



Navratna Company  
(ISO 9001:2015, ISO 14001:2015  
& ISO 45001:2018 Certified)

## भारतीय नौवहन निगम लिमिटेड

(भारत सरकार का उद्यम)

पञ्जीकृत कार्यालय: शिपिंग हाउस, 245 मादाम कामा रोड, मुंबई - 400 021.  
फोन: 91-22 2202 6666, 2277 2000 • 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 • Website: www.shipindia.com



सीआईएन/CIN-L63030MH1950G0I008033

P&A/FP/On-staff/2O-4EO/2022

04.08.2022

### FLEET CIRCULAR

#### Sub : Deputation of 2nd Mate FG (2O/3O) & MEO Class IV Engineer (3EO/4EO) as Technical Assistants On-Staff in various departments

Application Dates: 05/08/2022 to 19/08/2022

The Shipping Corporation Of India Ltd., a Navratna PSU, 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.

Applications are invited from Regular Officers holding 2<sup>nd</sup> Mate FG or MEO Class IV CoC (2O/3O & 3EO/4EO) of SCI Fleet for engagement as Technical Assistant On-staff ashore in various Departments.

**Requirement: 10 Nos. (MEO Class IV and 2nd Mate FG CoC holders)**

Eligibility Criteria:

- Should be regular SCI officers.
- Should not have sailed/worked with any other shipping company.
- Should have completed minimum 06 months sea time after obtaining COC of MEO Class IV or 2nd Mate CoC.
- Should not be on authorised leave for more than 06 months as on 01.07.2022.

**Age Criteria:** The maximum age shall not exceed 35 years as on 01.07.2022.

**Terms and Conditions:**

- The officers will be engaged as Technical Assistants On-staff ashore with prevailing INSA – MUI wages.
- Service as On Staff ashore will be treated as continuous service without break in service between fleet and shore.
- The period of engagement will be 6 months with two extensions of 3 months each at the sole discretion of the SCI Management.
- If concerned officer wants to revert back to sea (Floating Staff) prior completion of engagement period or not willing to accept extension, he shall provide minimum 30 days' notice in writing. Also if Company desires of reverting him back to sea (Floating Staff), it shall be given 30 days' notice in writing.
- SCI shall provide accommodation subject to availability.
- Conveyance to attend office is to be arranged by the officer himself during the period of engagement as Technical Assistance On-staff.
- Medical treatment/attendance if any as per the prevailing INSA-MUI agreement.



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- During the period of engagement, if necessary, officer shall be required to sail on board the vessel as required by the Department. During the period of sailing on board, he shall be treated as On-Staff without any additional allowance.

### Documents Required

Officers will be required to provide following documents while filling the application form:

- a) Copy of COC with validity for minimum 12 months.
- b) Copy of CDC indicating the experience, with validity for minimum 12 months
- c) Copy of Passport with validity for minimum 12 months.

### Criteria for Selection:

The criteria for selection will be on Interview by the selection committee appointed by SCI Management.

### Selection Committee:

The selection committee shall be constituted with representatives from:

Technical Department – 02 persons from Technical Dept.

Fleet Personnel Department – 01 person.

### Selection Process:

- a). In response to the Circular, interested officers may fill in the attached format and forward the same to [m.kapil@sci.co.in](mailto:m.kapil@sci.co.in) with subject as "Application for Deputation On-Staff Ashore as Technical Superintendent On-Staff in Bulk Carrier Dept" OR posted to the following:  
  
Mr. Kapil Mirkur, SM  
Fleet personnel Dept.  
The Shipping Corporation Of India Ltd. "Shipping House", 3rd Floor,  
245 Madam Cama Road,  
Mumbai 400021.
- b) The interviews will be held in a staggered manner depending on the reporting of the candidates for interviews as they sign off from the vessels.
- c) In the event signing off of the Officer for Interview is not possible, the interviews may be conducted via Video conferencing.
- d) A merit list of the candidates will be prepared along with a waitlist panel.
- e) The panel of waitlisted candidates will be kept valid for a year.
- f) Calls will be sent to the selected officers for deputation on-staff.

On completion of selection process, eligible candidates will be posted as Technical Superintendent On-Staff as per company procedure:

  
**DGM (I/c) FP**  
04/08/2022

**Deputation On-staff of SCI Regular 2<sup>nd</sup> Mate (FG) & MEO Class IV holders as Technical Assistants**

Name:	
Vessel/Ex-vessel's Name	
Date Signed On (if on board)/ Date Last Signed Off (if on leave)	
Details of Communication & Permanent address:	
Contact details (phone & email):	
Employee/SAP code No:	
Category: SC/ST/OBC/General	
Educational Qualification:	
Professional qualification (Details of MOT Certificate) self-attested copies of CoC to be attached:	
Additional qualifications, if any: (MBA etc)	Maritime Law / FICS / MICS / MBA or Equivalent (UGC/AICTE Recognized courses) / NMIS PG Diploma / FNMIS / LLM or Equivalent / Recognized courses related to Shipping of not less than 6 months (give details) / LLB / Post Graduate Degree in any other Discipline (give details).
Rank Experience as 3EO/4EO or 2O/3O, as on 01.07.2022 (YY/MM/DD), (self-attested copies of CDC to be attached)	
DOB: (DD/MM/YYYY)	
Age as on 01.07.2022: ( YY/MM/DD)	
Subjected to any disciplinary actions? Provide details:	
Declaration: I solemnly affirm that; the above details are true to the best of my knowledge.	
Date: Place:	Signature: Name:

