RTI REQUEST DETAILS

Registration No. :	CSLTD/R/E/21/00050	**Date of Receipt :**	17/10/2021
Type of Receipt :	Online Receipt	**Language of Request :**	English
Name :		**Gender :**	
Address :			
State :		**Country :**	
Phone No. :		**Mobile No. :**	
Email :			
Status(Rural/Urban) :		**Education Status :**	
Is Requester Below Poverty Line ? :		**Citizenship Status**	
Amount Paid :	10)	**Mode of Payment**	Payment Gateway
Does it concern the life or Liberty of a Person ? :	No(Normal)	**Request Pertains to :**	
Information Sought :	With reference to your Advt No. P&A/18(194)/2016 dated 09-July-2018 Kindly provide me with the following details 1) No of Registered Applications for the post of the executive trainee (Civil) 2) No of candidates appeared for the written test 3) Question paper with final answer key for the post of the executive trainee (Civil) 4)cut off required for shortlisting to Group Discussion/interview Please send me a soft copy of the above mentioned details to this email		

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COCHIN SHIPYARD LIMITED
KOCHI-682015
(P&A Department)

No. P&A/18(194)/2016 09 Jul 2018

Cochin Shipyard Limited (CSL), a listed premier Mini Ratna Company of Government of India, invites **Online Applications** from young professionals, for filling up the posts of **Executive Trainees** in the following disciplines:

A. Discipline, Vacancies and Educational Qualification

Sl. No	Discipline	No. of vacancies/ Reservation Breakup	Educational Qualification	Categories of Persons with Disabilities (PwD) suitable for the posts*
Col(i)	*Col(ii)*	*Col(iii)*	*Col(iv)*	*Col(v)*
1.	Mechanical	16 (UR-8, OBC-4, SC-3, ST-1)	Degree in Mechanical Engineering from a recognized University securing not less than 65% marks in aggregate for Open and OBC candidates and 55% in the case of SC/ST and PwD candidates.	OA, OL, HH
2.	Electrical	6 (UR-4, OBC-1, ST-1)	Degree in Electrical Engineering from a recognized University securing not less than 65% marks in aggregate for Open and OBC candidates and 55% in the case of SC/ST and PwD candidates.	OL, HH
3.	Civil	2 (UR)	Degree in Civil Engineering from a recognized University securing not less than 65% marks in aggregate for Open and OBC candidates and 55% in the case of SC/ST and PwD candidates.	OA, OL, HH
4.	Electronics	2 (UR-1, OBC-1)	Degree in Electronics Engineering from a recognized University securing not less than 65% marks in aggregate for Open and OBC candidates and 55% in the case of SC/ST and PwD candidates.	OL, HH
5.	Safety	4 (UR-2, OBC-1, SC-1)	Degree in Safety Engineering from a recognized University securing not less than 65% marks in aggregate for Open and OBC candidates and 55% in the case of SC/ST and PwD candidates.	OA, OL, HH
6.	Information Technology	2 (UR-1, OBC-1)	Degree in Engineering in Computer Science/ Information Technology/ Masters Degree in Computer Application/Computer Science/ Information Technology with 65% marks in aggregate for Open and OBC	OA, OL, BL, LV, HH

Sl. No	Discipline	No. of vacancies/ Reservation Breakup	Educational Qualification	Categories of Persons with Disabilities (PwD) suitable for the posts*
Col(i)	*Col(ii)*	*Col(iii)*	*Col(iv)*	*Col(v)*
			candidates and 55% in the case of SC/ST and PwD candidates from a recognized university.	
7.	Finance	2 (UR-1, OBC-1)	Pass in the final examination of the Institute of Chartered Accountants of India/Institute of Cost Accountants of India.	OA, OL, BL, OAL, BLOA, HH
8.	Human Resource	1 (OBC)	Degree with a minimum of 65% marks in aggregate for Open and OBC candidates and 55% in the case of SC/ST and PwD candidates, from a recognized University. Two years Master Degree in Business Administration or equivalent Degree/Diploma with specialization in HR/Post Graduate Degree in Social Work with specialization in Personnel Management or Labour Welfare & Industrial Relations or Post Graduate Degree in Personnel Management, from a recognized University/ Institute, with a minimum of 65% marks in aggregate for Open and OBC candidates and 55% in the case of SC/ST and PwD candidates.	OA, OL, BL, OAL, B, LV, HH

* Two posts out of the above 35 posts are earmarked for Persons with Disabilities (PwD). The detailed physical requirements for the posts and expansions of abbreviations used in *Col(v)* are at **clause E (b).**

Out of 16 posts in Mechanical Discipline and 6 posts in Electrical Discipline, 2 posts each are at Ship Repair Facility at Mumbai Port Trust and Training/posting will be at Mumbai. Training of all other Executive Trainees will be at Kochi and liable to be posted anywhere in projects in India or abroad.

