



माझगांव डॉक शिपबिल्डर्स लिमिटेड

(भारत सरकार का उपक्रम)

MAZAGON DOCK SHIPBUILDERS LIMITED

(A Government of India Undertaking)

Dockyard Road, Mumbai – 400 010

Contact No. : 022-23764123/4140/4125

CIN No. U35100MH1934GOI002079



कर्मचारी पद में तीन वर्षों की अवधि के लिए अनुबंध आधार पर नियुक्ति के हेतु भर्ती यह अवधि अतिरिक्त 01+01 वर्ष के लिए बढ़ाई जा सकती है
RECRUITMENT OF NON-EXECUTIVES ON FIX TERM CONTRACT BASIS FOR THE PERIOD OF 03 YRS & WHICH MAY BE EXTEND BY MAXIMUM 01 YR+ 01 YR

विज्ञापन संदर्भ क्र.: एमडीएल/ एच आर-प्र अ-सी सी-एमपी /97/2023

Advertisement Ref. No.: MDL/HR-TA-CC-MP/97/2023

Mazagon Dock Shipbuilders Limited (MDL) is India's leading Shipbuilding Company with ISO 9001:2015 accreditation. It is a profit-making Central Government Schedule 'A' PSU under the Ministry of Defence, Department of Defence Production, engaged primarily in the building of Warships and Submarines for the Indian Navy. MDL has a consistent growth, both in physical as well as financial parameters and has an ambitious growth plan. The present turnover is approximately 7584 Cr. which is projected to be higher in the coming years. MDL has employee strength of around 6,150.

2. Applications are invited from **Indian Nationals** for the following Posts/Trades:
 Eligible & interested candidates are required to apply online.

(Online Application opens from **12 August '23** and closes on **21 August '23**.)

Sr. No.	Trades	CURRENT VACANCIES					BACKLOG VACANCIES			GRAND TOTAL
		SC	ST	OBC	EWS	GEN	SC	ST	OBC	
	Skilled-I (ID-V)									
1.	AC Refrigeration Mechanic	0	0	1	0	2	0	0	0	3
2.	Carpenter	3	0	5	1	7	0	0	0	16
3.	Chipper Grinder	0	0	0	1	4	0	0	2	7
4.	Composite Welder	4	1	6	2	9	0	0	0	22
5.	Compressor Attendant	0	0	1	0	1	0	2	0	4
6.	Diesel Cum Motor Mechanic	1	1	1	1	4	0	0	0	8
7.	Driver	1	0	2	1	2	0	0	0	6
8.	Electric Crane Operators	0	0	2	0	2	0	0	0	4
9.	Electrician	5	2	16	4	19	0	0	0	46
10.	Electronic Mechanic	1	0	1	0	3	0	0	0	5

Sr. No.	Trades	CURRENT VACANCIES					BACKLOG VACANCIES			GRAND TOTAL
		SC	ST	OBC	EWS	GEN	SC	ST	OBC	
11.	Fitter	5	5	15	5	21	0	0	0	51
12.	Gas Cutter	2	0	1	0	4	0	2	0	9
13.	Hindi Translator	0	0	0	0	1	0	0	0	1
14.	Junior Draughtsman (Electrical)	2	1	3	1	4	0	0	0	11
15.	Junior Draughtsman (Civil)	0	0	0	0	1	0	0	0	1
16.	Junior Draughtsman (Mechanical)	2	2	7	2	10	0	0	0	23
17.	Junior Quality Control Inspector (Mechanical)	2	0	3	1	6	0	0	0	12
18.	Junior Quality Control Inspector (NDT)	0	0	0	0	2	0	0	0	2
19.	Millwright Mechanic	1	0	0	0	1	0	0	0	2
20.	Painter	0	1	1	0	3	0	0	0	5
21.	Paramedics	0	0	1	0	3	0	0	0	4
22.	Pipe Fitter	4	5	5	2	12	0	0	0	28
23.	Planner Estimator (Electrical / Electronics)	0	0	1	1	1	0	0	0	3
24.	Planner Estimator (Mechanical)	1	2	6	1	7	0	0	0	17
25.	Planner Estimator (Civil)	0	0	1	0	1	0	0	0	2
26.	Rigger	5	4	13	5	23	0	15	0	65
27.	Store Keeper	0	0	3	1	6	0	0	0	10
28.	Structural Fabricator	4	3	10	4	14	0	0	0	35
29.	Utility Hand (Skilled)	0	0	0	0	0	0	1	5	6
	Semi- Skilled-I (ID-II)									
30.	Fire Fighters	2	5	12	3	17	0	0	0	39
31.	Sail Maker	0	0	1	0	2	0	0	0	3
32.	Security Sepoy	0	0	1	0	5	0	0	0	6
33.	Utility Hand (Semi-Skilled)	8	5	23	7	29	0	0	0	72
	Special Grade (ID-VIII)									
34	Launch Engine Crew / Master II Class	0	0	1	0	1	0	0	0	2
	Special Grade (ID-IX)									
35	Master I st Class	0	0	0	0	1	0	0	0	1
	Total	53	37	143	43	228	0	20	7	531

Note: No. of vacancies are indicative and may increase / decrease depending on the organizational requirement. Upper age limit is mentioned for candidates belonging to "General" Category. Age Relaxation is applicable to SC/ST/OBC/PWD/Ex-Servicemen candidates as per Govt. Guidelines (Refer clause 6 of the advertisement regarding age relaxation.). Above Posts include 75 vacancies reserved for PWD candidates (including backlog vacancies) except for the post of, Driver, Rigger, Fire Fighters, Security Sepoy, Launch Engine Crew / Master II Class & Master Ist Class. The details of which are given in table below: **The reservation for ex- servicemen (including dependents of those killed in action) for the posts advertised will be given as per government rules and on horizontal/ interlocking basis.**

Sr No	Type of Disability	Current Vacancies	Back log Vacancies
a	Blindness and low vision	5	17
b	Deaf and hard of hearing	6	15
c	Locomotors disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy	6	00
d	Autism, intellectual disability, specific learning disability and mental illness;	5	21
e	Multiple disabilities from amongst persons under clauses (a) to (d) including deaf-blindness in the posts identified for each disabilities		

