

Vacancy Notification Ref No. CSL/P&A/RECTT/CONTRACT/OFFICERS/2025/10
Dated 03 December 2025

Cochin Shipyard Limited (CSL), a listed premier Miniratna Schedule 'A' Company of Government of India, invites **Online Applications** from Indian citizens for filling up of the following posts of Officers on contract basis for **Cochin Shipyard Limited (CSL), Kochi:-**

I. Name of Posts, Educational Qualification and Experience:

TABLE 1

<u>Sl. No.</u>	<u>Name of Posts</u>	<u>Educational Qualification</u>	<u>Experience</u>
1.	Security Advisor on contract basis	<p><u>Essential :</u> Graduate in any discipline from a recognized university.</p> <p><u>Desirable :</u> Post-graduate qualification or diploma in Industrial Security/Security Management/ Defence Studies.</p>	<p>Retired officer from Defence Services (Army/Navy/ Air Force) / Central Police Organization listed under Ministry of Home Affairs (MHA)/Central Armed Police Forces with not less than 15 years of experience and retired at Pay Level 12 (7th CPC) or above.</p> <p>Experience in Security Management in Industrial or Defence establishment is preferred.</p>
2.	Project Advisor (Integrated Security Management System) on contract basis	<p><u>Essential :</u> Graduate in any discipline from a recognized university.</p> <p><u>Desirable :</u> Post-graduate qualification or diploma in Industrial Security / Security Management / Defence Studies.</p>	<p>a) Retired officer from Defence Services (Army/ Navy/ Air Force) / Central Police Organization listed under Ministry of Home Affairs (MHA)/Central Armed Police Forces with not less than 10 years of experience and retired at Pay level 11 (7th CPC) or above.</p> <p>Experience in Security management in Industrial or Defence establishment preferred.</p> <p align="center">OR</p> <p>b) Retired officer from a Central Public Sector Undertaking retired at Pay scale E4 or above with not less than 10 years of experience in Security management.</p>

Sl. No.	Name of Posts	Educational Qualification	Experience
3.	Security Officer on contract basis	Essential : Graduate in any discipline from a recognized university. Desirable : Post-graduate qualification or diploma in Industrial Security / Security Management / Defence Studies.	Retired officer from Defence Services (Army/ Navy/ Air Force)/ Central Police Organization listed under Ministry of Home Affairs (MHA)/Central Armed Police Forces with not less than 10 years of experience and retired at Pay level 10 (7 th CPC) or above. Experience in Security management in Industrial or Defence establishment is preferred.

II. Important Dates:

Commencement of Online Application : 05 December 2025

Last Date of Online Application : 20 December 2025

III. No. of Vacancies and Reservation:

TABLE 2

Sl. No.	Name of Posts	UR
1.	Security Advisor on contract basis	1
2.	Project Advisor (Integrated Security Management System) on contract basis	1
3.	Security Officer on contract basis	2
Total		4

- CSL reserves the right to increase / decrease the number of vacancies or not to fill up any of the vacancies or cancel the recruitment process, as per its requirement.
- Due to the frequent visits to yards and vessels inherent in the nature of the employment, the post is not identified for Persons with Benchmark Disabilities (PwBD).

IV. Period of Contract & Place of Posting:

- All the above posts are on contract basis initially for a period of **one year**, for a further period of two years subject to organizational requirements and individual performance.
- The posting shall be at CSL/any other CSL units/project sites as desired by CSL. However, depending upon project requirements, the candidates are liable to be transferred within different units of CSL. The appointment to the post carries with it the obligation to serve in any department of CSL or on-board ships or in any of the units / work sites/ projects undertaken in any part of India or abroad as the case may be.

V. Remuneration:

- a) The remuneration details for the posts are as under:-

TABLE 3

<u>Sl. No.</u>	Name of Posts	Consolidated Pay (Per Month)
1.	Security Advisor on contract basis	₹ 2,00,000/-
2.	Project Advisor (Integrated Security Management System) on contract basis	₹ 1,50,000/-
3.	Security Officer on contract basis	₹ 59,000/-*

* Consolidated pay for the post of Security Officer on contract basis shall be negotiable.

VI. Age:

- a) **For the posts of Security Advisor & Project Advisor (Integrated Security Management System) on contract basis**, the upper age limit shall not exceed **62 years** as on 20 December 2025 i.e. applicants should be born on or after 21 December 1963.
- b) **For the post of Security Officer on contract basis**, the upper age limit shall not exceed **50 years** as on 20 December 2025 i.e. applicants should be born on or after 21 December 1975.

VII. Method of Selection:

- a) The method of selection shall be through **Power Point Presentation and Personal Interview. Only those candidates who successfully complete the certificate verification shall be shortlisted to attend the Power Point Presentation and Personal Interview.** The Power Point Presentation and Personal Interview shall be held at Cochin Shipyard Limited (CSL), Kochi. The marks shall be assigned to the following parameters for the final selection:
- Power Point Presentation for assessing Work experience – 80 Marks
 - Personal Interview – 20 Marks
- Total – 100 Marks**
- b) Depending upon the number of online applications received, CSL reserves the right to scrutinise applications and prepare shortlist of candidates based on meeting eligibility requirements ascertained through the certificates uploaded by the applicants in the online application portal and only such shortlisted candidates may be permitted to attend the selection process.
- c) The candidates shall produce all required certificates in original along with self-attested copies at the time of Certificate Verification failing which they shall not be considered for shortlisting to attend Power Point Presentation and Personal Interview.

- d) Rank list for the posts shall be prepared based on the aggregate marks secured by the candidates in the Power Point Presentation and Personal Interview. In case, same marks secured by more than one candidate, relative merit shall be decided based on seniority in age.

VIII. Conditions:

a) Reservation

- i) Government of India Directives on reservation shall apply.

b) Qualification

- i) The minimum qualification stipulated for the posts must be from a University/Institute/ Examination Board recognized by AICTE/ appropriate statutory authority /State/Central Government.
- ii) Those applicants having qualifications equivalent to any of the prescribed qualifications should submit Equivalency Certificate issued by the Competent Authority and without such certificate, their candidature shall not be considered.
- iii) The applicants are required to fill in the exact percentage of marks scored by them in the qualifying examination in the online application submitted for the post. Some Universities/Institutes/ Examination Boards do not award Class or Percentage of marks and allot Aggregate Grade Points (e.g. CGPA/OGPA/CPI etc.). In case University/Institute/Examination Board defines criteria for conversion of Aggregate Grade Point into Class and/or percentage of marks, the same shall be accepted. However, where the University/Institute/ Examination 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.

c) Experience

- i) **Experience acquired after the date of passing of the qualification stipulated as per the above requirements shall only be considered. Period of post qualification experience shall be reckoned as on 20 December 2025.**
- ii) Training with remuneration shall be treated as experience.
- iii) The candidates should submit all certificates to establish the experience claimed in their online application, failing which their candidature shall be cancelled and they shall not be considered for further selection.
- iv) Applicants who are Ex-servicemen should submit **Discharge Certificate / Book/ Pension Payment Order from the Armed Forces**. Those ex-servicemen having qualification endorsed in their Discharge Certificate/ Book should have working experience in the relevant discipline in the Armed Forces. Such qualification acquired during service period



COCHIN SHIPYARD LIMITED

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A MINIRATNA SCHEDULE A COMPANY UNDER

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shall also be considered for calculation of post qualification experience. Those applicants claiming equivalency of qualification should produce the certificate of equivalency or endorsement in the Discharge certificate of the same with authority (refer order issued by the Govt. of India), should produce certificates indicating qualification and work experience in the relevant discipline in the Armed Forces, as proof of experience. They should produce experience certificate from the authorities concerned, failing which their candidature shall not be considered.

