

कोचीन शिपयार्ड लिमिटेड/COCHIN SHIPYARD LIMITED

कोच्ची /KOCHI - 15

(कार्मिक व प्रशासन विभाग)/(P & A Department)

No. CSL/P&A/RECTT/PERMANENT/SCD/2022/17

Date: 23 November 2022

SELECTION TO THE POST OF STAFF CAR DRIVER FOR CSL
SCHEDULE FOR CERTIFICATE VERIFICATION & OBJECTIVE TYPE TEST

1. Refer Vacancy Notification No. CSL/P&A/RECTT/PERMANENT/SCD/2022/17 Dated 03 October 2022 for selection to the post of Staff Car Driver for Cochin Shipyard Limited (CSL) published on CSL website www.cochinshipyard.in.
2. As per clause F of the vacancy notification, the method of selection shall include **Phase I** - Objective type test and **Phase II** - Practical Test as detailed under:-

Method of Selection and Marks
Phase I : Objective type Test – 30 marks (35 minutes duration)
Phase II : Practical Test - 70 marks
Total-100 marks
Minimum pass mark:
Phase I : Objective type Test – 15 marks out of 30 marks
Phase II : Practical Test - 35 marks out of 70 marks

3. Based on the verification of copies of certificates submitted, the candidates with registration numbers given hereunder are provisionally shortlisted to appear for the Certificate Verification and Objective Type Test to be held on the dates and time indicated below at Training Institute, Cochin Shipyard Limited, Kochi (reporting time : 0800 Hrs). Other details of selection process shall be informed to the short-listed candidates separately through e-mail:-

Registration Numbers of provisionally short-listed candidates	Date of certificate verification	Date of Objective type test & Duration of test
<u>Following candidates sponsored from Employment Exchanges are provisionally shortlisted subject to verification of original certificates on the date :</u> 50790001, 50790002, 50790003, 50790004, 50790005, 50790006, 50790007, 50790008, 50790009, 50790010, 50790011, 50790012, 50790013, 50790014, 50790015, 50790016, 50790017, 50790018, 50790019, 50790020, 50790021, 50790022, 50790023, 50790024, 50790025, 50790026, 50790027, 50790028, 50790029, 50790030, 50790031, 50790032, 50790033, 50790034, 50790035, 50790036, 50790037, 50790038, 50790039, 50790040, 50790041, 50790042, 50790043, 50790044, 50790045, 50790046, 50790047, 50790048, 50790049, 50790050, 50790051, 50790052, 50790053, 50790054, 50790055, 50790056, 50790057, 50790058	07.12.2022 (Wednesday)	08.12.2022 (Thursday) 35 minutes duration

Registration Numbers of provisionally short-listed candidates	Date of certificate verification	Date of Objective type test & Duration of test
50681842, 50681891, 50681895, 50681938, 50681942, 50681959, 50681991, 50681995, 50682011, 50682059, 50682069, 50682753, 50683346, 50685186, 50686010, 50687647, 50688253, 50689508, 50691125, 50691801, 50692767, 50694029, 50694224, 50694342, 50694764, 50696062, 50696355, 50696601, 50696726, 50697073, 50701752, 50702798, 50702914, 50703516, 50708081, 50708509, 50709837, 50710555, 50710726, 50713593, 50713612, 50713620, 50713653, 50713687, 50713716, 50713720, 50713728, 50713931, 50713986, 50714010, 50714046, 50714067, 50714073, 50714085	08.12.2022 (Thursday)	08.12.2022 (Thursday) 35 minutes duration

3. With reference to clauses F (d) & (f) of the vacancy notification, mark list for the post shall be prepared on the basis of marks secured by the candidates in the Objective type test. In case same marks secured by more than one candidate, marks scored in the discipline part of the Objective type test shall be the basis of determining the order of mark list. In case of a tie thereafter, relative merit shall be decided based on seniority in age. Candidates who score minimum pass marks and above in the Objective test shall be short listed for the practical test in the ratio of 6 candidates against the one post notified, in the order of merit. The practical test for such short-listed candidates shall be held separately, which shall be informed later.
4. Candidates are requested to report at the venue as per the reporting time for the certificate verification and Phase I - Objective type test. **No candidates shall be admitted for the selection process after the commencement of the selection process.**
5. **All candidates attending the selection process should undergo RTPCR test and produce negative test result (taken within 2 days before the date of selection at CSL) for attending the selection process.**
6. **Short-listed candidates should ensure that they fulfill all the eligibility requirements viz. age, qualification, experience etc. as advertised vide notification No. CSL/P&A/RECTT/PERMANENT/SCD/2022/17 Dated 03 October 2022 before appearing for the selection process. Candidates who successfully complete the certificate verification shall only be permitted to attend the Phase I - Objective type test.**
7. For provisionally shortlisted candidates, call letters for certificate verification & Phase I - Objective type test shall be sent to email ID mentioned in the online application. **Non receipt of call letters, if any, shall be informed by email to career@cochinshipyard.in latest by 30.11.2022 (Wednesday).** Other instructions for certificate verification and Phase I - Objective type test are

detailed in the call letter. Candidates are requested to go through the general instructions in the call letter, before appearing for the certificate verification and Phase I - Objective type test.

