एस सी आई
SCI
Navratna Company
(ISO 9001:2015, ISO 14001:2015 & ISO 45001:2018 Certified)

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 6

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
सीआईएन/CIN-L63030MH1950GOI008033

RECRUITMENT FOR THE POST OF ASSISTANT MANAGERS (E2) & EXECUTIVES (E0)
(ADVERTISEMENT NO: 06/2025)

Online Registration: 06/09/2025 to 27/09/2025

The Shipping Corporation Of India Ltd., a Navratna PSU, is the largest and premier Indian shipping which has a significant presence on the global maritime map. It occupies the Numero Uno position with its diversified fleet, operating in nearly all segments of shipping viz. Container, liquid and dry bulk, offshore, gas, passenger and break-bulk services. The Company also mans and manages vessels on behalf of various Government bodies and it continues to grow through strategic alliances and new business opportunities.

SCI invites online applications from Indian nationals for the following posts at the level of Assistant Manager (E2) and Executive (E0).

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1. VACANCY DETAILS

Assistant Manager (E2)			
S.No.	**Stream**	**No. of Posts**	**Qualification Required**
1	Management	20	2 years full-time MBA /MMS/ Equivalent course/ Post Graduate Degree or Post Graduate Diploma in Business Management / Management/ Shipping/ Logistics/ Maritime/ Supply Chain Management/ International Trade/ Foreign Trade / Finance from a UGC/ AICTE recognized University/Institute/College with minimum of 60% marks.
2	Finance	8	Qualified Chartered Accountant (CA) from Institute of Chartered Accountants of India (ICAI) along with completion of mandatory Articleship and Membership of ICAI OR Qualified Cost Accountant (CMA) from ICMAI (Institute of Cost Accountants of India) along with completion of mandatory Articleship and Membership of ICMAI.
3	HR/ Personnel	4	2 years full-time MBA/ MMS/ Post Graduate Degree or Post Graduate Diploma/ Equivalent course with specialization in Personnel Management/ HRD/ HRM/ Industrial Relations/ Labour Welfare from a UGC/ AICTE recognized University/Institute/College with minimum of 60% marks.
4	Law	2	Full-time degree in Law (3 years after graduation / 5 years after 12th standard) from a UGC/BCI recognized University/Institute/College with minimum of 60% marks.
5	Engineering (Civil)	2	4 years full time Bachelor's Degree in Civil Engineering/ Equivalent course from a UGC/AICTE recognized University/Institute/College with minimum of 60% marks.
6	Engineering (Electrical)	2	4 years full time Bachelor's Degree in Electrical Engineering/ Equivalent course from a UGC/AICTE recognized University/Institute/College with minimum of 60% marks.
7	Engineering (Mechanical)	8	4 years full time Bachelor's Degree in Mechanical Engineering/ Equivalent course from a UGC/AICTE recognized University/Institute/College with minimum of 60% marks.
8	Engineering (Information Technology)	3	4 years full time Bachelor's Degree in Information Technology/ Computer Science/ Equivalent course or 2 years full time Master of Computer Applications (MCA) from a UGC/ AICTE recognized University/Institute/College with minimum of 60% marks.
9	Fire & Security	2	4 years full-time Bachelor's Degree in Fire & Safety Engineering from UGC/AICTE recognized University/Institute/College with minimum of 60% marks.
10	Naval Architect	2	4 years full-time Bachelor's Degree in Naval Architecture from a UGC/AICTE recognized University/Institute/College with minimum of 60% marks.
11	Company Secretary	2	Qualified Company Secretary (CS) from Institute of Company Secretaries of India (ICSI) along with completion of mandatory Articleship and membership of ICSI.
Total		**55**	