B. <u>Compensation and Benefits</u>

The candidate selected as Executive Trainee will have to undergo one year training during which the trainee will be paid a consolidated monthly stipend of ₹ 50,000/-. If required, the trainee would be retained for extra hours of training beyond normal working hours and on closed holidays, and in such cases would be paid an additional stipend limited to a maximum of ₹ 3000/-pm. On successful completion of one year training, the Executive Trainees shall be considered for appointment as Assistant Manager in E-1 Grade in the scale of pay of ₹40000-3%-140000 and pay fixed at the start of the scale. In addition to Basic Pay, the candidate will be eligible for Industrial

Dearness Allowance as applicable, HRA @ 16% of Basic pay, Perks upto 35% of Basic Pay, Contributory Provident Fund Scheme, Accident Insurance coverage, Leave Encashment, Reimbursement of Medical expenses under the Contributory Medial Insurance policy, Performance Payment etc as admissible. The CTC per annum at the minimum of the scale as on date works out to ₹ 11 Lakhs approx.

C. Age limit as on 20 August 2018

(i) The upper age limit prescribed for the posts shall be 27 years as on 20 Aug 2018, relaxable by 3 years for OBC (Non Creamy Layer) candidates, 5 years for SC/ST candidates, 10 years for Persons with Disabilities (PWD). Age relaxation of five years applicable for candidates who have been domicile of Jammu & Kashmir during the period 01.01.1980 to 31.12.1989 as per Govt. of India Guidelines.

(ii) The date of birth as recorded in the Birth Certificate/Matriculation/Secondary Examination Certificate/Aadhar Card/Passport will only be accepted. In case of discrepancy in date of birth recorded in other certificates, the Date of Birth recorded in Aadhar Card shall be taken.

D. Method of Selection

The selection process comprises of two phases:

(i) **Phase-I - Objective Type Online Test (70 marks)**

The Online Test shall be of **75 Minutes duration comprising of 70 Multiple Choice Questions** in the areas of General Awareness(5 Marks), English Language(5 marks), Numerical Ability(5 marks), Reasoning Ability(5 marks) and Subject Based(50 marks). Each question carries one mark and there will be no negative marks.

(ii) **Phase-II - Group Discussion (GD) and Personal Interview (30 marks)**

(iii) Marks are assigned to the following parameters for preparing the merit list of selection:

(a)	Objective Type Online Test	:	70 marks
(b)	Group Discussion (GD)	:	10 marks
(c)	Personal Interview	:	20 marks
	Total	**:**	**100 marks**

(iv) The Phase-I selection process will be held at various test centres in India as notified by CSL and Phase-II will be held at Kochi. The centres for Phase-I selection process will be **New Delhi, Mumbai, Kolkata, Bengaluru, Chennai, Hyderabad, Kochi, Kozhikode and Thiruvananthapuram.** Candidates shall have the option to choose only one test Centre for the online test. Test centre once chosen shall be final and request for change in test centre shall not be considered. The Objective Type Online test is tentatively scheduled **during the 2nd/ 3rd week of September 2018.**

(v) Psychometric test will be conducted after Phase I test for assessment of candidates short-listed for GD/ interview, on suitable dates as decided by CSL.

(vi) For the Group Discussion / Personal Interview, Candidates will be short listed in the ratio of 1:6 for each post based on the marks secured by the candidates in online test in the order of merit/reservation of posts. Discipline wise merit lists will be prepared on the basis of percentile of marks secured by candidates in the online test. In case, same percentile of marks secured by more than one candidate, percentile marks scored in the subject part of the online test will be the basis of determining the order of merit list. In case of a tie thereafter, relative merit will be decided based on seniority in age. In the case of SC / ST / PwD Candidates, the ratio of candidates to be short-listed will be as prescribed by CSL.

(vii) CSL reserves the right to fix the same or separate minimum marks for pass in the online test for different disciplines / categories of candidates.