3. Essential Qualifying Requirements

Sr.	Trade	Grade	Essential Qualifications & Experience
1.	AC. Ref. Mechanic	Skilled Gr- I (ID-V)	National Apprenticeship Certificate Examination passed in the trade of " Refrigeration and Air Conditioning ". One-year shipbuilding experience is compulsory.
2.	Carpenter	Skilled Gr- I (ID-V)	Passed National Apprenticeship Certificate Examination passed in the trade of " Carpenter/ Shipwright (wood) ".
3.	Chipper Grinder	Skilled Gr- I (ID-V)	Candidates who have passed NAC in any trade and have worked in Shipbuilding industry as Chipper Grinder for minimum period of one year may apply for the said post directly. One-year shipbuilding experience is compulsory.
4.	Composite Welders	Skilled Gr- I (ID-V)	Passed National Apprenticeship Certificate examination passed in the trade of " Welder / Welder (G&E) /TIG & MIG Welder/Structural Welder/Welder (Pipe and Pressure Vessels)/ Advance Welder/Gas Cutter ". One-year shipbuilding experience is compulsory.
5.	Compressor Attendant	Skilled Gr- I (ID-V)	The candidates who have passed NAC in Millwright Mechanic or Mechanic Machine Tool Maintenance and worked in MDL/ Shipbuilding Industry as a Compressor Attendant for minimum one year may apply for the post of Compressor Attendant. One-year shipbuilding experience is compulsory.
6.	Diesel Cum Motor Mechanic	Skilled Gr- I	Passed National Apprenticeship Certificate Examination in " Diesel Mechanic/Motor

Sr.	Trade	Grade	Essential Qualifications & Experience
		(ID-V)	Vehicle Mechanic/ Mechanic Diesel/ Mechanic (Marine Diesel)"
7.	Driver	Skilled Gr- I (ID-V)	SSC or equivalent examination conducted by board recognized by Govt. OR passed Indian Army Class-I examination in the Navy or Air Force. AND Should have valid Driving License for Light & heavy motor vehicle issued by RTO without break/adverse remarks.
8.	Electric Crane Operator	Skilled Gr- I (ID-V)	Must have passed National Apprenticeship Certificate Examination in Electrician trade and having minimum one-year experience in MDL/ Ship-building industry as Electric Crane Operator may apply for the post of Electric Crane Operator. One-year shipbuilding experience is compulsory.
9.	Electrician	Skilled Gr- I (ID-V)	Passed the National Apprenticeship Certificate Examination in the trade of " Electrician ".
10.	Electronic Mechanic	Skilled Gr- I (ID-V)	Passed the National Apprenticeship Certificate Examination in the trade of " Electronic Mechanic ." One-year shipbuilding experience is compulsory.
11.	Fitter	Skilled Gr- I (ID-V)	Passed the "National Apprenticeship Certificate Examination" in the trade of " Fitter ."
12.	Gas Cutter	Skilled Gr- I (ID-V)	Passed the National Apprenticeship Certificate Examination in the trade of " Structural Fitter / Fabricator/ Composite Welder ". One-year shipbuilding experience is compulsory.
13.	Hindi Translator	Skilled Gr- I (ID-V)	Full time two years Post Graduation course with Hindi from recognised university and English as a subject at Graduation level. OR Full time two years Post Graduation course with English from recognised university and Hindi as a subject at Graduation level. OR Post-Graduation in Hindi medium in any subject and English as compulsory subject or Elective subject or medium of examination in Graduation. And One-year post qualification experience in Translation from Hindi to English & English to Hindi. Computer Knowledge with Hindi/ English Typing is

Sr.	Trade	Grade	Essential Qualifications & Experience
			<p>compulsory.</p> <p>In case of employees from the private sector, the experience from an established private firm registered with Ministry of Corporate Affairs with valid CIN (Company Identification Number) and audited results for last 3 years will be only considered. Computer Knowledge with Hindi/ English Typing is compulsory.</p> <p>Desirable: Diploma in Translation from Hindi to English & vice versa from any recognised University.</p>
14.	Jr. Draughtsman (Mechanical)	Skilled Gr- I (ID-V)	<p>Must have passed the "National Apprenticeship Certificate Examination in the Trade of 'Draughtsman' in Mechanical Stream conducted by NCVT of the Directorate General of Employment & Training, Ministry of Labour, Govt. of India.</p>
15.	Jr. Draughtsman (Civil)	Skilled Gr- I (ID-V)	<p>Must have passed the "National Apprenticeship Certificate Examination in the Trade of 'Draughtsman' in Civil Stream conducted by NCVT of the Directorate General of Employment & Training, Ministry of Labour, Govt. of India.</p> <p>OR</p> <p>Should have completed Diploma in Civil Engineering from a recognised Technical Board / University.</p>
16.	Jr. Draughtsman (Electrical)	Skilled Gr- I (ID-V)	<p>Must have completed full time three years Diploma with pass class in Electrical Engineering from a recognised Technical Board / University</p>
17.	Jr. Q C Inspector (Mechanical)	Skilled Gr- I (ID-V)	<p>Must have passed full time three years Diploma in Mechanical/ Shipbuilding/ Marine Engineering Examination conducted by Govt. of India from a recognised Technical Board / University</p>
18.	Jr. Q.C Inspector (NDT)	Skilled Gr- I (ID-V)	<p>Must have completed full time three years Diploma in Mechanical (Mechanical/Mechanical & Industrial Engg. /Mechanical & Production Engg. /Production Engg) or Marine Engineering in Examination conducted by Govt. of India recognised Technical Board / University</p> <p>In addition to this, it is essential to have ISNT/ASNT Level II certification in Radiography interpretation, Ultrasonic Testing, Magnetic particle testing and Dye penetrate testing</p>
19.	Millwright Mechanic	Skilled Gr- I (ID-V)	<p>Passed the National Apprenticeship Certificate Examination in the trade of "Millwright Mechanic / Mechanic Machine Tool Maintenance".</p> <p>One-year shipbuilding experience is compulsory.</p>

Sr.	Trade	Grade	Essential Qualifications & Experience
20.	Painter	Skilled Gr- I (ID-V)	Passed the National Apprenticeship Certificate Examination in the trade of "Painter/ Marine Painter" . One-year shipbuilding experience is compulsory.
21.	Paramedics	Skilled Gr- I (ID-V)	GNM Nursing / B Sc Nursing Degree from Govt Recognized Institute/ University. AND Registered with Nursing council. Preference will be given to candidates having: Experience of working in Govt/ Pvt hospitals with minimum 100 bed Hospital/ Industrial OHS Setup/ Emergency Department of the hospital
22.	Pipe Fitter	Skilled Gr- I (ID-V)	Passed the National Apprenticeship Certificate Examination in the trade of "Pipe Fitter" .
23.	Planner Estimator (Mechanical)	Skilled Gr- I (ID-V)	Must have passed full time three years Diploma or full time Degree with pass class in Mechanical / Marine Engineering in Examination conducted by Govt. recognised Technical Board / University.
24.	Planner Estimator (Electrical / Electronics)	Skilled Gr- I (ID-V)	Must have passed full time three years Diploma or full time Degree with pass class in Electrical /Electronic or Marine Engineering in Examination conducted by Govt. recognised Technical Board / University.
25.	Planner Estimator (Civil)	Skilled Gr- I (ID-V)	Must have passed full time three years Diploma or full time Degree with pass class in Civil in Examination conducted by Govt. recognised Technical Board / University.
26.	Rigger	Skilled Gr- I (ID-V)	Passed the "National Apprenticeship Certificate Examination" in the trade of "Rigger" .
27.	Store Keeper	Skilled Gr- I (ID-V)	Must have full time three years Engineering Diploma in Mechanical/ Electrical/ Electronics/ Electronics & Telecommunication/ Instrumentation/ Computer engineering/ Shipbuilding. Additional qualification in Material Management & Knowledge of Computer will be Preferred.
28.	Structural Fabricator	Skilled Gr- I (ID-V)	Passed the National Apprenticeship Certificate Examination in the trade of "Structural Fitter / Fabricator" . One-year shipbuilding experience is compulsory.
29.	Utility Hand(Skilled)	Skilled Gr- I (ID-V)	Utility Hand (Skilled) will be selected from Fitter Trade/ Any other Trade and having one-year

Sr.	Trade	Grade	Essential Qualifications & Experience
			<p>experience in operating Gas /Welding Plant/Oxy Acetylene equipment, etc as Utility Hand in Shipbuilding Industry.</p> <p>One-year shipbuilding experience is compulsory.</p>
30.	Fire Fighter	Semi-Skilled –I (ID-II)	<p>Candidates must have passed SSC or equivalent with Diploma/ Certificate in Fire Fighting of minimum six months' duration from a Govt. recognized institute. Candidates must possess a valid Heavy Duty Vehicle Licence.</p> <p>One-year shipbuilding experience is compulsory.</p>
31.	Sail maker	Semi-Skilled –I (ID-II)	<p>Must have completed ITI in the trade of "Cutting & Tailoring/Cutting & Sewing".</p>
32.	Security Sepoy	Semi-Skilled – I (ID-II)	<p>Must have passed SSC or equivalent examination conducted by a Board recognized by Govt. or passed Indian Army class – I examination or equivalent examination in the Navy or Air Force and has put in at least 15 years of service in the Armed Forces of the Union and is otherwise considered fit to hold the post in view of his experience and other qualifications. Candidates conversant with Security Duties and holding valid commercial driving licence will be preferred.</p>
33.	Utility Hand (Semi-Skilled)	Semi-Skilled –I (ID-II)	<p>Candidates who have passed NAC in any trade and have worked in Shipbuilding industry as Utility Hand for minimum period of one year may apply for the said post.</p> <p>One-year shipbuilding experience is compulsory.</p>
34.	Launch Engine Crew/Master II Class	Special Grade (ID-VIII)	<p>Certificate of competency (2nd class Master) issued by the Maharashtra Maritime Board/Mercantile Marine Dept. as per Indian Vessel Act. Knowledge of Swimming is compulsory. Minimum 3 yrs. experience of operating Tugs from 226 to 565 BHP OR Ex-serviceman from Indian navy with 15 years of experience and holding 2nd class Master qualified certificate from MMB/MMD.</p>
35.	Master 1st Class	Special Grade (ID-IX)	<p>Certificate of competency (First class Master) issued by the Maharashtra Maritime Board/ Mercantile Marine Dept. as per Inland Vessel Act. Knowledge of swimming is compulsory. Minimum 3 years' experience of operating tugs from 226 to 565 BHP or Ex-servicemen from Indian Navy with 15 years of experience and holding 2nd class Master qualified certificate from MMB/MMD.</p>

For posts where Shipbuilding Experience is not mandatory, candidates with Shipbuilding Experience will be preferred.

The experience should be duly certified by the Personnel/HR/Admin Dept where the candidate is working/worked earlier.

Candidates who have worked through a contractor in Shipbuilding industry will not be considered eligible for the above post.

The candidates who have worked for any of the above posts in MDL/Shipbuilding Industry for minimum one year having passed National Apprenticeship Certificate / Diploma in different trades will be considered eligible for that particular post.

For the above posts where the basic qualifying criteria is Diploma / Degree in Engineering, the candidates who have passed in the below mentioned Branches of Engineering will also be eligible to apply for the above posts.

Grouping of Disciplines in Engineering	
Discipline	Grouping of Branches of Engineering
Mechanical	Mechanical/ Mechanical & Industrial Engineering/ Mechanical & Production Engineering/ Production Engineering/ Production Engineering & Management/ Production & Industrial Engineering.
Electronics	Electronics/ Electronics & Communications/Applied Electronics & Instrumentation
Electrical	Electrical/ Electrical & Electronics/ Electrical & Instrumentation
Computer/ IT	Computer/ Information Technology/ Computer Technology/Master in Computer Application
Civil	Civil/ Civil & Structural/ Structural

For the above posts where the basic qualifying criteria is National Apprenticeship Certificate, the candidates who have passed National Apprenticeship Certificate in following Trades will also be eligible to apply for the above posts.

