



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 फेक्स: 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

सीआईएन/CIN-L63030MH1950G0I008033

Requirement of Three (3) Technical Superintendents and Two (2) Technical

Assistants on Contract for SCI – Sri Vijaya Puram (Advt. No. HR 03/2025)

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

SCI invites applications from eligible Indian nationals for the below mentioned position. The eligibility criteria and details of the post are as follows:

(1) DETAILS OF VACANCY

Post	No. of Vacancies	Period of Contract	Monthly Pay (Consolidated)
Technical Superintendent (Master Mariner)	1	2 years, extendable twice by 6 months each	1 st Year: Rs. 1,55,000/- 2 nd Year: Rs. 1,70,500/- 3 rd Year: Rs. 1,87,550/- (in extended tenure)
Technical Superintendent (Chief Engineer)	2	2 years, extendable twice by 6 months each	1 st Year: Rs. 1,55,000/- 2 nd Year: Rs. 1,70,500/- 3 rd Year: Rs. 1,87,550/- (in extended tenure)
Technical Assistant	2	2 years, extendable twice by 6 months each	Rs. 72,000/-

(2) SELECTION CRITERIA (ESSENTIAL)

Post	Age (Upper Limit) as on 01.03.2025	Qualification as on 01.03.2025
Technical Superintendent (Master Mariner)	55 Years	Master FG OR Master (NCV) COC issued by Govt. of India
Technical Superintendent (Chief Engineer)	55 Years	MEO Class I FG OR MEO Class II FG OR MEO Class III NCV (CEO) – COC's issued by Govt. of India
Technical Assistant	45 Years	Full time regular B.E. / B.Tech in Mechanical Engineering OR Marine Engineering from AICTE approved/UGC recognised University



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(3) JOB PROFILE

(a) Technical Superintendent (Master Mariner/ Chief Engineer)

The job description of Master Mariner / Chief Engineers will be as below but not limited to the following:

As Technical Superintendent

1. Supervise the Master and Chief Engineer Officer of assigned ships.
2. Ensure that vessels under his charge are maintained in a seaworthy and cargo worthy condition.
3. Ensure that vessels under his charge comply with all statutory, national, international, port authority and classification rules and regulations.
4. Ensure that vessels under his charge have valid statutory and class certificates on board at all times.
5. Plan and supervise repairs of the vessels under his charge.
6. Provide shore-based technical support to vessel under his charge.
7. Provide resources to vessels under his charge for compliance with SMS.
8. Brief management level officers regarding the SCI SMS related matters at the time of joining vessels.
9. Advise corrective action for non-conformities, accidents, near miss / hazardous occurrences reported by the vessels under his charge and follow up on non-conformities, in consultation with Group In- charge.
10. Discuss with Group In- charge and follow up Safety, Health and Environmental Committee (SHEC) Reports, Master's Verification Reports, Master's Review Reports and other reports/suggestions received from vessels under his charge.
11. Co-ordinate the risk assessments activities, for reasonably foreseeable risks and review/approve same, in consultation with Group I/C, as and when received from the ships under his charge and maintain records thereof.
12. Monitor technical performance and ensure timely external audits for obtaining SMC of the vessel under his charge and compliance with the SMS.
13. Assess condition of hull, shipboard equipment and performance of ships assigned to him through ships returns and also through visits to vessels, at least once in six months.
14. Conduct Safety, Health and Environmental Committee (SHEC) meetings, during ship visits and maintain records as applicable.
15. Co-ordinate activities between Head Office, Regional Office, Owner's / Charterer's Agents and vessels for technical operations of vessels under his charge.
16. Carry out root cause analysis (wherever applicable), in consultation with ship personnel, for deficiencies identified during FSI/PSC inspections and NCs raised during SMS audits.
17. Be a part of emergency response team in any emergency relating to vessel's safety and shall function under instructions of the Group I/C.