Executive (E0)			
S.No.	**Stream**	**No. of Posts**	**Qualification Required**
1	Finance	10	3 years full-time BBA/ BMS/ Bachelor's degree/ Equivalent course with specialization in Finance and/or Accounts from UGC/AICTE recognized University/Institute/College with minimum of 60% marks.
2	HR/ Personnel	6	3 years full-time BBA/ BMS/ Equivalent course with specialization in Personnel Management/ HRD/ HRM/ Industrial Relations/ Labour Welfare from UGC/AICTE recognized University/Institute/College with minimum of 60% marks.
3	Mass Communication	2	3 years full-time BBA/ BMS/ Bachelor's degree/ Equivalent course with specialization in Mass Communication from UGC/AICTE recognized University/Institute/ College with minimum of 60% marks.
4	Hindi	2	(a) Master's Degree from a recognized university in Hindi with English as a compulsory or elective subject or as the medium of examination at the degree level; OR (b) Master's Degree from a recognized university in English with Hindi as a compulsory or elective subject or as the medium of examination at the degree level; OR (c) Master's Degree from a recognized university in any subject other than Hindi or English, with Hindi medium and English as a compulsory or elective subject or as the medium of examination at the degree level; OR (d) Master's Degree from a recognized university in any subject other than Hindi or English, with English medium and Hindi as a compulsory or elective subject or as the medium of examination at the degree level; OR (e) Master's Degree from a recognized university in any subject other than Hindi or English with Hindi and English as compulsory or elective subjects or either of the two as a medium of examination and the other as a compulsory or elective subject at degree level.
Total		**20**	

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Abbreviations:
AICTE – All India Council for Technical Education
UGC – University Grants Commission
BCI – Bar Council of India

Note:

(i) For the post of Assistant Manager (E2), minimum of one (1) year experience in related field is desirable.

(ii) For the post of Assistant Manager (E2) in Law Stream, Company Secretary (CS) Qualification is desirable.

(iii) For the post of Executive (E0), minimum of one (1) year post-qualification experience in related field is mandatory.

(iv) For both Assistant Manager (E2) and Executive (E0), working knowledge of Computers including MS – Office is essential.

(v) For the post of Assistant Manager (E2), candidates who have appeared for their final exam in 2025 and awaiting final results are eligible to apply provided they will be able to produce their completion certificate with requisite qualification criteria as mentioned above, prior to the stage II of the recruitment process i.e. Group Discussion (GD).

(vi) Candidates may please note that for the post of HR/Personnel, Masters in Social Work shall not be applicable as being equivalent to MBA/ MMS/ Post Graduate Degree/ Post Graduate Diploma in Personnel Management/ HRD/ HRM/ Industrial Relations/ Labour Welfare.
(vii) For Universities/ Institutes/ Colleges which do not give a specialization in qualifying degree, specialization in the relevant subject needs to be certified by the University/ Institute/ College. Candidates possessing 2 years PGDM (Full time) from IIMs and IITs are not required to submit such certificate from the Institutes.
(viii) In case Universities/ Institutes/ Colleges give a Major and a Minor specialization, the Major specialization should be in the stream applied for. In case of dual specialization, at least one of the dual specializations should be in the stream applied for.
(ix) It may be noted that an applicant can apply in only one stream of each vacancy type i.e. Assistant Manager (E2) and Executive (E0). Candidates with multiple applications in one vacancy type will be rejected.
(x) Candidates applying on the basis of equivalent course (any stream), shall have to self-certify at the time of online application that the course completed by them is equivalent to the vacancy/stream requirement against which the application is submitted. If shortlisted for further process, candidates shall be have to submit documentary evidence from relevant Authority indicating the equivalence of their course to the vacancy/stream against which the application is submitted. Candidates are advised to take advance action in procuring the relevant documentary evidence.
(xi) Candidates should have acquired minimum 60% marks or equivalent CGPA/OGPA (as applicable) for all streams, which is relaxable by 5% for SC/ST/PwBD candidates. For candidates whose essential qualification is CA/CMA/CS, successfully passing the ICAI/ICWAI/ICSI examination is required.
(xii) Calculation of percentage of marks in qualifying degree will be as per University/ Institute/ College rules.

Distribution of vacancies:
Reservation of posts for SC, ST, OBC-NCL, EWS and PwBD (with degree of disability 40% or above) are as per Government Directives. Category-wise vacancy distribution is as given below. The reservation given below has been considered taking into account excess /shortfall in the respective categories and the advertised vacancies.