Grouping of Trades in Apprenticeship	
Post	Grouping of Trades of Apprenticeship
Machinist	Machinist/ Machinist (Grinder)
Composite Welder	Welder (G&E)/ TIG/MIG Welder/Structural Welder/Welder (Pipe and Pressure Vessels)/ Advance Welder/Gas Cutter
Millwright Mechanic	Mechanic Machine Tool Maintenance / Millwright Mechanic
AC Mechanic	Mechanic Refrigeration & Air Conditioning/ Mechanic (Central Air conditioning Plant, Industrial cooling and Package Air conditioning)/ Mechanic (Cold storage, Ice plant and Ice candy plant)
Diesel Mechanic	Mechanic Diesel/ Mechanic (Marine Diesel)
Fitter	Fitter / Marine Engineer Fitter / Shipwright (Steel)

Carpenter	Carpenter / Shipwright (wood)
Electronic Mechanic	Electronics Mechanic/Mechanic Radio and Radar Aircraft / Mechanic Television (Video)/ Mechanic cum- Operator Electronics Communication system/ Mechanic Communication Equipment Maintenance / Mechanic Radio & TV
Painter	Painter (General) / Painter (Marine)

4. Desired Experience:

A. Work experience in the relevant trade/function in a Shipbuilding industry for minimum one year duly certified by their Personnel Department for the trades where experience is essential / not-essential qualifying requirement. The candidates having such experience will be allotted up to 40 marks based on relevant experience in Ship Building Industry. The experience marks would be allotted in the following manner:

No of years of Experience in Shipbuilding as on 01 Aug '23	Marks
More than 1 yr upto 2 yrs	Eight
More than 2 yr upto 3 yrs	Twelve
More than 3 yr upto 4 yrs	Sixteen
More than 4 yr upto 5 yrs	Twenty
More than 5 yr upto 6 yrs	Twenty-Four
More than 6 yr upto 7 yrs	Twenty-Eight
More than 7 yr upto 8 yrs	Thirty-Two
More than 8 yr upto 9 yrs	Thirty-Six
More than 9 yr and above	Forty

B. Shipbuilding Experience Marks will not be applicable for the post of Security Sepoy, Paramedics, Driver & Hindi Translator.

5. Emoluments

The candidate selected for the posts shall be placed initially in the following pay scale

Grade	Pay Scale (Rs)
Special Grade (IDA-IX)	22000-83180
Special Grade (IDA-VIII)	21000-79380
Skilled Grade-I (IDA-V)	17000- 64360
Semi-Skilled Gr-I (IDA-II)	13200-49910

Besides the basic pay, they will be entitled to industrial DA, HRA, CPF & allowances etc. as per rules of the Company. Grant of annual increment will be as per Company rules. The selected candidates will be governed by the ESIC Act for the purpose of medical benefits. However, in case the operatives are exempted from the ESIS coverage due to enhancement of wages, they will be covered under the Company's medical benefit scheme for the employees and their eligible family members.

6. Age Limit:

Maximum age limit is **38 years** and minimum age limit and should not be less than **18 years** as on **01 Aug '23**.

Age Relaxation

- i) Relaxation in upper age limit is 3 years for OBC (Non Creamy Layer Certificate certificate) and 5 years for SC/ST candidates as per rules.
- ii) Relaxation in upper age limit for persons with disability (40% and above) 10 years for General candidates, 13 years for OBC candidates and 15 years for SC/ST candidates as per Govt. Rules.
- iii) Ex-Employees who have worked in MDL on Fix Term contract basis shall get age relaxation of 10 years over and above the other relaxations at 6(i) to 6(ii).
- iv) Ex-servicemen who have put in not less than 6 months' continuous service in the Armed forces of the Union will be given relaxation in age to the extent of period of service plus 3 years.

7. **Period of Contract:** The contract for all the above trades/categories will be for period of **03 years** further extendable by **01yr + 01yr** based on project requirement.

8. **Description of Duties are as under:**

Required to work on Shipbuilding Project 12704, 12705, 12706, 12707, 12651, 12652, 12653 & 12654 Hull Fabrication work, outfitting work and other associated work related to the project.

Required to work on P75 Project, MRLC I & II and Additional Special Project for Fabrication, outfitting & other associated work related to the project. They are also required to work in various dept.

The selected Candidates are required to work on production related job / outfitting work as per the Production Norms and Multi Trade policies in force in the Company including the job specifications incorporated in these policies and amended from time to time.

9. **Selection Process**

- a. The candidates will be called for "Written Test" based on the information provided by them in the Online application form. The Detailed scrutiny of documents of the shortlisted candidates will be done at the time of Trade/skill Test.
- b. Based on the performance of Written Test & Experience marks wherever applicable the candidates would be called for Trade/Skill Test. The candidates would be called for Trade/skill Test in the ratio of 1:3 in case the vacancies are more than 100, 1: 4 in case the vacancies are between 50 to 100 and 1:5 in case the vacancies are less than 50.

- c. The final merit list would be prepared based on combine marks obtained in the Online Written Test & Experience Marks wherever applicable. The Trade/Skill test will be of Qualifying nature only.
- d. In case equal marks are obtained by the candidates in the final merit list i.e the total marks obtained in written test/experience marks wherever applicable, in such a scenario merit will be prepared as under
- I. Candidates who have secured more marks in experience will be placed higher in the merit.
 - II. Candidate who is senior in age i.e as per Date/Month/Year of Birth will be placed higher in merit.
- e. However, depending upon the number of candidates who have applied for the above posts, Management may decide to do away with the Written Test and select candidates based on Experience & Trade/Skill Test.
- f. A Waiting list may be maintained depending on the number of eligible candidates selected and the waiting list will be operated only if the shortlisted/ selected candidate declines to join or is declared medically "Unfit". The waiting list will be valid for a period of 01 years from the date of approval.
- g. The syllabus for Online Exam is mentioned at **Annexure-I** placed at the end of this advertisement.
- h. The marking pattern would be as under.

Selection Criteria	Post for which experience in Shipbuilding Industry is not required (Refer para 4 (B) above)	Post for which experience in Shipbuilding Industry is required (Refer para 4 (A) above)	
		If Written Test is conducted	If Written Test is not conducted
Written Test	100 marks	60 marks	---
Experience in Shipbuilding Industry	---	40 marks	40 marks
Trade/Skill Test	Qualifying in Nature	Qualifying in Nature	Qualifying in Nature
Merit based	Written Test	Written Test + Experience	Experience

Candidates who have applied for multiple posts within the same group i.e., **Group A, Group B & Group C** are required to appear for the exam only once in their preferred Trade/Post, the marks obtained in the online written exam in that particular Trade/Post shall be considered for all the other applied posts in that particular group.

10. Verification of Original Documents

In case the candidate is called for Trade/Skill Test, he/she has to bring the *downloaded application form and all Original Documents along with one Separate Set of Photo Copy Duly **Self Attested** in the order as mentioned below on the date and the time they are called for Trade Test/ Skill Test. **Candidates who are not shortlisted for the Trade Test/Skill Test need not send the copy of their Application Form.***

The candidature of all candidates will be provisional and all the required documents will be verified/checked at the time of Trade/Skill Test.