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18. As per requirement of the Company, the technical superintendent may be required to sail on board vessel.
19. As per requirement of the Company, during the dry docks of the vessel or in repair yard, the technical superintendent is required to be physically present and if required to enter inside the tanks and hatches for the vessel for proper repair monitoring / survey.
20. Technical Expertise - In depth knowledge of marine Engineering systems, vessel operations and maritime regulations.
21. Management skills - Ability to lead and manage teams, oversee vessels maintenance and repairs and handle budgets
22. Communication skill - Excellent written and verbal communications to interact with crew, shore based staff and regulatory bodies.
23. Problem solving - Strong analytical and problem solving skills to address technical issues and operational challenges.
24. Regulatory knowledge - Understanding of international maritime regulations, safety standards and environmental requirements.
25. Any other duties, onshore or offshore, as per the requirement of SCI.

(b) Technical Assistant

The job description of Technical Assistant will be as below but not limited to the following:

1. Spares & Stores Indent processing for CRC vessels.
2. Assistance to technical Superintendents in day to day activities.
3. Maintaining of Safety Management System (SMS) documentation of vessels, monthly and quarterly reports, and ISM ashore documents as shore office.
4. Assist to supdt for preparation of management notes and issuance of purchase order to service vendors.
5. Goods Received (GR) punching in SAP & Danaos for service and stores Purchase Orders (POs).
6. PDA and FDA processing and vessel's voyage related activities in Danaos.
7. Monthly fuel oil data documentation in Swachh Sagar portal as a part of statutory compliance.
8. DGS, MMD, Class and other Co-ordination for A&N administration vessels.
9. Documentation and visiting officials of custom, port, immigration, PHO related to SCI vessels calling at Port.
10. To carry out any other work given by Departmental/Divisional Head.
11. Assist to Superintendent for joining floating staff, repairs of vessels at dock and assist for surveyor's activity on-board and liaison for transport to surveyors etc.
12. Scrutiny and settlement of repair invoices.



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(4) EXPERIENCE (ESSENTIAL)

(a) Technical Superintendent: Minimum 3 year's sea time after obtaining Master (FG) or Master (NCV) OR MEO Class I FG OR MEO Class II FG OR MEO Class III NCV (CEO), out of which at least 2 years should be in the substantive rank of Master or Marine Engineer. Certificate of Competency must be issued by the Govt. of India.

(b) Technical Assistant: Minimum 3 years of work experience as on 01.03.2025, in relevant field of work (as per job requirement stated) in PSU or similar organisation or on Ship (as Junior Engineer). Candidate should be well versed in English for drafting of letters to various parties and administration.

(5) Date of reckoning eligibility criteria: The cut-off date for determining selection criteria and experience is 01.03.2025 and will remain unchanged irrespective of any reason whatsoever.

(6) Contract Tenure: The contract shall be for a period of two years from the date of engagement, with a provision of two extensions of 6 months each at the sole discretion of the Corporation.

(7) Emoluments: A consolidated monthly pay as mentioned at "point (1) Details of Vacancy" above will be paid. No other perks / benefits / allowances shall be applicable. Income tax will be deducted as per rules.

(8) Posting: The selected candidates for three (3) posts of Technical Superintendent and two (2) posts of Technical Assistant will be posted at Sri Vijaya Puram. However, the Corporation at its discretion may depute the Contract employee at any of its offices/projects anywhere in India as per its requirement.

(9) Accommodation: No company accommodation will be provided.

(10) Transportation: No transportation allowance will be provided.

(11) Leave: 30 days leave for a period of One year and pro-rata for the period of extension. No carry forward of leave will be allowed to subsequent years.

(12) Work timings: The work timing will be similar to that of regular shore employees (9:30AM-10:30AM/ 5:15PM-6:15PM) i.e. flexi work timing of 7 hours and 45 minutes from Monday to Friday. If required as per exigencies of work, you shall be required to attend office on Saturdays or other holidays also without any additional compensation.

(13) Medical Benefits: The Contract employee will not be eligible for Corporation's medical benefits. However, they will be covered under the Corporation's Group Insurance Scheme in existence for accidents at workplace.

(14) Termination: The contract may be terminated by either side by serving one month's notice or payment of notice pay in lieu thereof. However, the Corporation reserves the right not to accept



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resignation / notice of termination from the contract employee's side should circumstances so warrant i.e., disciplinary proceedings are pending or are contemplated against the employee under SCI conduct of Rules.

(15) General Terms: The candidates are required to undergo Corporation's pre-recruitment medical check-up prior to appointment.

