned in TA claim form and Non fulfilment of eligibility criteria as mentioned in the advertisement, reimbursement will not be processed and the candidate will be responsible for the same.

6) Payment of Travelling Allowance shall be made by RTGS (ECS) after completion of selection process. Candidate is requested to bring a copy of Bank pass book (First page of your Account details) and hardcopy of the ticket.

7) TA claim form is available on GSL website **(www.goashipyard.in)** under the heading of **"Notice Board – Careers - Advertisement"**. Candidate is requested to download and submit filled TA claim form along with original tickets, Bank pass book copy and proof of Tribe/Caste/Disability/EWS certificate with self attested copy.

8) You are advised to bring print out copy of online application, a copy of this call letter, Admit card of CBT along with ID proof i.e. Voter ID/Driving License / Passport / Aadhaar Card, 03 coloured photograph copies and a set of photocopy of all document in support of age, caste, qualification, experience, etc failing which you will not be allowed to appear for Skill/Trade Test.

NOTE: GSL will not provide photocopies of any documents. Candidates have to make their own arrangement to get the same. Hence may kindly ensure you carry a set of photo copies of all the relevant documents as mentioned at Sr. No. 1 & 8 at the time of Document Verification.

9) Any kind of Communication/Computation devices i.e. Mobile phone, Pager, Tablet and head set, calculator, etc. will not be allowed in GSL premises.

10) If any candidate is found guilty of any act of misconduct during the examination, he/she will be disqualified from the selection process and no Travelling Expenses will be paid.

11) The Document Verification & Skill/Trade Test will be held on **18.09.2024 (WEDNESDAY)** and may extend subsequent day/days**.** Thus, if required; candidates have to make their own arrangement for boarding, lodging etc. for a day or more at your own expense

12) Canvassing in any form will lead to disqualification.

13) Request for change in date, time and place for the Document Verification / Skill test/Trade test shall not be entertained.

14) Your candidature shall be fully governed as per the terms and conditions mentioned in our advertisement No. 03/2024.

15) You are being called for the aforesaid **Skill/Trade Test on provisional basis** based on the information furnished by you in your online application. However, if it is found that you have furnished false, fabricated or have concealed any information at the time of verification of certificates/documents or subsequently, at any point of time or at any stage if it is found that you are not meeting eligibility criteria your candidature will be rejected and terminated accordingly at any stage.

Date: 03.09.2024
Place: Vasco-da-Gama, Goa