However, this list of documents is not exhaustive and candidate may be required to produce other relevant documents on case to case basis in support of his/ her candidature. **Non-production of original documents will debar the candidate from appearing for the Trade/ Skill Test.**

- I. Print Out of Application Form
- II. Online Payment receipt
- III. Document in support of Date of Birth (DOB) proof:
 - a) Xth Std. Passing Certificate indicating DOB **OR**
 - b) School Leaving Certificate **OR**
 - c) Birth Certificate
- IV. Qualifications
 - a) Xth & XII Std. Mark sheet & Certificate
 - b) Mark sheets of relevant qualification (all semester / year wise) indicating date of declaration of result.
 - c) Final Certificate of relevant qualification.
 - d) Provisional Certificate (in case Final Certificate is not available)
- V. **Caste Certificates:** SC/ST/EWS/OBC (NCL) candidates must produce caste certificates, as per the format prescribed by the Government of India.

OBC candidates, who belong to Creamy Layer, are not entitled to concession admissible to OBC category.
Candidates please note that requests for change of Category in the application form once submitted will not be entertained.
- VI. In case of PWD candidates, valid Disability Certificate issued by the Competent Authority as per the Act.

VII. **Experience**

Past Employment:

- a) Experience letter indicating the date of joining as well as date of relieving.

Current Employment:

- a) Proof of date of joining – Appointment letter issued after joining.
- b) Identity Card issued by current employer.

- c) Latest Pay Slip
- Or**
- d) Experience letter

Note: Please note that Post Qualification Experience in the relevant discipline from the date of passing mentioned in the mark sheet will be considered.

VIII. Eligibility criteria for candidates working in Govt./PSU.

- a) Candidates working in MDL
Internal candidates who are completing their period of contract till **30th June '24** will only be considered eligible. Internal candidates who are meeting the qualifying requirements may apply for Higher Grades irrespective of the date of completion of their contractual period.
- b) Candidates working in Govt./ PSU
The applicants shall have to produce No Objection Certificate (NOC) / Forwarding Letter from the employer failing which the candidate shall not be allowed to appear for the Skill/ Trade Test.

IX. Candidates from Armed Forces need to submit certificate/letter of Competent Authority stating the last date of Service for availing the Age Relaxation applicable to Ex-Servicemen. **Document clearly mentioning Date of release from Armed Forces is a mandatory requirement if Age is exceeding as on 01 Aug '23**

X. Valid ID Proof: **PAN Card & Aadhar Card**

(Note: Documents produced for verification should be valid at the time of joining)

11. Pre-Employment Medical Examination:

Applicants should be of sound health and meet the Medical Fitness Standards as prescribed. Candidates short-listed for appointment shall undergo a medical test conducted/ organized by the Company and certified by the Company's Chief Medical Officer.

Candidates called for Pre-Employment Medical Examination shall attend the same at their own expense.

12. Verification of Antecedents:

Police Verification Report (PVR) is a pre-condition for joining of the selected candidates. Candidates will have to obtain a formal Police Verification Report before joining MDL.

Therefore, candidates should apply for Police Verification well in advance. The application form for PVR is uploaded on the MDL website <https://mazagondock.in> under head 'Career-Non-Executives'. The candidates should bring proof of submission of application for PVR to Police Authorities at the time he/she is called for Trade/Skill Test. The PVR shall be applied in all the Police Station in whose jurisdiction the candidate has stayed during last 05 yrs. In case of

Internal candidates, the candidates shall apply in all the Police Station in whose jurisdiction the candidate has stayed during last 02 yrs. However, at later stage any adverse remark is found/received against the candidate or he/she is unable to produce PVR from Police his/her services are liable to be terminated without compensation.

13. Offer of Appointment:

Fixed term contract appointment for period of 3 years, extendable by 01 yr + 01 yr based on requirement of selected candidates is subject to their being declared medically fit by the Chief Medical Officer of the Company as per required standard of health & fitness as per prescribed rules. The fixed term contract appointees shall have no right to get absorbed in the Company at the end of their contract, this being the essential condition of this contractual appointment.

Candidates must qualify through each stage of selection process successfully before being adjudged as suitable for selection.

14. Pre-examination training for SC/ST/PwD candidates:

MDL will arrange pre-examination training for SC/ST/PwD candidates, free of cost in online mode. Candidates belonging to SC/ST/PwD candidates, who desire to avail of the pre-examination training, should invariably fill in the details in the relevant column while filling the ON-LINE application. Any subsequent request shall not be entertained. Further, no other mode of request shall be entertained.

The details of online pre-examination training will be communicated to the candidates only via email.

By merely attending the pre-examination training, no candidate acquires any right to be selected in MDL.

15. How to Apply:

- Log on to MDL website <https://mazagondock.in>
- Go to Careers >> Online Recruitment >> Non-Executive
- Click on Non- Executive Tab
- Register by filling up relevant details & click on "Submit" button.
- Click on the validation link sent on email.
- Login to MDL Online Portal with "Username" & "Password"
- Select the job under Non-Executive Tab & view the "Eligibility Criteria"
- While applying, candidate should have the scanned copy of recent passport size colour photograph, their signature.
- Read the instructions carefully and fill up all the details in the Online Application Form.

- Candidates may enter 'NA' in the mandatory fields not applicable to them
- Check preview of the Application form and make corrections, if any. Any changes in the application form need to be edited before clicking on "Submit".
- Candidate belonging to General/ OBC/EWS category are required to pay the application fees of 100/-. Detail instructions for payment of processing fees may be referred at Para-17.

(Applicants belonging to SC/ ST/ PWD (Persons With Disability) & Ex-servicemen are exempted from such payment of processing fee.)

- Click on "Home" tab and ensure your application submission status to be "*Successfully Submitted*".
- Take a print of your application form with unique registration no. on or before the last date of application for future reference. Option for printing of application form will not be available after the last date of application.

Candidates are not required to send hard copy of Application Form to MDL at this stage.

Note:

- **Candidates have to apply Online only. No manual / paper application will be entertained.**
- The site shall be activated and will remain functional from **12th Aug '23 to 21st Aug'23 (23:23 Hrs)**
- Candidates should possess an active email-ID which must remain valid for at least next one year.
- "Incomplete Applications" will not be considered for further recruitment process.
- Mere Generation of registration number does not imply acceptance of application or eligibility for the post.
- Eligible and interested candidates are advised to apply well in advance so as to avoid last minute rush. MDL management will not be responsible for any delay in submission of application caused due to the queries raised by the applicant and non-receipt of response thereof.
- In case of difficulty in registration, candidates may contact on email mdlrecne@mazdock.com along with the applicants name, Trade (with registration no.) and **quoting the advertisement number (i.e. Advt. No. 97/2023) in subject matter** & or numbers 022-23764140/4141/4125.

