



भारत सरकार/GOVERNMENT OF INDIA

पत्तन, पोत परिवहन और जलमार्ग मंत्रालय/MINISTRY OF PORTS, SHIPPING AND WATERWAYS

नौवहन महानिदेशालय/DIRECTORATE GENERAL OF SHIPPING

समुद्री वाणिज्य विभाग, कोच्चि

MERCANTILE MARINE DEPARTMENT, KOCHI

F No. MMD KO-11/25/INTERNSHIP/ADMIN/ 319

Date: 01 APR 2025

To,
The Directorate General of Shipping,
Mumbai.

(Kind: Attn.: Shri P.L. Muthu, EO (Pers.), DGS, Mumbai)

Sir,

Please find enclosed herewith 'Public Notice' inviting applications from eligible candidates for Scheme for Internship at Mercantile Marine Department, Kochi under Directorate General of Shipping, Mumbai.

It is requested that the above mentioned notice may kindly be published in Directorate General of Shipping (DGS) Mumbai website, at the earliest.

This is issued as per the direction of Principal Officer, Mercantile Marine Department, Kochi.

Yours faithfully,

30/3
01/4/25

उबैदु रहमान

Ubaidu Rehman

इंजीनियर एवं जहाज सर्वेक्षक तथा कार्यालय प्रमुख
Engineer & Ship Surveyor and Head of Office



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MERCANTILE MARINE DEPARTMENT, KOCHI

F. No. MMD KO-11/25/INTERNSHIP/ADMIN/ 318

Date: 01 APR 2025

Public Notice

Sub: Scheme for Internship at Mercantile Marine Department, Kochi under Directorate General of Shipping, Mumbai

It is hereby informed for the general public and interested candidates that the Mercantile Marine Department hereinafter referred as "the Department" under the Directorate General of Shipping Mumbai, Government of India has introduced an Internship Scheme. The objective of this Internship is to encourage the participation of Indian Citizens in the maritime sector and build their professional capacity by providing practical exposure to the industry. This scheme will offer selected young graduates, post-graduates and professionals an opportunity to work closely with the Department in areas such as Maritime Law, Marine Science, Environmental Science, Marine Engineering, and related disciplines.

Key Highlights of Internship Scheme

1. **Eligibility:** Indian nationals holding a Bachelor's degree or higher in disciplines such as Law (inter alia, Maritime Law and Public International Law or LLB), Naval Architecture, Environmental Science, Marine Engineering, Marine Sciences, Computer Science, Information Technology or other related fields.
2. **Internship Duration:** The Internship will be offered for a period ranging from three (03) to six (06) months
3. **Number of Interns:** Up to four (04) interns may be engaged in a year.
4. **Application Process:** Interested candidates are requested to submit their applications in the prescribed Application Proforma (Annexure-1), enclosed along with this notice. The completed application, along with supporting documents, should be sent via email to the designated email address po.mmd-ker@gov.in.
5. **Selection Process:** Selection of Interns will be based on an evaluation of their qualifications, experience, and overall suitability. Selected candidates will be notified through email or telephonic communication.
6. **Stipend:** Interns may be given stipend of INR.7,500/- (Rupees Seven thousand five hundred only) per month during the Internship is subject to satisfactory work performance.

नॉर्थ एंड पी.ओ. पोस्ट बॉक्स सं.3701, विलिंगटन द्वीप, कोच्चि - 682009

North End P.O., Post Box No.3701, Willington Island, Kochi - 682009

दूरभाष / Telephone 0484 2666104, 2587000-38; ई-मेल / E Mail: po.mmd-ker@gov.in

- 7. Certificate:** A Certificate of Internship will be awarded upon successful and satisfactory completion of the Internship.

All interested candidates are advised to carefully read the terms and conditions of the Internship Scheme and for further information, /clarification, please contact admin section, Mercantile Marine Department, Wellington Island Kochi.

**APPLICATION PROFORMA FOR INTERNSHIP AT
THE MERCANTILE MARINE DEPARTMENT, KOCHI
UNDER DIRECTORATE GENERAL OF SHIPPING**

(Only for Indian Nationals)

Paste your
passport-size
photo here

1. Name of the position: Internship
2. Name:
3. Father's Name/Husband's Name:
4. Date of Birth:
5. Gender:
6. Mobile to.
7. Email ID:
8. Address for Communication:
9. Educational Qualifications:

Degree	University	Year

10. Details of courses/ training programs attended, if any:

11. Details of employment in chronological order, if applicable.
(enclose a separate sheet, if the space below is insufficient)

Department/ Institution/ Organization	Post held	From	To	Emoluments	Nature of Duties perform ed	Reason for leaving

12. List of publications, if any (provide title of the publication, Name of journal/Magazine/Newspaper/Media source etc. hyperlink if available.
13. Details of previous Internship/Fellowship, if any:
14. Languages known:
15. Computer Skills:
16. Motivational Statement (Describe in a maximum of 600 words how this Internship aligns with your overall career goals and how your personal character and experience support success in the Internship)
17. Additional information, if any, which you would like to mention in support of your suitability for the Internship {Enclose a separate sheet, if need be):
18. Remarks, if any:

Date:

(Signature of the Candidate)

Scheme for Internship at the Mercantile Marine Department Kochi

The objective of the Directorate General of Shipping Mumbai, Government of India hereinafter referred as "the Directorate" is to implement shipping policy and legislation to ensure the safety of life and ships at sea, prevention of marine pollution, promotion of maritime education and training as well as regulation of employment and welfare of seamen, in co-ordination with the International Maritime Organization, among other things Whereas, it is the mission of the Directorate to provide support to the Government of India in developing and implementing a holistic and integrated maritime development program that has a positive impact on the national economy.

