Advt. No. 10/2026

FOR WEBSITE

GOA SHIPYARD LIMITED

SHIPBUILDERS, SHIPREPAIRERS & ENGINEERS
(A Government of India Undertaking-Ministry of Defence)
(ISO 9001-2015, 14001:2015, 45001:2018 Certified Company)
VADDEM, VASCO-DA-GAMA, GOA – 403 802
CIN No U63032GA1967GOI000077

Unmatchable Track Record of Execution & Delivery

GSL is a Schedule 'A' Mini Ratna Category I Company and is engaged in designing and building Ships for Indian Navy, Indian Coast Guard and for other customers including friendly foreign countries. GSL invites **Online Applications** from Indian citizens fulfilling the eligibility requirements, for filling up of the following **Non executive posts** on regular basis. Eligible & Interested candidates are required to apply online through our website www.goashipyard.in

Direct Recruitment: Regular Posts

Sr. No.	Name of the post	No. of Vacancies	Reservation	Pay scales (In ₹) & Grade (Revised)	Upper age Limit as on 31.10.2026 (in years)
1	Assistant Superintendent (Personal Secretary)	02	UR – 02	21000-3%-70000 (S-1)	UR - 36
2	Assistant Superintendent (Stores/Commercial)	02	ST-02	21000-3%-70000 (S-1)	ST-38

*Note: The above vacancies also include backlog reserved vacancies.

A. DETAILS OF POSTS AND TERMS AND CONDITIONS

1. ASSISTANT SUPERINTENDENT(PERSONAL SECRETARY) – 02 VACANCIES

Essential Educational Qualification: Graduate in any discipline with computer typing speed of 30 w.p.m.

Desirable Qualification: Diploma in Secretarial Practice and / or a certificate course in shorthand with speed 80 w.p.m.

Essential Work Experience: 5 years relevant post qualification (after graduation) work experience in Secretarial functions.

Desirable Work Experience: Candidates having working experience with senior level officers in government / public sector companies / private companies as Personal Secretary or providing secretarial assistance shall be preferred. Adequate working knowledge of Konkani / Marathi along with Hindi & English.

2. ASSISTANT SUPERINTENDENT (STORES/COMMERCIAL) – 02 VACANCIES

Essential Educational Qualification: Bachelors of Business Administration (BBA) OR Graduate in any discipline with Diploma in Commercial / Supply Chain Management / Materials management / Logistics management / other relevant qualification equivalent to 01-year Diploma in Material Management from a recognized University / Institute.

Essential Work Experience: The candidate should possess minimum 2 Years Post qualification relevant work experience.

Desirable Work Experience: 2 years Post Graduate Degree / Diploma in Commercial / Supply Chain Management from a recognized University / Institute. Adequate working knowledge of Konkani / Marathi along with Hindi & English.

B. RESERVATIONS:

(i) Candidates from reserved category fulfilling eligibility criteria may also apply for the posts earmarked for UR as per Govt. Rules. Such 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.

(ii) Candidates from reserved category will have to submit caste certificate, in the Prescribed Proforma meant for "Appointment to posts under the Government of India" from the designated authority indicating clearly the candidate's caste, the Act/Order under which the caste is recognized as SC/ST/OBC (NCL) and the Village/Town the candidate is ordinarily a resident of. Candidates from EWS category will have to submit the EWS certificate from the designated authority.

(iii) Candidates under PwBD category will have to submit the disability certificate from the designated authority as stipulated in Rights of Persons with Disabilities Act, 2016 indicating clearly the percentage of disability.

(iv) If the SC/ST/OBC (NCL)/EWS/PwBD certificate has been issued in a language other than English/Hindi, the candidates will be required to

submit a self-certified translated copy of the same either in English or Hindi. GSL reserves the right to verify the genuineness of the certificate and in case it is found to be false penal action will be taken against such candidates as per rules of GSL and Government guidelines as applicable.

(v) Ex-Servicemen/Ex-Agniveer can also apply against the advertised posts subject to fulfilling the eligibility criteria. Their candidature will be considered as per Government guidelines in vogue.

(vi) Concessions & relaxations will be granted to PwBD candidates applying against the said posts. Their candidature will be considered as per Government guidelines in vogue.