HOW TO APPLY:

Interested candidates should directly apply through the link provided on the Shipping Corporation of India Limited's (SCI) website www.shipindia.com > Career > Shore Personnel > Requirement of Technical Superintendents and Technical Assistants on Contract for SCI (Advt. No. HR 03/2025) and send their updated resume via email on shorerecruitment@sci.co.in with subject as "Application for Technical Superintendents OR Technical Assistant on Contract" (Advt. No. HR 03/2025). "

Candidates are also required to attach the following documents along with their resumes in PDF format only, (*) marked are essential:

(a) Technical Superintendent

- (i) Copies of CDC / COC(as applicable) – COC's issued by Government of India.*
- (ii) Work Experience Certificates as mentioned in the application form.
- (iii) Date of Birth proof (Birth Certificate/School Leaving Certificate).*
- (iv) Identity Proof (AADHAAR/PAN/Passport/Election Photo Identity Card/Driving Licence).*
- (v) Awards and Recognition/Accreditations/Certifications, if any.

(b) Technical Assistant:

- (i) Mark sheets of essential degree (B.E. /B.Tech. Mechanical Engineering or Marine Engineering).*
- (ii) Qualifying certificate of essential degree if applicable.*
- (iii) Work Experience certificates for the years as mentioned in application form.*
- (iv) Date of Birth proof like Birth Certificate/10th or 12th marksheet.*
- (v) Identity Proof like Aadhar card / Pan Card / Voter ID.*
- (vi) Any other documents like certificates, higher education, as applicable.

Applications will not be considered in case the above-mentioned documents are not submitted as per the data filled in application form.

Note: The total size of attachments should not exceed 10 MB. In case of failure of emails SCI will not be held responsible.

Last date of application: 02nd April 2025, 17:00 Hours

Application/Documents received after the last date of application will not be considered.

Applications of only those applicants will be considered who have filled the online form and sent their resume along with the documents as mentioned above.



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SELECTION PROCESS:

The candidates will be shortlisted for Interview on the basis of eligibility criteria for Educational Qualification, Age and Experience. In case of large number of eligible applications, Corporation reserves the right to shortlist the number of candidates for Interview out of eligible candidates in the ratio of 1:20 based on experience, given that they fulfil essential eligibility criteria.

The candidates will be required to submit scanned copies of required documents and experience certificates if any in PDF format along with their resume. The Interview will be conducted at "Shipping House", Nariman Point, Mumbai in-person or may be conducted virtually through Web-Ex platform. In case candidates are unable to appear for personal interview at Mumbai Office, they shall appear for virtual interview from Regional Offices of SCI viz. Kolkata, Chennai, Delhi & Sri Vijaya Puram. However, if the candidate is sailing on the day of the interview, he/she will be allowed to join virtually from vessel. The schedule will be notified on the SCI's website.

Date & Time of the Interview: Will be notified on SCI's website.

The Company reserves the right to increase/decrease the number of vacancies as per the need of the Corporation or cancel the advertisement itself without any notification.

GENERAL INFORMATION:

1. Indian Nationals only need to apply.
2. After selection, the waitlist panel will be applicable in case of selected candidates not joining for any reason or selected candidates separating from the Organization.
3. 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 / engagement made shall be treated as null / void at any stage in the selection process.
4. Candidates are advised to regularly check their e-mail and the Corporation's website for information.
5. The selection of candidates for selection process shall be at the discretion of the Corporation and the decision in this matter will be final and binding.
6. 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 fulfillment of the minimum qualification, experience and requirement will not vest any right on candidates for being called for document verification / interview.
7. Any corrigendum / updates to the advertisement will be published on our website only; hence candidates are requested to check the Corporations Website regularly.
8. Candidate will appear for the interview at their own risk and SCI will not be responsible for any



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injury or losses etc. of any nature.

9. Management reserves the right to cancel engagement process at any stage, without issuing any further notice or assigning any reason thereafter.
10. Candidates who have submitted completely filled application form will be considered for further processing. Application form is only complete after uploading of requisite documents at the end of Application form.

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 training position to which they are applying. If at any stage of the recruitment process, it is found that the candidates have furnished false or wrong information; their candidature / training will be cancelled. Canvassing in any form during any stage of training selection process will lead to cancellation of candidature. Court of jurisdiction for any dispute will be at Mumbai.
