



A Navratna Company
ISO 9001:2008

भारतीय नौवहन निगम लिमिटेड

(भारत सरकार का उद्यम)

पंजीकृत कार्यालय: शिपिंग हाउस, 245 मादाम कामा रोड, मुंबई - 400 021.

फोन: 91-22-2202 6666, 2277 2000 फैक्स: 91-22-2202 6905 वेबसाइट: www.shipindia.com

The Shipping Corporation Of India Ltd.

(A GOVERNMENT OF INDIA ENTERPRISE)

Regd. Office: Shipping House, 245, Madame Cama Road, Mumbai-400 021. Ph: 91-22 2202 6666, 2277 2000

Fax: 91-22 22026905 • Website: www.shipindia.com



Advt. 07/2018

Technical Superintendents / Base Manager & Technical Assistants on Contract Basis

The SCI occupies the Numero Uno position with its large and diversified fleet, operating in nearly all segments of shipping viz. break-bulk services, container services, liquid and dry bulk services, offshore services and passenger services. The company also mans and manages vessels on behalf of various government bodies. The SCI continues to grow through strategic alliances and new business opportunities.

The Shipping Corporation of India Ltd. Requires Technical Superintendents/ Base Manager and Technical Assistants for Technical & Offshore Services Division. Applications are invited from Technical Superintendents/Base Manager & Technical Assistants on contract basis for a period of Two (2) years, extendable if required by a period of Six (6) months.

A) Technical superintendents/ Base Manager

1) **Job Profile**

Technical Superintendent will be responsible for the following activities for vessels:

- Ensuring that vessels are maintained in a seaworthy and cargo worthy condition, comply with all statutory, national, international, port authority and classification rules and regulations and have valid statutory and class certifications on board at all times.
- Planning and supervising repairs of the vessels, providing shore-based technical support to vessels and providing resources for compliance with the SMS.
- Briefing management level officers regarding the SCI SMS and related matters at the time of joining vessels.
- To provide Technical Briefing to management level officers including operation of vessel in compliance with company's SMS and IMS procedure at the time of joining vessels.
- Advising corrective action for non-conformities, accidents & hazardous occurrences reported by the vessels under your charge and follow up on non-conformities, in consultation with Group In-charge.
- Discussing with Group In-charge and follow up Safety Committee Reports, Master's verification Reports, Master's Review Reports and other reports/suggestions received.
- Co-ordinating activities between Head Office, Regional Office, Owners, Charterers, Agents, ONGC Nhava Shava Base and vessels for technical operations and visits.
- To maintain proper liaison with Class and DGS/MMD for obtaining/ renewal of Class and Statutory Certificates.
- Initiating preventive measures for avoiding Off Hire of the vessels due to Technical reasons.
- Prevention of Detention/Arrest of vessels due to Technical reasons.

- To ensure time bound compliance of all Class and statutory requirements to prevention of Detention/Arrest of vessels due to Technical reasons.
- Timely preparation of dry dock defect list, completion of dry dock repairs within the quoted time / cost and scrutiny of dry dock bills.
- Submitting reports as necessary under MIS.

2) Eligibility Criteria

i) Educational Qualifications

Marine Superintendents – Master (FG) Certificate

Engine Superintendents – MOT 1st Class Certificate

(COCs issued by Govt. of India)

ii) Work Experience

Minimum one (1) year of sailing experience as Master/Chief Engineer.

iii) Age (upper age limit as on 01.09.2018)

Maximum 62 years

Requirements

3 Marine/Engine Superintendents for Technical & Offshore Services Division

3) Location

The location would be Mumbai, however the Company at its discretion may post the officer at any of its offices/projects as per its requirement.

- 4) Remuneration (Salary) :** Consolidated salary of Rs. 1,35,600/- per month. No other perks/ benefits/ allowances shall be admissible. Income Tax will be deducted at source as per prevailing rules.

B) Technical Assistants

1) Job Profile

- To provide technical Assistance to Technical Supt.(Base Manager) in day to work for Smooth operation of MODU as per O & M contract.
- Be responsible for procurement of spares, stores and assist Base manager in Class and Statutory issues of MODU, Sagar Vijay/ Sagar Bhushan.
- Carry out duties such as obtaining approval from ONGC for spares (High Value Spares), tendering for non-OEM spares, etc.
- To process Engine/Deck/Radio spare part and stores as per Indents of the vessel in consultation with Base Manager.