C. AGE CRITERIA & RELAXATION:

The upper age limit for eligibility against the post has been specified in the table above. Age relaxation as follows shall be applicable:

i. Relaxation in age will be granted to Ex-Servicemen/Agniveer and PwBD candidates as per existing Government guidelines and as amended from time to time.

ii. Internal candidates will get age relaxation as per GSL rules.

iii. However, as on cut-off date, the maximum age after all age relaxations should not be more than 56 years.

D. CRITERIA FOR SELECTION:

i. The selection process shall consists of Written test, Document Verification and Skill/Trade test.

ii. The written test may be conducted through Computer based Test (CBT) or Pen Paper based Test(PBT) internally/externally based on the number of shortlisted candidates. Written Test will normally consist of 25% General Aptitude and 75% subject/trade related questions.

iii. Selection Parameters(Weightage & minimum qualifying marks):

Written test weightage	Skill test weight age	Minimum Qualifying Marks Written test	
		General	ST*
75%	25%	50%	45%

* where the post is reserved for respective category

E. PLACE OF POSTING

The posting shall be at GSL/any other GSL units/project sites as desired by GSL. However, depending upon project requirements, the candidates are liable to be transferred within different units of GSL. The appointment to the post carries with it the obligation to serve in any department of GSL or on-board ships or in any of the units / work sites/ projects undertaken in any part of India or abroad as the case may be.

F. GENERAL CONDITIONS:

1. The candidates may note that the applications are to be made only through online application system as per the instructions given. Applications made in any other manner shall not be considered and shall be summarily rejected. Management will not be responsible for any application which is not received through online system.

2. Candidates have to clearly declare the complete experience while filling the online application from initial appointment to the cut off date.

3. An application fee of **₹ 200/- (Non-Refundable)** is to be paid online through SBI e-pay (by Debit card/ Credit card/ Net Banking, etc.). Application without prescribed fees shall be liable for rejection. SC/ST/PwBD/Ex-Servicemen candidates are exempted from payment of application fee, as per Government of India rules. No fee is required to be paid by internal candidates who apply for the said posts.

4. Application fee is non-refundable; therefore candidates are requested to verify their eligibility thoroughly before making any payment. The candidature of applicants submitting fee of lesser amount or depositing fee through any other mode other than the prescribed method, will be rejected. The application fee paid by the ineligible candidates shall be forfeited and no correspondence shall be entertained in this regard.

5. Management reserves the right to fill or not to fill the posts and also to fill up future vacancies, if any from the valid panel of selected candidates as per the rules of the company. At the sole discretion of GSL Management the number of vacancies notified may be increased or reduced.

6. Mere fulfilment of qualifications and other requirements as laid down does not entitle a candidate to be called for selection process as applicable for the respective posts in accordance to the GSL rules.

7. Candidates working in Government / Quasi Government / Public Sector Undertaking /Autonomous Bodies must apply through proper channel or produce "**No Objection Certificate"** at the time of selection process without which the candidates will not be allowed for the selection process

and also a document indicating the current pay scale and the date since working in the said pay scale is to be produced.

8. Management reserves the right to transfer any selected candidate in any position as per requirement of Company, irrespective of position he has been originally selected for.

9. Outstation candidates who clear the written test and qualify for the Skill/Trade Test after Document verification only 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. However, SC/ST candidates on being eligible for the written test and on appearing for written test will be reimbursed to and fro 2nd sleeper class rail fare by shortest route from their nearest railway station to GSL only on production of proof of journey (Hard copy of Tickets) as per rules of the Company.

10. Payment of TA shall be made through ECS mode after completion of the selection process only and candidates are expected to bring necessary documents like ECS form, bank pass book copy or cancelled cheque, in case travelling by flight, document of equivalent train fare for journey. Application format along with ECS form is available on our website under the heading **"Notice Board - Careers - Advertisement"**.

11. Candidates having "Wait Listed" tickets for Rail journey are NOT entitled for TA Reimbursement.

12. The Government directives on reservation for SC/ST/OBC/EWS/PWD/Ex-servicemen will be strictly followed.

13. Interim enquiries will not be entertained.

14. Canvassing in any form may lead to disqualification of candidature.

15. Management reserves the right to call for any additional documentary evidence in support of qualification, experience, etc. of the applicants.

16. In case, at any time, it is found that the candidate is not meeting the eligibility criteria, the candidature will summarily be rejected forthwith. In that event, no reimbursement of travelling expenses incurred for attending the Skill/Trade Test will be made. Hence, candidate must ensure that he/she is absolutely meeting the eligibility criteria and other conditions advertised without any deviation.