	Pay Scale	
	Rs. 50,000-1,60,000 (E2)	**Rs. 30000-120000 (E0)**
Unreserved (UR)	25	10
Scheduled Caste (SC)	6	3
Scheduled Tribe (ST)	4 (2 backlog vacancies)	1
Other Backward Class – Non creamy (OBC-NCL)	14	5
Economically Weaker Sections (EWS)	6	1
Total	**55***	**20****

* Of the total vacancies for Assistant Manager (E2), 2 posts are reserved for PwBD.
** Of the total vacancies for Executive (E0), 1 post is reserved for PwBD.

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Note:
The following Persons with Benchmark Disabilities (PwBD) categories will be considered for the post of Assistant Manager and Executive:
(a) Blindness and low vision;
(b) Deaf and hard of hearing;
(c) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy;
(d) Autism, intellectual disability, specific learning disability and mental illness;
(e) Multiple disabilities from amongst persons under Clauses (a) to (d) including deaf-blindness.

2. AGE

(i) Maximum age of applicant as on 01st August, 2025 is twenty seven (27) years for both Assistant Manager (E2) and Executive (E0). In case due to administrative reason the last date of the application has to be extended, the crucial date for determining of eligibility shall remain the same.
(ii) Maximum age limit is relaxed by 5 years for SC & ST, 3 years for OBC-NCL, 10 years for PwBD (UR/EWS), 13 years for PwBD (OBC-NCL) and 15 years for PwBD (SC/ST) candidates.
(iii) The OBC candidates who belong to "Creamy Layer" are not entitled for concession admissible to OBC-NCL candidates and such candidates will have to indicate their category as Unreserved (UR).
(iv) Maximum age limit is relaxed by 5 years for Ex-servicemen (ESM) & Commissioned Officers (including ECOs/ SSCOs) subject to rendering minimum 5 years Military service and fulfilment of other conditions prescribed by Govt. of India {Ref: DoPT OM No.36034/2/2013-Estt.(Res.) dated 8th April, 2013}.
(v) Maximum age limit is relaxed by 5 years for candidates domiciled in Jammu & Kashmir between 01.01.1980 and 31.12.1989.
(vi) Maximum age limit is relaxed by 5 years for Widows, divorced women and Women judicially separated from their husband and not re-married, 1984 Riot victims, Dependents of Ex-Servicemen (ESM) killed in Action (UR/EWS).
(vii) Maximum age limit is relaxed by 8 years for Widows, divorced women and Women judicially separated from their husband and not re-married, 1984 Riot victims, Dependents of Ex-Servicemen (ESM) killed in Action (OBC-NCL).
(viii) Maximum age limit is relaxed by 10 years for Widows, divorced women, and Women judicially separated from their husband and not re-married, 1984 Riot victims, Dependents of Ex-servicemen (ESM) Killed in Action (SC/ST).
(ix) Internal candidates can apply for this recruitment. They will not be given any relaxation for the period of service. If selected, they will be placed at the minimum of the pay scale.

3. EMOLUMENTS AND BENEFITS

The candidates selected for the post of Assistant Manager will be placed in the E-2 pay scale of Rs.50,000 - Rs.1,60,000 at the minimum of pay scale. The candidates selected for post of Executive will be placed in the E0 pay scale of Rs.30000- 120000 at the minimum of pay scale. The candidates will be entitled to Basic Pay, DA, HRA, Allowances/ Perks, PRP and superannuation benefits in accordance with the prevailing pay structure.

4. PLACE OF POSTING

The selected candidates will be posted in Mumbai or any of the Regional offices. However, candidate may be may transferred / deputed / assigned to work in / for any of SCI's Divisions / Branch Offices / Departments, JVs, Subsidiaries, other entities under service agreements etc. at the discretion of the Corporation.

5. VERIFICATION

The candidature of the shortlisted applicant would be provisional and subject to subsequent verification of Educational qualification, Character and Antecedents, Caste certificate, EWS certificate etc. as applicable.

6. PROBATION CUM TRAINING PERIOD

There will be a probation cum training period of one year. On successful completion of probation cum training, the officer will be confirmed in the services of the organization subject to completion of the verification process.

