



Navratna Company  
(ISO 9001:2015, ISO 14001:2015  
& BS OHSAS 18001:2007 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



सीआइएन/CIN-L63030MH1950G0I008033

Advt. No.06/2022

### Requirement of Cost & Management Trainees at Delhi

The Shipping Corporation of India Ltd., a Navratna PSU has opportunities for two Cost & Management trainees (ICWA) from Institute of Cost Accountants of India for its Delhi Office.

A. The qualification, duration and leave for the Cost and Management Trainees (ICWA) will be as under.

Sr.No.	Particulars	Institute of Cost Accountants of India
1	Qualification	Every Student having registered and cleared intermediate level.
2.	Duration	Minimum 1 year, extendable by two years on satisfactory performance and good conduct during first year of training.
3	Leave	(i) One day leave per month excluding normal holidays. (ii) One month leave without pay for examination of the Institute (iii) Trainees availing leave in excess of his entitled required to undergo training for a further period equivalent to the excess leave taken by him.

#### Terms and Conditions:

**1. Accommodation:**

No accommodation shall be provided.

**2. Transportation:**

No reimbursement of transportation charges will be made.

**3. Working Hours:**

The minimum working hours will be Monday to Friday from 10:00 am to 5:45 pm.

**4. Stipend:**

Rs. 10,000/- per month for 1<sup>st</sup> Year of Training

Rs. 12,500/- per month for 2<sup>nd</sup> Year of Training

Rs. 15,000/- per month for 3<sup>rd</sup> Year of Training

**5. Time Clause:**

Hours spent on any conference, course, seminar organized by the Institute/Region/Chapter shall be treated as period covered under training. However, proof of such training shall have to be provided to SCI.

**6. Medical:**

The trainee will not be eligible for Company's medical benefits.

**7. Location:**

The location would be Delhi; however the Company at its discretion may post the trainee at any of its offices/projects as per its requirement.

**8. Termination:**

The training may be terminated by giving not less than one month's notice or payment of notice pay in lieu thereof in writing by either side.

**B. How to apply:**

Interested candidates should directly apply through the link provided on the Corporations website [www.shipindia.com](http://www.shipindia.com) -> Career -> Shore-> Requirement of Cost and Management Trainees, Delhi (**Advt No. 06/2022**). Candidates are required to upload the following documents along with their resumes in pdf format only in the form.

- i. All Mark sheets of qualifying exam (Intermediate)
- ii. Work Experience certificates for the years as mentioned in application form (if any).
- iii. Training completion certificates (if any).
- iv. Date of Birth proof like Aadhar card/Pan card/Voter/Birth Certificate etc.

While filling the online form, the above documents are to be clubbed/joined/scanned **in a single file** and uploaded **in pdf format** under the upload required document section. Please note that the size of the attachment should not exceed 20 MB.

Candidates are also required to send their updated resume along with the document file (as mentioned above) via email on [shorerecruitment@sci.co.in](mailto:shorerecruitment@sci.co.in) with subject as "Application for Practical Training (ICWAI) (Advt. No. 06/2022)".

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

Note: In case of failure of emails SCI will not be responsible.

**Last date of application: 25/04/2022**

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.

**C. Selection Process:**

Candidates will be shortlisted based on the eligibility criteria for Educational Qualification, Age and any other criteria as mentioned. In case of large number of eligible applications, the Company reserves the right to shortlist the number of candidates for Interview out of eligible candidates in ration of 1:10. The shortlisting will be based on past experience/trainings after completion of Intermediate level in relevant field and further based on higher marks in qualifying exam i.e. Intermediate level of Institute of Cost Accountants of India.

The candidates will be required to submit scanned copies of required documents and experience/training certificates if any in PDF format along with their resume. The Interviews will be conducted at Shipping House, Nariman Point, Mumbai, or through video conferencing depending upon the prevailing COVID pandemic situation at the time of Interview. The schedule will be notified on the Corporation's website.

**Date & Time of the Interview:** Will be notified on Corporations website.

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

**D. GENERAL INFORMATION:**

1. Indian Nationals only need to apply.
2. After selection, the waitlist panel which will be shall be applicable in case of selected candidates not joining for any reason or selected candidates separating or as per requirement of 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 fulfilment 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 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.

**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 of the selection process or after joining the Corporation, it is found that the candidates have furnished false or wrong information; their candidature/engagement 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.**

Contact Person & Contact Details:

Mr. Nilesh Hiremath AM(P)- 022772594