(viii) CSL also reserves the right to increase/ decrease the above ratio and also to fix a cut off mark for eligibility for the purpose of short listing candidates for the group discussion and interview, for consideration for selection.

E. Conditions

a. Reservation:

(i) Only Indian Nationals are eligible to apply.

(ii) Government of India Directives on reservation applicable for Scheduled Caste (SC)/ Scheduled Tribe (ST)/ Other Backward Class (OBC)/OBC (Minority)/ Persons with Disabilities (PwD) candidates will apply and be strictly followed.

(iii) Candidates belonging to SC or ST or OBC (Non Creamy Layer), should upload a *valid recent community certificate* issued by the Revenue Authority not below the rank of the Thahsildar, failing which their candidature will not be considered against the reserved posts, and for other concessions / relaxations applicable to the categories.

(iv) In the case of Persons With Disabilities, the degree of disability should be minimum of 40%. The candidate should upload *valid Certificate of disability* to this effect in the prescribed format obtained from a notified authority by Government of India / State Government.

b. Physical Requirements for candidates belonging to PwD:

Sl. No	Discipline	Physical Requirements
(i)	Mechanical	S, ST, W, BN, KC, PP, L, MF, RW, SE, H,C
(ii)	Electrical	S, ST, BN, KC, W, MF, SE, PP, L, C, RW
(iii)	Civil	S, ST, W, BN, L, PP, KC, MF, RW, SE, H, C
(iv)	Electronics	S, ST, BN, W, MF, SE, PP, L, KC, C, RW
(v)	Safety	S, ST, W, JU, PP, RW, SE, H
(vi)	Information Technology	S, ST, RW, MF, SE, H

Sl. No	Discipline	Physical Requirements
(vii)	Finance	S, BN, RW, MF, SE, C
(viii)	Human Resource	S, ST, H, RW

Abbreviations used: S=Sitting, ST=Standing , W=Walking, BN=Bending , L=Lifting, KC=Kneeling & Crouching, JU=Jumping, PP=Pulling & Pushing, MF=Manipulation by Fingers, RW=Reading & Writing, SE=Seeing, H=Hearing, C=Communication, OA=One Arm, OL=One Leg, BL=Both leg, OAL=One Arm and One Leg, BLOA=Both leg & one arm , B=Blind, LV=Low Vision, HH= Hearing Impaired , OH= Orthopaedically Impaired, VH= Visually Impaired

c. <u>Qualification:</u>

(i) The minimum qualification stipulated for the posts must be from a University/ Institute recognized by State/ Central Government /AICTE/ appropriate statutory authority in India.

(ii) Some Universities/Institutes do not award Class or Percentage of marks and allot Aggregate Grade Points (e.g. CGPA/OGPA/CPI, etc.). In case University/Institute defines criteria for conversion of Aggregate Grade Point into Class and/or percentage of marks, the same will be accepted. However, where the University/ Institute does not define criteria for conversion of Aggregate Grade Point into Class and/or percentage of marks, the Aggregate Grade Points may be multiplied by 10 to get the required percentage of marks. The candidate should specifically indicate the percentage of marks obtained (calculated to the nearest 2 decimals). Candidate will have to produce equivalent certificate/document issued by the University evidencing equivalent percentage of marks when called for certificate verification.

(iii) Students appearing for Final year/semester of the Qualifying course indicated at Para A above, can also apply by giving their aggregate marks scored in all the previous semesters. Such candidates, if shortlisted, after the online test should submit documentary proof of having completed the qualifying degree with required percentage of marks specified in this Advertisement at the time of certificate verification, tentatively scheduled in October 2018. Date of verification of certificates / GD/ interview will be notified on CSL Website in due course.

d. <u>Service Agreement Bond:</u>

(i) The selected candidates are required to execute a Service Agreement Bond to serve CSL at least for a period of five years after successful completion of the training and execute a Service Agreement to pay an amount of ₹ 5 Lakhs (Rupees Five lakhs) to CSL for violation of the agreement as liquidated damages.

e. <u>Documents to be uploaded Online:</u>

(i) Candidates are required to ensure that all certificates towards proof of age, qualification, experience, caste, disability etc and a recent passport size colour photograph, signature are ready for uploading before commencement of the online application process. **Copies of certificates / mark sheets in proof of all relevant**

educational qualifications, certificates in proof of age, caste, disability etc should be uploaded, failing which their candidature will not be considered.