16. Instructions for uploading Documents

Candidates are required only to upload photograph and signature in MDL Online Recruitment Portal.

17. Instructions for Payment of Processing Fees:

Candidates are required to pay the Processing Fee as per procedure given below. **(Also Refer Annexure-II)**

Online Payment

- i. Fill up the application form
- ii. Select Payment Mode i. e. "Online Mode"
- iii. Click on 'Pay Now'
- iv. On successful completion of the transaction, an "e-receipt" would be generated.
- v. Candidates are required to take a print of the "e-receipt" as well as "Online application" which have to be produced, at the time of Selection Process.
- vi. Payment of application fee/intimation charges has to be done after successful registration of the application or else application will be treated as cancelled.
- vii. Candidates have to pay the requisite fee/intimation charges through ON-LINE mode only.
- viii. **After the payment is done and 'e-receipt' is generated, the applicant has to go back to Home Page of his application and click on 'Pay Now' for entering the details of payment i.e. Transaction Number and Transaction Date in the application form and submit. In case the payment details are not entered, the application remains incomplete and application will be treated as cancelled.**
- ix. The payment can be made by using only Debit Cards (Rupay/ Visa/ Master Card/ Maestro), Credit cards, Internet Banking, IMPS, Cash Cards/ Mobile Wallets.
- x. After submitting your payment information in the online application form, PLEASE WAIT FOR THE INTIMATION FROM THE SERVER. DO NOT PRESS BACK OR REFERESH BUTTON IN ORDER TO AVOID DOUBLE CHARGES.
- xi. Non-generation of 'E-Receipt' indicates PAYMENT FAILURE. On failure of payment, candidates are advice to login again and repeat the process payment.
- xii. Candidates are required to take print of online Application Form containing fee details. **Please note that if the same cannot be generated, online transaction may not have been successful.**
- xiii. To ensure the security of your data, please close the browser window once your transaction is completed.
- xiv. The detailed process/steps for payment of application fees is on www.mazagondock.in under the head Careers>>Career Non Executives at the bottom of the page click on link "ऑनलाइन भुगतान के ललए उपयोगकता ननयमावली / User Manual for Online Payment".

Note:

- Application fees once paid will not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility before payment of processing fees.
- Fees paid against this advertisement shall not be accepted/ transferred against any other advertisement.
- In the event of Bank Holiday/ Strike/ Closure of Bank for any other reasons, no additional time shall be provided for payment of fees. Therefore,

candidates are advised to make the payment of processing fee well in advance to avoid last moment inconvenience. Any remittance of Processing Fee after the last date of Payment of Fee shall not be accepted under any circumstances.

18. **General Information and Instructions**

- i) Before applying for the post, candidate should ensure that he / she fulfills the eligibility criteria and other conditions mentioned in the advertisement.
- ii) Candidature is liable to be rejected at any stage of the recruitment process or after recruitment or joining, if any information provided by the candidate is found to be false or not in conformity with the eligibility criteria mentioned in the advertisement or even if he/she has suppressed any information in the application form.
- iii) **The Qualifying Requirements & Age limit shall be reckoned as on 01 Aug '23.**
- iv) The date, Time and Place of written examination will be mentioned in the admit card which will be issued to the candidates who are found to be provisionally eligible.
- v) SC/ST/ OBC candidates who apply against un-reserved post will not be given any age or other concession meant for SC/ST/OBC. Similarly, SC/ST/OBC candidates selected on merit vis-a-vis the general candidates would not be counted towards SC/ST/OBC quota.
- vi) Outstation SC/ST Candidates called for Trade/ Skill Test shall be reimbursed Travelling Expenses by the shortest route by Second Class / Bus from the correspondence address mentioned in the application form on production of original tickets.

Travelling Allowance will not be paid to the candidates who are found Ineligible after verification of documents at the time of Trade/ Skill Test.

- vii) MDL reserves the right to cancel/ modify/ restrict/ enlarge/ alter the recruitment process, if need so arises without issuing any further notice or assigning any reason thereof.
- viii) MDL reserves the right to increase/ decrease the number of vacancies based on the organizational requirements at any point of time during the recruitment process.
- ix) Intimation regarding Online Exam, Trade/Skill Test & Result:
List of 'Provisionally Eligible Candidates', list of 'Not-Eligible Candidates', 'Trade/ Skill Test Schedule', 'Result' etc. will be hosted only on MDL Website under the head "Career->Non-Executives". Candidates are requested to visit MDL website from time to time to get themselves updated on the recruitment status.

- x) In case of any ambiguity/ discrepancy in the online recruitment portal the terms & conditions as mentioned in this advertisement will prevail.
- xi) **Any further Information/ Corrigendum/ Addendum would be uploaded only on MDL website.**
- xii) MDL reserves the right to fill up all the vacancies advertised or part or cancel the entire recruitment process at any point of time during the recruitment process.
- xiii) Decision of the Management in all matters regarding eligibility criteria, Skill/ Trade Test selection would be final and binding on all candidates. No representation or correspondence will be entertained by the Company in this regard.
- xiv) MDL Management reserves the right to cancel/change the Test Centre of the candidates in the event of less number of candidates opting for the particular centre and any other reasons.
- xv) **Camera / Mobile with camera is not permitted inside the company premises.**
- xvi) Canvassing in any form will be a disqualification for appointment
- xvii) Any resultant dispute arising out of this advertisement shall be subject to the jurisdiction of the courts situated at Mumbai only.