- v) Applicants who are retired CPO/CAPF personnel shall produce Discharge Certificate and all certificates indicating experience in the relevant discipline from the authorities concerned.
- vi) Applicants should clearly specify the nature of work performed and duties, responsibilities handled in the respective jobs, as well as experience certificate in proof of the same shall be uploaded while submitting their online application for the post notified.

d) **Application fee:**

- i) **Application fee of ₹ 400/- (Non-refundable, plus bank charges extra) should be remitted using the online payment options (Debit card/Credit card/Internet Banking) which can be accessed through our Online application facility from 05 December 2025 to 20 December 2025. No other mode of payment shall be accepted.**
- ii) **Applicants belonging to Scheduled Caste (SC)/ Scheduled Tribe (ST) need not pay application fee.** 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 should pay the application fee as stipulated in the above clause. **It is important to note that their candidature shall be considered only on receipt of application fee.**

e) **How to Apply:**

- (i) **Applicants should go through the User Manual and FAQ published in the link www.cochinshipyard.in (Career page→ CSL, Kochi) before filling the online application. The application consists of two phases –One time Registration and submission of application against the post applicable. Applicants should not submit more than one application. Application once submitted shall be final.**
- (ii) **Applicants meeting the notified requirements may do the One time Registration in the SAP Online portal and submit their application.** The facility to submit their application can be accessed through our website www.cochinshipyard.in (Career page → CSL, Kochi) **from 05 December 2025 to 20 December 2025. Application submitted direct or by any other mode shall not be accepted.**
- (iii) Applicants should ensure that all certificates towards proof of age, educational qualification, experience, caste and a recent passport size colour photograph are uploaded in the SAP online application portal, failing which their candidature shall not be considered and shall be rejected.



- (iv) Applicants should ensure that all the entries in the online application have been correctly filled in and application submitted successfully. Change in the data provided in the application after final submission of the same through online will not be considered. Filling of garbage/junk details in any of the fields can lead to rejection of application.
- (v) Application must be complete in all respects as per this Advertisement Notification. **Please note that incomplete applications /withdrawn applications / applications in draft status shall not be considered.** On successful submission of the application, the status of the application shall be shown as **"In process"**. After submission of the application, the candidate shall log in to My Applications and ensure that the application status is **"In process"** to ensure the process is complete. No refund of fees shall be considered after successful submission of application or withdrawal of application.
- (vi) **After applying through online, applicants should retain a soft copy/ printout of the online application containing the unique registration number generated by the system for their reference.** The Registration Number on the online application should be quoted for any correspondence with CSL.
- (vii) **Applicants need not send the online application print out/ certificates/ application fee in the form of DD/Challan/Cheque by post to Cochin Shipyard Ltd.**
- (viii) The website will remain functional for the purpose of submitting applications from **05 December 2025** and the last date for submission of applications through online is **20 December 2025**. In order to avoid heavy traffic in website on the last date that may result in the non-submission of application, applicants are advised to log in to CSL website and submit applications well in advance before the last date. ***Those who apply on the last date of application may not get any troubleshooting assistance/ technical support in SAP application portal by email/phone after 1600 hrs on the last date.***

f) General

- i) Applicants are advised to make sure that they are meeting the eligibility requirements as per the vacancy notification for the post before submitting applications.
- ii) Definition of Ex-serviceman:- Ex-serviceman is a person
 - a) Who has served in any rank whether as combatant or non-combatant in a Regular Army, Navy and Air Force of the Indian Union, and
 - i) Who either has been retired or relieved or discharged from such service whether at his own request or being relieved by the employer after earning his or her pension; or
 - ii) Who has been relieved from such service on medical grounds attributable to military service or circumstances beyond his control and awarded medical or other disability pension; or
 - iii) Who has been released from such service as a result of reduction in establishment;