(ii) In case of candidates working in Government Departments or Semi Government/ Public Sector Organisations, they should follow rules / procedures applicable in their organisations for applying for outside employment. Such candidates if selected would be allowed to join duty only on production of relieving order / certificate from their organisations.

f. Application fee:

(i) Application fee of **₹750/-(Non refundable, plus bank charges extra) should be remitted using the online payment options (Debit card/Credit card/Internet Banking)** in the Application Portal**. No other mode of payment will be accepted.**

(ii) **No application fee for candidates belonging to Scheduled Caste (SC)/ Scheduled Tribe (ST) / Person with Disability (PwD).** They are exempted from payment of application fee.

(iii) All applicants for whom the fee is applicable, i.e. except those belonging to SC/ST/PwD, should pay the application fee. **It is important to note that their candidature will be considered only on receipt of application fee.**

g. How to Apply:

(i) **Candidates should go through the User Manual and FAQ published in the link www.cochinshipyard.com (Careers page)** before filling the online application. Candidates should not submit more than one application to the same post. Application once submitted shall be final.

(ii) Candidates meeting the requirements notified may submit their application through online from **18 July 2018** and the facility can be accessed through our website www.cochinshipyard.com (Careers page). **Application submitted through any other mode will not be accepted.**

(iii) Candidates are required to upload recent passport size photograph and signature as indicated in the user manual available in CSL web site. Finger print of candidates will be captured at the time of online examination for verification at the time of certificate verification/interview etc. as decided by CSL.

(iv) **After applying through online, candidate should ensure to retain a copy of the application printout containing the unique registration number generated by the system for their reference. It is important to note that, the unique registration number will be obtained only upon successful submission of online application.**

(v) Applicants need not send the online application print out/ certificates etc. by post to Cochin Shipyard Ltd.

(vi) The website will remain functional for the purpose of submitting applications from **18 July 2018** and the last date for submission of applications through online is

20 August 2018. In order to avoid heavy traffic in website on the last date that may result in non-submission of application, candidates are advised to log in to CSL website and submit applications well in advance before the last date.

h. <u>General:</u>

(i) **Candidates are advised to make sure that they are meeting the eligibility requirements as per the vacancy notification for the posts before submitting the applications.**

(ii) Candidates should ensure that all the entries in the online application have been correctly filled in and application submitted successfully. Change in data provided in the application after submitting the same through online will not be considered. Filling of garbage/junk details in any of the fields can lead to rejection of application.

(iii) Application must be complete in all respects as per this Notification vis-a-vis other instructions issued by CSL. **Please note that incomplete applications will not be considered.**

(iv) Candidates have the option to choose test centres for Phase-I selection process, while completing the online application. Change in online test centre opted by the candidate shall not be entertained.

(v) Candidates belonging to PwD and requiring the service of scribe for attending the online test should bring valid certificate issued by notified authority for proof of disability.

(vi) Candidates should bring a photo identity proof (in original) like PAN Card, Aadhar, Driving Licence etc, print out of online job application form (possessing unique registration number) duly signed, and all original certificates towards proof of age, qualification, experience, caste, disability etc along with self-attested copies of these certificates, for verification at the time of Interview/GD and their candidature will be considered on the strength of the original certificates. In case of failure to produce the original certificates at the time of verification, the candidature will be rejected.

(vii) Candidates who are working in Government Departments or Semi Government/ Public Sector Organisations, should submit "**No Objection Certificate**" from the employer at the time of the certificate verification /interview, **failing which they will not be allowed to attend the interview and their candidature will be cancelled/ rejected.**

(viii) If at any stage it is found that any information furnished is false/ incorrect or the candidate does not satisfy the eligibility criteria, the candidature/appointment is liable to be cancelled/ rejected.

(ix) **No travelling allowance will be paid to the candidates for appearing for the online test.** All candidates appearing for Personal Interview shall be reimbursed single to & fro third AC rail fare as admissible for the post as per CSL rules limited to the shortest route from the mailing address mentioned in their online application to Cochin Shipyard Ltd, Kochi on production of proof of travel expense.

(x) Candidates claiming travel re-imbursement are required to submit the **copy of front page of bank passbook with account number and IFSC code**, at the time of certificate verification and the eligible amount of reimbursement will be credited to their bank account through NEFT. Reimbursement of travel fare will only be made to those candidates who submit the above details.