7. DATE OF RECKONING ELIGIBILITY CRITERIA

The cut-off date for determining eligibility criteria in respect of experience and age shall be 01.08.2025 and will remain unchanged irrespective of any reason whatsoever.

8. APPLICATION FEE

UR/OBC-NCL/EWS candidates will be required to pay a non-refundable application fee of Rs.500/- and SC/ST/PwBD/ESM candidates a non-refundable fee of Rs.100/- only as intimation fee. The Application/ Intimation Fee is inclusive of the GST of 18%. Online Application Form submitted without the requisite Application / Intimation Fee shall be summarily rejected and no refund shall be admissible in such cases.

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9. ACCOMMODATION AND REIMBURSEMENT OF TRAVEL FARE

Candidates will have to make their own arrangement for stay for the selection process. SC/ST/PwBD Candidates called for Final Selection Process (Group Discussion and Personal Interview) shall be reimbursed 2nd class train fare for any mode of travel from their correspondence address/place of work in India to Mumbai on production of actual tickets by the shortest route. (PwBD category candidates will be reimbursed travel cost as above & for one attendant wherever applicable, as per Govt. guidelines). Local Travel cost, if any, shall be borne by the candidates.

10. TERMINATION

During the probation period, appointment/employment may be terminated by either side by one calendar month notice or payment of notice pay in lieu thereof. After confirmation on contract, appointment/employment may be terminated by either side by three calendar months' notice or payment of notice pay in lieu thereof. However, the Corporation reserves the right not to accept resignation/notice of termination from the candidate should the circumstances so warrant i.e. the disciplinary proceedings are pending or are contemplated against the candidate.

11. MEDICAL

The appointment of selected candidates will be subject to their being declared medically fit by the approved Hospital and by Medical officer of the Corporation. The medical examination will be conducted at Mumbai.

12. NO OBJECTION CERTIFICATE (NOC)

No NOC for external employment will be provided to the appointed candidates during the first three years of service. Issuance of NOC for candidates appointed in SC/ST category will be governed by the directives issued by Government from time to time.

13. SELECTION PROCESS: The selection process will consist of three stages.

Stage I: Online Exam (OE)

(i) Candidates who fulfil the eligibility criteria will have to appear for an Online Exam which will be conducted in 6 cities i.e. Mumbai (including Thane and Navi Mumbai), Chennai, Kolkata, Delhi & NCR, Bengaluru and Guwahati.

(ii) Candidates will be required to provide 3 centres of their choice in preferential order. The centres will be allotted on first come first serve basis and in case the centres in particular city are filled the candidates will be allotted centres in cities in their preferential order.

(iii) Candidates will be allowed to appear in the online examination based on the data provided in the application form and after preliminary scrutiny of documents uploaded. However, a detailed verification will be done for the shortlisted candidates prior being allowed to participate in Stage II of the selection process.

(iv) Candidates will have an option to undertake the exam in English or Hindi except the English Language section.

(v) Necessary assistance for access & seating will be provided to PwBD candidates at the Online Exam centre.

(vi) The scheme of Online Exam will be as follows:

For E2 – Assistant Manager

Subject		No. of questions	Maximum Marks	Duration in minutes
A	**Core Domain/Professional Knowledge**	50	50	Time of 120 minutes to be given for answering composite 120 questions
B	**Aptitude Test**			
(i)	Quantitative Aptitude	10	10	
(ii)	Logic and Reasoning	10	10	
(iii)	General Awareness & Current Affairs	10	10	
(iv)	English language & reading comprehension	10	10	
(v)	Computer Knowledge	10	10	
C	**Psychometric Test**	20		
	TOTAL	**120**	**100**	

For E0 - Executive

Subject		No. of questions	Maximum Marks	Duration in minutes
A	**Aptitude Test**			
(i)	General English	20	20	Time of 120 minutes to be given for answering composite 120 questions
(ii)	General Knowledge	20	20	
(iii)	Quantitative Aptitude	20	20	
(iv)	Logical reasoning	20	20	
(v)	Computer Knowledge	20	20	
B	**Psychometric Test**	20		
	TOTAL	**120**	**100**	