8. **Candidates should bring two copies of the call letter, with recent passport size photographs pasted and a valid photo identity proof (in original). ONLY Passport/Election ID card/Aadhaar/Driving license issued by the Government, shall be accepted to secure entry to the Shipyard. **Those who do not produce the call letter and valid photo identity proof (in original) will not be allowed to appear for selection process.** One copy of the call letter is to be submitted to CSL during the certificate verification. The candidates should retain the other copy of the call letter, till the completion of selection process. Candidates should also produce the documents mentioned in the call letter at the time of certificate verification.**

9. **Candidates short-listed for certificate verification / Phase I - Objective type test should produce print out of online application form (possessing unique registration number) duly signed with photograph, and all certificates in Original (as mentioned in the call letter) towards proof of age, qualification, experience etc., as well as one set of self-attested copy of all the certificates, during the certificate verification their candidature will be considered on the strength of the original certificates along with the Call Letter and valid Photo ID. **Those who do not produce the original certificates or online application form will not be allowed to appear for the selection process.****

10. **Candidature is provisional subject to verification of certificates for proof of age, qualification, experience, medical fitness etc. and meeting the notified eligibility requirements.** At the time of verification /joining, if the candidates short- listed 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.

11. **In the context of Covid-19, the candidates are informed to strictly abide by all safety and security instructions while inside the CSL premises and follow the instructions as listed under:**
 - a) All candidates travelling inter-state/inter-district should strictly follow the extant guidelines of the governments/district administration /ICMR prior to attending selection process at CSL.

 - b) It is advised to avoid crowded public transport to the extent possible. Maintain social distance while using such transport and wear personal protective like mask, goggles, gloves etc. and avoid touching the surfaces using naked hands.

 - c) All candidates seeking entry into CSL shall wear appropriate face masks properly covering their nose, mouth, chin etc. The candidates shall remove the mask at gates for identification. **THOSE CANDIDATES WITHOUT FACE MASKS SHALL NOT BE PERMITTED ENTRY INTO CSL.**

- d) All candidates seeking entry into the yard have to stand in the spaces marked at the Gates, entrances etc. so that social distancing as per norms can be ensured at these locations. NO CROWDING AT GATES FOR ENTRY/EXIT SHALL BE PERMITTED.
- e) All candidates shall avoid touching any pillars, bars, hand rails etc.
- f) All candidates should remove their jackets/overcoats etc at the gates for security check.
- g) Compulsory screening shall be done for all candidates entering through gates with thermal scanner.
- h) Wearing of masks, Social distancing and queue system shall be strictly adhered.
- i) **Any candidate with positive test results or found to have fever and cough with breathing problems are liable to be stopped / denied entry / permission to attend the selection process.**
- j) **All candidates shall bring their own mask, personal sanitizer (50ml), transparent water bottles / other refreshments and avoid sharing of personal items.**
- k) Candidates **should bring own stationery items and avoid sharing of such items.**
- l) Movement to any other areas / buildings / work sites of CSL other than the **venue of certificate verification/Selection test shall be strictly prohibited.**

12. SC/ST/PwBD candidates appearing for the certificate verification at CSL shall be reimbursed single to & fro sleeper class rail/bus fare as admissible for the post as per company rules by the shortest route from the mailing address mentioned in their online application form to the venue of certificate verification, on production of proof. Candidates claiming travel re-imburement are required to submit the copy of front page of **Savings bank passbook with account number and IFSC code**, at the time of certificate verification and the eligible amount of reimbursement shall be credited to their bank account through NEFT. Reimbursement of travel fare shall only be made to those candidates who submit the above details. However, at the time of certificate verification, if it is found that the candidate does not fulfill any of the notified eligibility conditions, he/she shall neither be allowed to attend Phase I nor be paid any travelling allowance.

13. Possession and use of electronic devices such as **Camera, Mobile Phone, Micro Phone, Digital watch or any other associated accessories, Calculator, Log Tables, Pager, Digital diary books, other electronic gadgets etc are strictly prohibited in the examination hall.** If any candidate is found in possession of any these devices / documents, his/her candidature is liable to be cancelled.

14. Candidates who are found engaged in malpractices or violating the instructions of the Invigilator in the examination hall shall be disqualified.

15. **No correspondence regarding the rejection of application in case of ineligibility shall be entertained.**
16. Issue of call letter and mere 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.
17. **Please note that request for changing the date, time and venue of the certificate verification and / or objective type test shall not be entertained.**
18. CSL reserves the right to extend the scheduled date or postpone / reschedule the certificate verification & selection process (to the following day or a later date), due to any compelling /administrative reasons / government imposed restrictions or guidelines and candidates are advised to plan accordingly. CSL shall not be liable to entertain any claim arising out of re-scheduling of the dates of selection process.
19. **Candidates are advised to frequently visit CSL website (Career page → CSL, Kochi) for all updates related to the selection.**
20. Any changes in the above schedule shall be notified on CSL website only.
21. Other terms and conditions of the Vacancy notification No. CSL/P&A/RECTT/PERMANENT/SCD/2022/17 Dated 03 October 2022 shall apply.
22. For any further clarification, please contact us vide e-mail career@cochinshipyard.in.

“किसी प्रकार की मतार्थना अयोग्यता मानी जाएगी।”
“CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION”

Sd/-
सहायक महा प्रबन्धक (मानव संसाधन)
ASSISTANT GENERAL MANAGER (HR)