(xi) **However, at the time of Interview/GD, if it is found that the candidate does not fulfil any of the notified eligibility conditions, he/she will neither be allowed to attend the Interview/GD nor paid any travelling allowance.**

(xii) No correspondence regarding the rejection of application in case of ineligibility will be entertained.

(xiii) Call letters can be downloaded through CSL website **www.cochinshipyard.com** from **tentatively by end Aug 2018.** Candidates are requested to frequently check the above website for any updates, corrigendum etc.

(xiv) Submission of online application and Issue of call letter for the Online Test/Personal Interview/GD shall not confer any right to the candidate of acceptance of candidature or cannot be construed as an acknowledgement of fulfilling the eligibility conditions.

(xv) Appointment of selected candidates will be subject to verification of character and antecedents. Selection of candidates claiming reservation applicable to SC/ST/OBC/PwD is subject to verification of caste certificates/disability certificates submitted by such candidates. Submission of false certificates will entail cancellation of candidature / appointment notwithstanding the right of CSL to initiate appropriate action against such candidates.

(xvi) Candidates should be of sound health and satisfy the medical fitness standards as fixed by CSL. The candidates short-listed for appointment after interview/GD should undergo a medical examination in hospitals prescribed by CSL at their own expense and medical fitness of all candidates is further subject to certification by CSL Medical Officer. Candidates who do not meet the medical fitness standards shall not be considered for appointment.

(xvii) Any legal proceedings in respect of any claim or dispute arising out of this advertisement and/or an application in response thereto and selection process thereafter can be instituted only in the Courts/Tribunals/Forums at Ernakulam and such Courts/ Authorities shall have sole and exclusive jurisdiction.

(xviii) There will be no wait list of candidates after filling up of the notified vacancies.

(xix) CSL shall not bear any liability on account of salary/leave salary/gratuity/pension contribution etc, if any of previous employment of any candidate already working in Government/Public Sector Undertakings.

(xx) CSL reserves the right to change the number of vacancies, and the vacancies notified may not be filled up. Further, Cochin Shipyard Ltd. reserves the right to restrict/

alter/cancel/modify the recruitment process, if need so arises without notice or assigning any reason thereof.

(xxi) Any change, amendment, modification or addition to this advertisement shall be given in the CSL website only.

(xxii) For any further clarification, please contact us at 0484-2501221 or via e-mail career@cochinshipyard.com.

F. Important Dates:

Commencement of Online Application : 18 Jul 2018
Last Date of Online Application : 20 Aug 2018

"CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION"
"ONLY INDIAN NATIONALS NEED APPLY"

Sd/-
CHIEF GENERAL MANAGER (HR & TRG)

CSL/SEC/CS/CORRESP/RTI/2021/7 **November 15, 2021**

Sub: Information Under Right to Information Act

Dear Madam,

1. Please refer your RTI request no. CSLTD/R/E/21/00050 dated October 17, 2021. The information sought under the said request relating to the selection for the post of Executive Trainees vide Vacancy Notification No. P&A/18(194)/2016 dated July 09, 2018, is given below:

(i) No. of Registered Applications for the post of the Executive Trainee (Civil).

Answer

The number of registered applicants for the post of Executive Trainee (Civil) against the above referred vacancy notification was 2138.

(ii) No. of candidates appeared for the written test.

Answer

The number of candidates who appeared for the objective type online test for the post of Executive Trainee (Civil) was 1288.

(iii) Question paper with final answer key for the post of the Executive Trainee (Civil).

Answer

The question paper with answer key for the objective type online test conducted for the said post is available on CSL website www.cochinshipyard.in under the tab CAREER.

(iv) Cut off required for shortlisting to Group Discussion/interview.

Answer

The cut off marks for shortlisting the candidates for Group Discussion & Personal Interview for the post of Executive Trainee (Civil) vide the above referred vacancy notification was 63.86.

2. If you are not satisfied with the above reply, you may prefer an appeal within 30 days from the date of receipt of this letter to Shri Bejoy Bhasker, Director (Technical) & Appellate Authority, Cochin Shipyard Limited, Administrative Building, Cochin Shipyard Premises, Perumanoor, Kochi – 682 015.

Thanking You,

Yours faithfully,

Syamkamal N Digitally signed by Syamkamal N Date: 2021.11.15 14:42:07 +05'30'

Company Secretary & CPIO