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(vii) There will be negative marking of 0.25 for Core Domain/Professional Knowledge and Aptitude test.
(viii) In Stage I, shortlisting in case of Assistant Manager (E2) will be on the basis of the total score of Core Domain/Professional Knowledge and aptitude test.
(ix) In Stage I, Shortlisting in case of Executive (E0) will be on the basis of scores of Aptitude test.
(x) In case of a tie in Online Exam score, all the candidates with the same score will be called for the Stage II.
(xi) In case of wrong Question/Answer options, marks will be awarded to all the candidates irrespective of the question being attempted or not. The same will also be notified on our website.
(xii) In case of any difference in interpretation between the Question paper in English and Hindi the English version shall prevail.

Stage II: Group Discussion (GD)
(i) Candidates will be shortlisted after the Online Exam for final selection process in the ratio of 1:6 for Stage II.
(ii) The Document verification will be done prior to the candidates being allowed to participate in Group Discussion and Personal Interview. At this stage the qualification marks, caste certificate, disability (PwBD) certificate, date of birth, EWS certificate etc. as applicable, will be verified.
(iii) Group Discussion will be an elimination process. Candidates scoring 60% and above will be shortlisted for the Personal Interview round.

Stage III: Personal Interview (PI)
(i) The weightage will be in the ratio of 70:10:20 respectively for Online Exam, Group Discussion and Personal Interview.
(ii) Personal Interviews will be conducted for candidates who have been shortlisted in the GD.
(iii) Personal Interview will be an elimination process. Candidates scoring 70% and above will be shortlisted.
(iv) In case of tie in final scores, following criteria shall be adopted in sequence for deciding position of merit list:

a. Candidate with higher marks in Online Exam.
b. Candidates date of birth (candidate with earliest date of birth will be placed higher in the merit list).

14. The documents will be verified before the candidates are allowed to participate in the Group Discussion and Personal Interview. Candidates shortlisted for Stage II will have to carry with them all original certificates and photocopies of following documents:
(i) Educational qualification mark sheet (All Semesters appeared/cleared) and Completion Certificate.
(ii) CGPA/OGPA or Letter Grade conversion to percentage Letter from University/Institute.
(iii) Experience Certificate (if any) for Assistant Manager (E2) and minimum one (1) year experience certificate for Executive (E0).
(iv) Caste Certificate/Non-creamy layer certificate (Central Govt. Format for purpose of reservation in appointment to the posts under Govt. Of India/Central Government/ Public sector Undertakings) in English.
(v) Disability (PwBD) Certificate.
(vi) Any other certificate, as applicable.
(vii) Date of Birth proof (Birth Certificate / School Leaving Certificate).
(viii) Membership Certificate for CA/CMA/CS qualified candidates.
(ix) Identity Proof (AADHAAR/PAN/Passport/Election Photo Identity Card/Driving License).
(x) Copy of Online Form.

15. Candidates presently employed in PSUs/Central/State Govt./PSBs/Autonomous Bodies will be required to produce NOC at the time of Interview. The documents will be verified prior to the candidates being allowed to participate in the Group Discussion.

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16. At any stage of the selection process, in the event the information furnished is found to be incorrect/false the candidature will be rejected. The Corporation reserves the right to disallow a candidate to appear for the Group Discussion, in case the Caste Certificate is found to be invalid. If the Caste Certificate/Disability (PwBD) Certificate is in vernacular language, an English version of the same duly attested by a Gazetted officer or a person holding equivalent rank must be submitted.

17. Candidates must produce an attested copy of Caste Certificate issued by Competent Authority in the prescribed format as prescribed by Government of India (Central Government format only) in English.

18. Candidate will appear for the Online Exam and/or Group Discussion/ Personal Interview at their own risk and SCI will not be responsible for any injury or losses etc. of any nature.

19. Management reserves the right to cancel/ restrict/ modify/ alter the selection/ recruitment process at any stage, without issuing any further notice or assigning any reason thereafter.

20. RESERVATION & RELAXATION

(i) Candidates belonging to OBC category but falling under creamy layer and/ or if their caste does not find place in the Central List are not entitled to OBC reservation. They should indicate their category as Unreserved in the application form.