- b) who has been released from such service after completing the specific period of engagement, otherwise than at his own request, or by way of dismissal, or discharge on account of misconduct or inefficiency and has been given a gratuity; and includes personnel of the Territorial Army, namely, pension holders for continuous embodied service or broken spells of qualifying service; Or
 - c) Personnel of Army Postal Service who are part of Regular Army and retired from the Army Postal Service without reversion to their parent service with pension, or are released from the Army Postal service on medical grounds attributable to or aggravated by military service or circumstances beyond their control and awarded medical or other disability pension; Or
 - d) Personnel, who were on deputation in Army Postal Service for more than six months prior to 14 April, 1987; Or
 - e) Gallantry award winners of the Armed Forces including personnel of Territorial Army; Or
 - f) Ex-recruits boarded out or relieved on medical ground and granted medical disability pension.
- iii) CSL reserves the right to call for any additional documentary evidence from candidates in support of educational qualification / experience / other notified eligibility requirements as indicated in their application, and information / replies to such queries should be only through the e-mail career@cochinshipyard.in. However, CSL shall not be responsible for any delay/non-receipt of such e-mails within the stipulated date and time. Replies to any such queries received after the stipulated date and time shall not be considered, and no further correspondence shall be entertained in this regard.
- iv) Original Certificates of the short-listed candidates shall be verified at the time of joining or at any other stage as decided by CSL. Candidature is purely provisional subject to verification of original certificates in proof of age, qualification, experience, caste, disability, medical fitness etc. and meeting the notified eligibility requirements. At the time of certificate verification/joining, if the candidates shortlisted are found not meeting the eligibility requirements or fail to produce certificates in original or if at any stage, it is found that any information furnished by the candidate is false/incorrect or there has been suppression of facts and information, the candidate shall not be considered for selection and candidature/ appointment will be cancelled/rejected without further notice.
- v) **No TA/DA shall be paid to the candidates for attending the selection process.**
- vi) The vacancies are purely on contract basis for a specific period and CSL is not liable to offer appointment during or after the completion of contract period of the selected candidates.
- vii) **No correspondence regarding the rejection of application in case of ineligibility shall be entertained.**
- viii) **Call letters shall not be sent to short-listed candidates by post.** They shall be informed to download call letter by e-mail /through CSL website www.cochinshipyard.in. **Schedule of the selection process shall be intimated to the short-listed applicants through Email/CSL website (Career page→ CSL, Kochi).** Candidates are requested to frequently check the above website (Career Page→ CSL, Kochi) for updates related to the selection.

- ix) Mere submission of application, issue of call letter and attending selection process shall not confer any right to the applicant of acceptance of candidature or cannot be construed as an acknowledgement of fulfilling the eligibility criterion or does not constitute an offer of appointment, and will not entitle the applicant to any claim for employment in CSL.
- x) The candidates short-listed for appointment should undergo a medical examination in the hospitals as prescribed by CSL. The reports of such medical examination may be examined by Medical Officer of CSL and the appointment of the candidate may be subject to certification of Medical fitness.
- xi) 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.
- xii) Rank lists shall be maintained for the post and the validity period of the rank list shall be up to 18 months from the date of reporting of the last candidate, from the list of candidates advised to join on publication of the result, or until a fresh notification for the same post is issued. The rank list may be operated if a vacancy occurs either due to non-joining of a candidate advised to join from the rank list or due to the subsequent separation of a candidate selected from the rank list. The rank list may also be used to fill up future vacancies that arise during the validity of the rank list, with specific approval from competent authority.
- xiii) The number of post indicated in this notification is based on existing requirement and shall vary depending on the future requirements and the vacancies that may arise during the validity period of the rank list shall be filled up from that rank list at the discretion of the CSL.
- xiv) Notwithstanding the above or any other conditions, CSL reserves the right not to fill up the vacancies notified. Further, the filling up of the notified vacancies shall be subject to the suitability of candidates in the rank list, availability of projects and job requirements. CSL reserves the right to restrict/ alter/cancel/modify the recruitment process, if need so arises.
- xv) The selected candidate is required to give an undertaking to comply with CSL policy on usage of smart phones at work place.
- xvi) Submission of application shall be considered as unconditional acceptance of all terms and conditions of this vacancy notification by the applicant.
- xvii) All documents related to this selection shall be preserved for a period of two years from the date of publication of results.
- xviii) 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.

- xix) Any amendment, modification or addition to this advertisement shall be given in the CSL website only.
- xx) For any further clarification related to the advertisement and conduct of selection, please contact us via e-mail career@cochinshipyard.in or Land Line Number 0484 – 250 1221.

**“CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION”
“ONLY INDIAN NATIONALS NEED TO APPLY”**

Sd/-
GENERAL MANAGER (HR & LD)