19. Important Dates (Tentative Dates)

Sl. No.	Details	Date
a.	Commencement of MDL Online Application	12th Aug '23
b.	Last Date of MDL Online Application	21st Aug '23
c.	Display of List of Eligible Candidates on MDL website	24th Aug '23
d.	Last Date for representation regarding ineligibility	30th Aug '23
e.	Date for announcement of Online Examination	05th Sep '23

11 Aug'2023

अपर महाप्रबंधक
(प्रतिभा अर्जन / अनुबंध विभाग / एमपी)
Additional General Manager
(Talent Acquisition / Contract Cell / MP)

-----अधिसूचना की समाप्ती-----
-----End of Notification-----

**Syllabus for Online Examination for various post
Classification of Vacancies for online Examination purpose**

Sr. No.	Trades	Group
Skilled-I (ID-V)		
1.	AC Refrigeration Mechanic	Group- A
2.	Carpenter	Group- A
3.	Chipper Grinder	Group- A
4.	Composite Welder	Group- A
5.	Compressor Attendant	Group- A
6.	Diesel Cum Motor Mechanic	Group- A
7.	Driver	Group- F
8.	Electric Crane Operators	Group- A
9.	Electrician	Group- A
10.	Electronic Mechanic	Group- A
11.	Fitter	Group- A
12.	Gas Cutter	Group- A
13.	Hindi Translator	Group- G
14.	Junior Draughtsman (Electrical)	Group- A
15.	Junior Draughtsman (Civil)	Group- A
16.	Junior Draughtsman (Mechanical)	Group- A
17.	Junior Quality Control Inspector (Mechanical)	Group- B
18.	Junior Quality Control Inspector (NDT)	Group- B
19.	Millwright Mechanic	Group- A
20.	Painter	Group- A
21.	Paramedics	Group- H
22.	Pipe Fitter	Group- A
23.	Planner Estimator (Electrical / Electronics)	Group- B
24.	Planner Estimator (Mechanical)	Group- B
25.	Planner Estimator (Civil)	Group- B
26.	Rigger	Group- A
27.	Store Keeper	Group- B
28.	Structural Fabricator	Group- A
29.	Utility Hand (Skilled)	Group- A
Semi- Skilled-I (ID-II)		
30.	Fire Fighters	Group- D
31.	Sail Maker	Group- A
32.	Security Sepoy	Group- D1
33.	Utility Hand (Semi-Skilled)	Group- A
Special Grade (ID-VIII)		
34.	Launch Engine Crew / Master II Class	Group- C
Special Grade (ID-IX)		
35.	Master I st Class	Group- C

SYLLABUS

General Knowledge (Weight age : 20 marks) 20 questions		
Group	Trade/ Post	Syllabus
Common for all Trade/ Groups		General Knowledge about MDL: Reference MDL website, e.g.: Projects in pipeline, Name of Ships Delivered, CSR projects etc and current affairs
Quantitative Aptitude (Weight age : 20 marks) 20 questions		
Group	Trade/ Post	Syllabus
Common for all Trade/ Groups		General Mathematics: Percentage, Area, Perimeter, Ratio & Proportion, Simple Trigonometry etc and Measurement Conversions
Technical Knowledge (Weight age: 20 marks) 20 questions		
Group	Trade/ Post	Syllabus
A	AC Refrigeration Mechanic, Carpenter, Chipper Grinder, Composite Welder, Compressor Attendant, Diesel Cum Motor Mechanic, Electric Crane Operators, Electrician, Electronic Mechanic, Fitter, Gas Cutter, Junior Draughtsman (Electrical), Junior Draughtsman (Civil), Junior Draughtsman (Mechanical), Millwright Mechanic, Painter, Pipe Fitter, Rigger, Structural Fabricator, Utility Hand (Skilled), Sail Maker, Utility Hand (Semi-Skilled).	Workshop Calculations and General Science: Motion, Work & Energy, Heat, Law of Flotation, Electricity etc.
B	Junior Quality Control Inspector (Mechanical), Junior Quality Control Inspector (NDT), Planner Estimator (Electrical / Electronics), Planner Estimator (Mechanical), Planner Estimator (Civil), Store Keeper.	Mechanics, Physics, Chemistry, Mathematics etc
C	Launch Engine Crew / Master II Class Master I st Class	Seamanship, Marine Engineering & Human Relations
D	Fire Fighters	Types of fire, Fire Fighting Equipment, Extinguisher, Conductor & Insulator, Personal Protective Equipment, Security Precautions & Equipment

Annexure-I

Technical Knowledge (Weight age: 60 marks) 60 questions		
D1	Security Sepoy	Types of fire, Fire Fighting Equipment, Extinguisher, Conductor & Insulator, Personal Protective Equipment, Security Precautions & Equipment
F	Driver	Road sense , vehicle maintenance, Traffic Rules/ Signals, Vehicle & Environmental pollution i.e. Petrol and Diesel Vehicle, CNG Operated Vehicle, Noise Pollution, etc.
G	Hindi Translator	Grammar, Comprehension, Sentence Completion and Structure, Vocabulary, Articles, Tenses, Spelling Test, Unseen Passages, Antonyms, Phrases/ Muhavare, proverbs, translation from Hindi to English & English to Hindi.
H	Paramedics	Pharmacokinetics, Pharmacodynamics, Adverse drug reaction, Drug Dispensing, Modes of Administration, Contraindication of Drugs, Hypersensitivity & Drug Dosages.

आवेदन शुल्क के भुगतान के निर्देश Instructions for Payment of application fees

Step 1:

1. भुगतान विकल्प पर क्लिक करें यह निम्न विंडो के लिए निर्देशित किया जाएगा ।
Click on Payment Option it will directed to following window.

The screenshot shows the State Bank Collect payment portal. At the top, there is a navigation bar with 'SBI' and 'State Bank Collect'. Below it, there is a banner for 'STATE BANK COLLECT A MULTI-MODAL PAYMENT PORTAL'. The main content area is titled 'Terms Used' and contains several bullet points regarding the terms of service. An orange arrow points to a checkbox that says 'I have read and accepted the terms and conditions stated above. (Click Check Box to proceed for payment.)'. Below the checkbox is a 'Proceed' button. At the bottom, there is a footer with '© State Bank of India', 'Privacy Statement', 'Disclosure', and 'Terms of Use'.

2. शर्तों को ध्यान से पढ़ें और भुगतान के लिए आगे बढ़ने के लिए निर्देशित बॉक्स पर क्लिक करें।
Read terms carefully and **click check box to proceed for payment.**

Step 2:

3. भुगतान विंडो के अगले चरण पर, State of Corporate / Institution में "MAHARASHTRA" चुनें और Type of Corporate / Institution में "PSU – PUBLIC SECTOR UNDRTAKING" चुनें ।
On next step of payment window, select "MAHARASHTRA" in State of Corporate / Institution and PSU- Public Sector undertaking in Type of Corporate / Institution.

The screenshot shows the State Bank Collect payment portal. At the top, there is a navigation bar with 'SBI' and 'State Bank Collect'. Below it, there is a banner for 'STATE BANK COLLECT A MULTI-MODAL PAYMENT PORTAL'. The main content area is titled 'Select State and Type of Corporate / Institution' and contains two dropdown menus. The first dropdown menu is labeled 'State of Corporate / Institution *' and has 'Maharashtra' selected. The second dropdown menu is labeled 'Type of Corporate / Institution *' and has 'PSU - PUBLIC SECTOR UNDRTAKING' selected. Below the dropdown menus is a 'Go' button. At the bottom, there is a footer with '© State Bank of India', 'Privacy Statement', 'Disclosure', and 'Terms of Use'.