17. Merely calling of the candidates for the written test/skill test does not confer any right that the candidate fulfils the eligibility criteria mentioned in the Advertisement.

18. Management reserves the right to raise the eligibility criteria for short listing the applications. Management further reserves the right to decide the criteria for screening of applications and internal rules and regulations and / or the procedures as per the past practice will be followed.

19. Management reserves the right to reject the candidature if it is found that false or fabricated information is furnished in the application. The candidate is also liable to be terminated on the basis of false /fabricated information even after his/her selection.

20. Applications received without following the online process will not be entertained. Only ONLINE applications received through GSL recruitment portal will be considered. Applications received without following the online process or through any other mode will not be entertained.

21. Management reserves the right to cancel the advertisement and/or the selection process there under without assigning any reason.

22. Corrigendum, if any, will be uploaded on our website only. Candidates are requested to check our website regularly under the heading **"Notice Board - Careers - Advertisement".**

23. Call letters for selection process will be sent only through E-mail to shortlisted candidates' registered Email ID. The candidates are requested to login to their E-mail Id and check regularly.

24. Information regarding names of shortlisted candidates, date of written test, names/roll number of selected candidates etc. will be hosted on the website under the heading **"Notice Board - Careers - Advertisement"** for which the candidates are requested to visit our website regularly.

25. Management will not be responsible for non receipt of email and loss of their E-mail ID and password.

26. Upper age limit and experience will be considered as on **31.10.2026**.

27. In the event of finding difficulty to apply online you may contact us through Email: **recruitment@goashipyard.com**

28. Applications received contrary to instructions given shall be rejected.

29. For any dispute, the Jurisdiction shall be Goa only.

G. INSTRUCTIONS FOR APPLYING ONLINE

Visit our website www.goashipyard.in and under the link Notice Board-'careers' click the link 'GSL Careers'. Click on 'Apply Now' button and select the post you wish to apply for. You are advised to go through the eligibility criteria and the Terms and Conditions of the advertisement before applying online.

Please keep scanned copy (preferably JPG/PDF format) of the following documents before proceeding to fill up the Online Application:

- Passport size color Photograph with light background (preferably white) without any obstacle covering/obstructing the face and eyes. Size of the file should be below 450 kb.
- Candidate's signature should be on a plain white paper with black ink. The signature should not be digitalized. It should be scanned copy of your own signature on paper with pen. Size of the file should be below 450 kb.
- Scanned copy of SSC certificate as proof of date of Birth not more than 500 kb in size.
- Scanned copy of Educational qualification marksheet & degree not more than 1 Mb.
- Scanned copy of Caste / Disability certificate/ Ex-Serviceman certificate not more than 500 kb.
- Scanned copy of experience certificates not more than 1 Mb.
- Scanned copy of Online Transaction receipt not more than 500 kb.
- Scanned copy of Aadhar Card not more than 500 kb

H. INSTRUCTIONS FOR ONLINE PAYMENT

- After completion of Personal information in online application form the candidates have to fill the Payment details and make the online payment of application fees.
- An **application fee of₹ 200/- (Non-Refundable)** is to be paid online through SBI e-pay (by debit card/ credit card/ net banking etc.). Application without prescribed fees shall be liable for rejection. SC/ST/PwBD/Ex-Servicemen candidates are exempted from payment of application fee, as per Government of India rules. No fee is required to be paid by internal candidates who apply for the said posts.
- After submitting your payment information in the online application form, please wait for the intimation from the server. Do not press back or refresh button in order to avoid double charges.
- On successful completion of the transaction, "Fee receipt" would be generated. Candidates have to download and take print of fee receipt.
- Non-generation of 'Fee Receipt' indicates PAYMENT FAILURE. In case of failure of payment, candidates are adviced to login again and repeat the process payment.

I. OTHER INFORMATION FOR CANDIDATES WITH REGARD TO ONLINE APPLICATION:

i. After filling up the data in the Online Application System and checking the Terms & Conditions check box, on clicking the submit button, the candidate will not be allowed to edit his application details.

ii. After completion of online application form, the candidates are required to mandatorily take print out of auto generated filled in Application Form as the same is required to be produced for subsequent Selection Process.

iii. **Online Application opens from 00.00 hrs on 25.11.2026 and closes at 17.00 hrs on 24.12.2026**.