

HOOGHLY COCHIN SHIPYARD LIMITED

HOWRAH – 711109

Ref. No.– HCSL/HR/RECTT/PERMA/2025-26/4

Date: 14.01.2026

**VENUE, REPORTING DATE & TIME FOR CERTIFICATE VERIFICATION &
POWER POINT PRESENTATION ON WORK EXPERIENCE TO THE POST
ASSISTANT ENGINEER (IT) FOR HOOGHLY CSL**

1. The detail schedule for **Phase-II selection process** to the posts of **Assistant Engineer (IT)** for Hooghly CSL are as follows:

NAME OF THE POST	DATE OF SELECTION TEST	REPORTING TIME	METHOD OF SELECTION	VENUE
Assistant Engineer (IT)	20.01.2026 (Tuesday)	11.00 A.M	Phase II: Power point presentation on work experience (20 Marks) (Candidate should bring own pendrive)	Hooghly Cochin Shipyard Limited (HCSL), Administrative Building, HCSL Premises, Satyen Bose Road, P.O. Danesh Shaikh Lane, Nazirgunge, Howrah, West Bengal - 711 109

2. As per the clauses VI of the Vacancy Notification No. HCSL/ HR/ RECTT/ PERMA/ 2025-26/ 4 dated 25.06.2025, the method of Phase II - selection for the above post shall include Power point presentation on work experience (20 Marks).

3. For provisionally short-listed candidates for Phase-II selection tests, Power point presentation on work experience, email for selection tests has already been sent to e-mail ID mentioned in the application. Non-receipt of emails, if any, shall be informed by email careers@hooghlycsl.com latest by 17th January, 2025. Other instructions are detailed in the email. Candidates are requested to go through the general instructions in the email, and ensure that all instructions mentioned in the email are adhered to before appearing for the selection.

4. **Candidates should bring two copies of the call letter (copy of the email communication), with recent passport size photographs pasted, all original certificates along with xerox copies and a valid photo identity proof (in original & xerox copy) like Passport/Election ID proof/ Aadhaar/ Driving license issued by the Government,** to secure entry to the venue and abide by all safety and security instructions while inside the company premises. Those who do not produce the call letter and valid photo identity proof (in original) will not be allowed to appear for selection test. One copy of the call letter is to be submitted during the selection tests. The candidates should retain the other copy of the call letter, till the completion of selection process.

5. The call letter to attend the selection test is purely provisional.

6. Candidates should bring own stationery items for the selection test and avoid sharing of such items.
7. Movement to any other areas / buildings / work sites of the Examination Centre other than the venue of the selection tests shall be strictly prohibited.
8. Please note that request for changing the date, time and venue of the selection test shall not be entertained.
9. No travelling allowance shall be paid to any candidates for appearing for the written tests. However, SC/ST/PwBD candidates appearing for the Phase-II shall be reimbursed single to & fro sleeper class rail 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 Hooghly CSL, on production of proof. Candidates claiming travel re-imbursement 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 selection process nor be paid any travelling allowance.
10. No correspondence regarding the rejection of application in case of ineligibility at any stage shall be entertained.
11. Depending upon number of candidates, HCSL reserves the right to extend the scheduled date or postpone / re-schedule the selection test to the following day or a later date, due to any compelling/ Administrative reasons and candidates are advised to plan accordingly.
12. Issue of call letter and mere attending selection tests 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 you to any claim for employment in HCSL.
13. Candidates are advised to frequently visit CSL /HCSL website (Career page) for all updates related to the selection.
14. Any changes in the above schedule shall be notified on CSL /HCSL website only.
15. Other terms and conditions of the Vacancy Notification No. HCSL/ HR/ RECTT/ PERMA/ 2025- 26/ 4 dated 25.06.2025 shall apply.
16. For any queries, please contact us at [033-2955 8283 ext-241](tel:033-29558283).

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Sr. Manager (IR & HR)
On & behalf of Hooghly Cochin Shipyard Limited