(ii) The candidates applying against the vacancies reserved for OBC should note that they have to produce a valid Caste Certificate in support of their belonging to OBC community in the central list of OBC issued by Government of India, in prescribed format for this purpose and not Educational purpose so as to prove that they do not belong to "Creamy Layer" of OBCs. OBC Certificate containing "Non-Creamy Layer" Clause should be issued after 01st April, 2025.

(iii) Government of India Directives on reservation and relaxation as applicable for SC/ST/OBC/PwBD/ Ex-servicemen candidates will be followed.

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(iv) The selected candidates will be required to submit the Caste Certificate/PwBD Certificate in Original, as per the format prescribed by the Government of India for appointment to the posts under Govt. Of India/Central Government/ Public sector Undertakings in English. Hence, candidates are advised to take advance action in procuring the same.

(v) The Corporation reserves the right to disallow a candidate to appear for the GD/PI in case the Caste Certificate is found to be invalid.

(vi) In case of PwBD, the degree of disability should be a minimum of 40%. The candidate should possess valid Certificate of Disability (PwBD) Certificate to this effect in the prescribed format obtained from a notified authority by Government of India/ State Government.

(vii) If the Caste Certificate/ Disability (PwBD) Certificate is in vernacular language, an English version of the same, duly attested by a Gazetted officer or a person holding equivalent rank, must be submitted.

(viii) Candidates must produce an attested copy of Caste Certificate/ Disability (PwBD) Certificate issued by Competent Authority in the prescribed format as prescribed by Government of India (Central Government format only) for purpose of reservation in appointment to the posts under Govt. Of India/Central Government/ Public sector Undertakings in English.

(ix) Candidates belonging to Ex-Serviceman category shall submit the documents issued in this regard by the Competent Authority.

(x) Candidates claiming any relaxation in age against any other category shall submit the documents issued in this regard.

21. HOW TO APPLY

Candidates are requested to read the complete instructions hereunder before proceeding to fill in the application form.

(i) Candidates are required to apply online through SCI's website: www.shipindia.com>Careers>Shore> Current Recruitment> Recruitment of Assistant Managers and Executives. Applications sent by any other means/mode will not be entertained.

(ii) Candidates are advised to apply after carefully going through the detailed advertisement and instructions placed on the Company's website. All fields must be filled carefully with correct details. Hence, candidates applying for the posts advertised should ensure that they fulfil all the eligibility criteria. Candidates should note down their unique registration number that is generated after applying, and quote the same in all future correspondence.

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(iii) In the online form all the fields marked with red asterisk (*) are compulsory fields. If the form is successfully submitted a confirmation email will also be received by the candidate.

(iv) Educational Qualifications from Institutions/Colleges and Universities/Deemed Universities should be duly recognized by AICTE/UGC/BCI (as applicable). Wherever CGPA/OGPA or Letter Grade in a degree is awarded, equivalent percentage marks should be indicated in the online application (as per norms adopted by the University/Institute/College). No rounding off of percentage would be allowed i.e. 59.99% will be treated as less than 60%. Where no norms have been specified, the CGPA/OGPA will be presumed to have been provided on a 10 point scale. The candidate will have to produce a copy of these conversion norms/no norms with respect to his/her University/Institute at the time of Group Discussion.

(v) Candidates are required to upload the scanned copies of following documents, as may be applicable, while filling the application form and as per the instructions contained therein:

a) Educational qualification mark sheet/Completion Certificate.
b) CGPA/OGPA or Letter Grade conversion to percentage Letter from University/Institute.
c) Experience Certificates.
d) Caste Certificate/Non-creamy layer certificate (Central Govt. Format only).
e) Disability (PwBD) Certificate.
f) Any other certificate, as applicable.
g) Date of Birth proof (Birth Certificate/School Leaving Certificate).
h) Membership Certificate for CA/CMA/CS qualified candidates.
i) Identity Proof (AADHAR/PAN/Passport/Election Photo Identity Card/Driving License).
j) Candidates are also required to upload their Photo and Signature. The image file should be JPG format. The size of Photograph and Signature should be 20-100 KB and other documents should be 100-300 KB. Applications with illegible or blurred images will be rejected. The application is not completed until the Photo and Signature as specified are uploaded.