Whereas, it is also the mission of the Directorate to develop and sustain a high-quality human resource management catering to the needs of the global including national maritime industry for competent seafarers, to ensure good governance by adhering to the highest standards of integrity, quality and efficiency in the delivery of shipping services through constant innovation, technology upgradation and value addition and to develop measures to ensure compliance of relevant international instruments relating to safety and security of ships, protection of environment and welfare of seafarers.

Hence, it is felt that there is a need to build capacity in the maritime sector by equipping young qualified professionals with practical skills to pursue a career in the maritime sector.

Therefore, it is realized that an Internship at the Mercantile Marine Department, Kochi hereinafter referred "the Department" in line with the Directorate would serve as an initial exposure for young graduates/post graduates to the industry and potentially draw more young minds to pursue further interest in the maritime field.

Now, therefore, a scheme for Internship has been framed as below;

1. Objective:

The objective of this Scheme is to increase, encourage and promote the participation of Indian citizens in the maritime sector and build capacity there in by acquainting young professionals and recent graduates of Law, Marine Science, Environmental Science and Marine Engineering with the work of the Department through training, research, referencing work, or otherwise, as the case may be, and assisting on matters dealt by the Directorate.

2. Eligibility:

- i. The Internship program is open to Indian citizens with relevant qualifications and expertise in the maritime field as indicated below;
- ii. Applicants must possess a bachelor's degree or higher in a relevant discipline such as Law (inter alia, Maritime law, Public International Law, or LLB.), Naval Architecture, Environmental Science, Marine Engineering, Marine Sciences, Maritime Management, Environmental Science, Computer Science, Information Technology or other related fields.
- iii. Applicants should demonstrate keen interest in the maritime industry and a commitment to contributing to its growth and development.

3. Duration:

- i. The duration of the Internship shall be in the range of three (03) to six (06) months.

4. Number of Interns:

The maximum number of Interns shall be **four (04)** in a year and selection may be made in four different disciplines.

5. Procedure to apply:

Any person willing to enroll as an Intern at the Department may fill out his/her application along with relevant documents in the prescribed **Proforma** attached herewith as Annexure-1. The applicants are advised to fill up the form and submit the same along with the relevant documents before **30.04.2025** by sending email to po.mmd-ker@gov.in or by post to The Principal Officer, Mercantile Marine Department, Willingdon Island, Kochi-682009 in the sealed cover with a superscription "Application for Internship".

6. Selection:

- i. Interns shall be selected based on the outcome of an assessment of their complete application by the Committee constituted by the Competent Authority.
- ii. Selection of Interns shall be subject to the availability of slots.
- ii i. All further intimations will be sent through Emails or telephonic means, as appropriate.

7. Placement:

Each selected Intern shall be attached to the relevant section of the Department with the approval of the Competent Authority.

8. Submission of Report:

At the end of the Internship period, all the Interns shall be required to submit an Internship Report on the work undertaken in the Department.

9. Certificate of Internship:

On satisfactory completion of the Internship, a Certificate of Internship, as the case may be, shall be awarded.

10. Termination:

The Department may terminate the Internship of an Intern at any time without assigning any reasons.

11. Terms & Conditions:

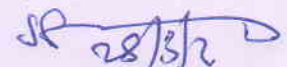
- i. For satisfactory completion of tenure, 90% attendance and submission of Internship report is mandatory.

- ii. This is a full-time Internship to be attended physically and the Interns are not expected to pursue any other course/work during the tenure of the Internship unless otherwise permitted by the Competent Authority.
- iii. Interns have to make his/her own accommodation arrangements during the Internship.
- iv. Interns are requested to present themselves at the office from 9 00 AM to 5 30 PM unless otherwise permitted by the Competent Authority.
- v. Interns shall follow the rules & regulations which are in general applicable to employees of the Department.
- vi. Interns shall follow the confidentiality protocol of the Department and shall not reveal to any person or organization confidential information relating to the Department, its work and policies.
- vii. Unless otherwise permitted by the Competent Authority, all the official materials accessed at the Department shall be treated as confidential and limited to referencing only. Any photocopy taken of any such material shall be only for purposes of the Internship.
- viii. The Internship is neither an employment nor an assurance of employment with the Department.
- ix. In the event of unsatisfactory performance, the concerned Intern may be advised by the Department to discontinue the Internship.
- x. If an Intern decides to disengage from the Department, a one-month prior intimation should & given to the Department.

12. Stipend:

The Interns may be given a monthly honorarium of **Rs. 7,500/- (Rupees Seven thousand five hundred only)** per month during the period of the Internship based on the certification of work by the officer, to whom they are attached.

For any further information, /clarification, kindly contact: K K Thankachan, Admin Section, Mercantile Marine Department, Kochi- 0484-2587005.



(J Senthil Kumar)

Principal Officer-Cum-Jt. Director General (Tech),
प्रधान अधिकारी-सह-संयुक्त महानिदेशक (तकनीकी)