- Process Spares/Stores Indent after due approval from superintendent. Spares Indent to be processed through OEM with clear specification and part codes for obtaining most economical cost quotation.
- Spares supplies from Vendors other than OEM to be obtained after obtaining management approval and inquiry floated on SCI & Govt. Website as per laid down guidelines.
- The quotation/s to be processed as per SCI Purchase manual with concurrence of DFO and ID to arrive at L1 party.
- Management approval is to be obtained for each procurement as per DOPO clause.
- Place order for the spares parts, on getting dispatch readiness from the party, give dispatch instructions accordingly.
- Liaison with supplier for dispatch of Spares and monitor arrival for SCI empanelled CHA to clear spares and delivery onboard.
- Make online payment for Octroi as advised by clearing agent. After getting vouchers signed by requisite officers, handover the vouchers to cash dept. for preparing pay order. Hand over the pay order to clearing agent.
- The Spares /Stores invoice received to be duly scrutinised, verified with delivery receipt duly signed and stamped by Chief Engineer/Master and passed to bills dept for payment to the supplier.
- All records of Stores and Spares parts documents such as EC (Essential Certificate), monthly spare parts status report to ONGC and forward fitment certificate.
- All the above works of Spares procurement process are carried out in SAP System under MM Module.
- To carry out any other work given by the base manager Group Head /Departmental Head for smooth running of the assigned vessel

2) Eligibility Criteria:

- I) B.E. (Mechanical)
- II) Well versed with working in English for drafting of letters to various parties and Administration.
- III) Work Experience in PSU or similar organization for 1 year.
- IV) **Age (upper age limit as on 01.09.2018)**
Maximum 45 years

3) Requirements

3 Technical Assistants for Offshore Division

4) Location

The location would be Mumbai, however the Company at its discretion may post the officer at any of its offices/projects as per its requirement.

- 5) Remuneration (Salary):** Salary: Consolidated salary of Rs. 60,000/- per month. No other perks/ benefits/ allowances shall be admissible. Income Tax will be deducted at source as per prevailing rules.

C) Terms and Conditions

- (i) Period of contract: 2 years extendable by 6 months.
- (ii) Posting: The posting is in Mumbai, however the Company at its discretion may post the officer at any of its offices/projects as per its requirement.
- (iii) Leave: 30 days leave per year and prorata for the period of extension.
- (iv) Accommodation: No company accommodation will be provided to the officer during the period of contract.
- (vi) The officer will not be eligible for Company's medical benefits. However, they will be covered under the company's Group Insurance Scheme in existence for accidents at workplace.
- (vii) Termination: The contract may be terminated by either side by one calendar month's notice or payment of notice pay in lieu thereof. However, the Corporation shall reserve the right not to accept resignation/notice of termination should the circumstances so warrant i.e. the disciplinary proceedings are pending or are contemplated against the officer.

D) Selection Process

Walk-in interviews are scheduled on **25th Oct, 2018**. Reporting time will be **10:00 am**. The Company reserves the right to increase/decrease the number of vacancies as per the need or cancel the advertisement itself without any notification.

E) How to Apply

Please carry your curriculum vitae in the prescribed format. The candidates are requested to carry a copy of the duly filled-in attached bio-data form along with the certificates (Original + 1 set photocopy) on the day of the interview. Following documents would be required i.e proof of Date of Birth, proof of qualification, copy of COC and copy of CDC.

1. Venue: The Shipping Corporation of India Limited, Shipping House, 17th Floor Cafeteria, 245, Madame Cama Road, Nariman Point, Mumbai – 400021
2. Contact person & Contact Details:
Ms. Varsha S. Iyer, DM (P)- 022772576

Mr. Nilesh Hiremath AM(P)- 022772594

APPLICATION FORMAT

Application for the post of Technical Superintendent/Technical Assistants

1. Name (*Surname first*) :

2. Date of Birth (dd-mm-yyyy) :

3. Permanent Address :

4. Telephone Number/Mobile :

5. Address for Communication :

6. Category (Gen/SC/ST/OBC) :

7. Mobile number :

8. E-mail :

9. Details of Educational :

Qualifications

10. Details of Professional :

Qualifications

11. Work Experience :

12. Sailing Experience as :

Master/ Chief Engineer Officer :

Place :

Date :

Please affix
your recent
passport size
photograph

Signature of Candidate