Step 3:

4. भुगतान विंडो के अगले चरण पर, PSU – public sector undertaking में "MAZAGON DOCK SHIPBUILDERS LIMITED" चुनें।
On next step of payment window, select "MAZAGON DOCK SHIPBUILDERS LIMITED" in PSU – public sector undertaking head.

Step 4:

5. भुगतान विंडो के अगले चरण पर, भुगतान श्रेणी "**Recruitment of Non-Executives on Fix Term Contract basis - Adv. Ref. No. 97/2023**" चुनें।
On next step of payment window, **select payment category "Recruitment of Non-Executives on Fix Term Contract basis - Adv. Ref. No. 97/2023"**.

Step5:

6. भुगतान श्रेणी का चयन करने के बाद, अगले चरण में उम्मीदवार को शुल्क के भुगतान की आगे की प्रक्रिया के लिए सभी विवरण भरने होंगे।
After selecting payment category, on next step Candidate will be required to fill all details for further processing of payment of fees.



MAZAGON DOCK SHIPBUILDERS LIMITED
MAZDOCK HOUSE DOCKYARD ROAD MUMBAI , , MUMBAI-400010

Provide details of payment

Select Payment Category *

Name of Applicant (As per Registration Portal) *

Post Applied For *

Application Number

Date of Birth (DD/MM/YYYY Form) *

Application Submission Date *

Mobile Number

Mobile Number

Email

Fee Amount * Fixed:Rs.100

Remarks

Please enter your Name, Date of Birth (For Personal Banking) / Incorporation (For Corporate Banking) & Mobile Number. This is required to reprint your e-receipt / remittance(PAP) form, if the need arises.

Name *

Date Of Birth / Incorporation *

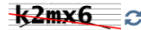
Mobile Number *

Email Id

Enter the text as shown in the image *

Select one of the Captcha options *

Image Captcha Audio Captcha



7. सभी विवरण भरने के बाद सबमिट बटन पर क्लिक करें और सफल भुगतान के लिए प्रक्रिया को पूरा करें ।

After filling all the details click on submit button and complete the process for successful payment.

8. एसबीआई के माध्यम से भुगतान करने के बाद लेनदेन की आईडी और तारीख अंतिम रूप से आपके आवेदन पत्र जमा कर अपने आवेदन पत्र अंतिम रूप से जमा करना है।
Once, payment is done through SBI collect details of transaction ID and Date of transaction is to be filled for final submission of your application form.

Mazagon Dock Shipbuilders Limited
 (Formerly known as Mazagon Dock Limited)
 (Division of Mazagon Dockyard of the Government of India)
 SHIP BUILDER TO THE NATION

ऑनलाइन भर्ती / Online Recruitment

होम / HOME संपर्क करें / CONTACT US प्रोफाइल सम्पादित करें / EDIT PROFILE कार्य / ACTION

Pay Now

आपने पाइप फिटर के पद के लिए आवेदन किया है। / You have applied for the post of PIPE FITTER.

Rs. N शुल्क को पूरा करने के लिए 'भुगतान करें' बटन पर क्लिक करें। / To complete the processing fees Rs. N click on 'Pay Now' button.

ऑनलाइन प्रकार / Online Mode :

पद का नाम / Job Name :	पाइप फिटर / PIPE FITTER
शुल्क / Amount :	Rs. N

After successful payment you have to enter the transaction reference number and date on below boxes and submit to complete the process. else your application will not be considered for further processes.

भुगतान करें / Pay Now

Transaction Number:

Transaction Date: DD/MM/YYYY

Submit

9. आवेदकों को उपरोक्त फॉर्म में सभी विवरण आवेदन पत्र में दी गई जानकारी के अनुसार ही भरना अनिवार्य है। विवरण गलत होने की स्थिति में आवेदन निरस्त किया जाएगा।
 The details submitted in the above form shall be same as submitted in Online Application form. **In case of incorrect details, the application will be rejected.**

अन्य जानकारी / Other Information;

- माझगाँव डॉक शिपबिल्डर्स लिमिटेड (एम.डी.एल.), आवेदक द्वारा किए गए आवेदन फीस भुगतान के एम.डी.एल. के बैंक अकाउंट में क्रेडिट ना होने की स्थिति में जिम्मेदार नहीं होगा।
 Mazagon Dock Shipbuilders Limited (MDL), will not be responsible for non-credit of application fee in MDL account made by the applicant.
- आवेदन की अंतिम तिथि के पश्चात् आवेदक आवेदन फीस का भुगतान नहीं कर सकेंगे तथा आवेदन निरस्त कर दिया जाएगा।
 After the last date of application, the applicant will not be able to pay the application fee and the application will be rejected.
- आवेदक यह भी ध्यान रखें की यदि वे आवेदन की अंतिम तिथि को आवेदन सबमिट करते हैं एवं फीस भुगतान सफल नहीं होता है, तो उनका आवेदन निरस्त हो जाएगा तथा एम. डी. एल. प्रबंधन उसके लिए जिम्मेदार नहीं होगा। अतः आवेदकों से अनुरोध है की वे आवेदन तथा फीस भुगतान समय सीमा के पूर्व ही करें।

Applicants should also note that if they submit the application on the last date of application and fee payment is not successful, then their application will be canceled and M.D.L. Management will not be responsible for the same. Therefore, applicants are requested to make the application and fee payment before the deadline.

- आवेदक को यह सलाह दी जाती है की वे फीस भुगतान के बाद स्वयं के अकाउंट में "फीस स्टेटस" चेक करते रहें। फीस स्टेटस अपडेट ना होने की स्थिति में दूरभाष संख्या 022 2376 4123 पर सोमवार से शुक्रवार सुबह 09:00 से शाम 05:30 तक अथवा ईमेल mdlrecne@mazdock.com पर संपर्क कर भुगतान प्राप्ति की जानकारी ले सकते हैं।

Applicants are advised to keep checking "fee status" in their own account after payment of fees. In case of non-updation of fee status, kindly contact on 022 2376 4123 from Monday to Friday from 09:00 AM to 05:30 PM or email to mdlrecne@mazdock.com for information related to receipt of payment.