(vi) After submitting the application form, an e-mail for confirmation will be received by the candidates on the e-mail id declared in the application form.

(vii) Once the application form is submitted, no editing/modification of master data is possible or will be entertained.

Candidates are required to furnish a valid e-mail and current telephone/mobile numbers which are to be entered in the Online Application Form. All intimations to the candidates regarding the recruitment/selection process shall be provided by SCI through this e-mail. They are further requested to check regularly the Corporation's website and their e-mail for any communication from the SCI. SCI will not be responsible for failure of delivery of e-mail sent to the candidate.

(viii) Candidates should visit the SCI's website to download the online test Admit Card for eligible candidates. The admit card can be downloaded from www.shipindia.com>Careers>Shore> Current Recruitment> Recruitment of Assistant Managers and Executives as per the schedule. The Admit Card will bear the candidates full name, unique registration number, category and the test centre. Space will be provided to affix a passport size photograph. The candidate is required to carry this Admit Card to the test centre and the same will be submitted to the supervisor after admission into the test centre. Details/requirements pertaining to the Online Test will be mentioned on the Admit Card.

(ix) It may be noted that an applicant can apply in only one stream of each vacancy type i.e. Assistant Manager (E2) and Executive (E0). Candidates with multiple applications in one vacancy type will be rejected.

22. GENERAL INFORMATION

(i) Indian Nationals only need to apply.

(ii) All queries pertaining to recruitment including selection process may be addressed to Support Team only through an e-mail at support@onlineapply.ind.in.

(iii) After selection, the waitlist panel will be valid for a period of one year from the date of finalization and shall be applicable in case of selected candidates not joining for any reason or selected candidates separating from the organization. In other words waitlist panel will be used only for vacancies caused in the said recruitment.
(iv) Candidates are advised in their own interest not to furnish any particulars that are false, tampered, fabricated or suppress any information while filing up the application form or during the verification process. In any such case, the candidature/appointment made shall be treated as null/void at any stage in the selection process.
(v) Candidates are advised to regularly check their e-mail and the Corporation's website for information.
(vi) SCI, at various stages, may capture photo/ thumb impression of the candidates for verification of genuineness of the candidates at 3 stages i.e. Online Exam, GD and Interview stage and at the time of joining in SCI. Candidate will ensure that the correct impression is captured at various stages and any inconsistency will lead to rejection of the candidature. In case of any candidate found to be not genuine, apart from taking legal actions against him/her, his/ her candidature will be cancelled. As such, they are advised not to apply any external matter like mehndi, ink, chemical, etc. on their hands. Decision of Biometric data verification Authority with regard to its status (matched or mismatched) shall be final and binding upon the candidates.
(vii) The short listing of candidates for the final selection process shall be at the discretion of the Corporation and the decision in this matter will be final and binding.
(viii) SCI will not bear any liability on account of salary/leave salary/gratuity/pension contributions etc., if any of previous employment of any candidate already working in Government/Public Sector Undertakings.
(ix) The decision of SCI Management regarding eligibility criteria, acceptance or rejection of applications to the post etc. shall be final and binding on all candidates. Mere fulfilment of the minimum qualification, experience and job requirement will not vest any right on candidates for being called for document verification/Interview.
(x) Any corrigendum /addendum to this advertisement will be displayed only on the Company's website www.shipindia.com>Careers>Shore> Current Recruitment> Recruitment of Assistant Managers and Executives section only. So candidates are advised to keep checking the Company's website regularly for any update.

Furnishing of wrong/false information will lead to disqualification and SCI will not be responsible for any of the consequences of furnishing such wrong/false information. The candidates must satisfy themselves of the suitability for the position to which they are applying. If at any stage during the recruitment and selection process or after joining the Corporation, it is found that the candidates have furnished false or wrong information; their candidature/appointment will be cancelled. Canvassing in any form during any stage of recruitment process will lead to cancellation of candidature. Court of jurisdiction for any dispute will be at Mumbai.

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