



Vacancy Notification Ref No. CSL/P&A/RECTT/PERMANENT/BACKLOG VACANCIES/2022/15 dated 01 November 2022

Cochin Shipyard Limited (CSL), a listed premier Mini Ratna Company of Government of India, invites **Online applications** from experienced professionals, who are Indian citizens and belonging to **Scheduled Caste (SC) and Scheduled Tribe (ST) categories**, for filling up of the following **Executive posts in CSL, Kochi and CSL AN Ship Repair Unit (CANSRU), Port Blair, Andaman & Nicobar Islands:-**

A. Name of Posts, Educational Qualification, Experience & Job Requirements:

TABLE 1

<u>Sl No</u>	<u>Name of Posts</u>	<u>Educational Qualification, Experience & Job Requirements</u>
1.	Manager (Marine) for CSL	<p><u>Educational Qualification:</u></p> <p>a) Degree in Marine Engineering with minimum of 60% marks from a recognized University.</p> <p style="text-align: center;">OR</p> <p>Degree in Mechanical Engineering or Engineering Degree in Naval Architecture with minimum of 60% marks from a recognized University, along with pass in one year Graduate Marine Engineering course (pre-sea training) conducted by Directorate General of Shipping, Govt. of India.</p> <p>b) At least II class MOT Certificate of Competency (Motor) issued under Merchant Shipping Act 1958.</p> <p><u>Experience:</u></p> <p>a) Minimum of 9 years post qualification experience.</p> <p>b) Of the above, minimum of 6 years shall be sailing experience on board ships.</p> <p>c) Experience of 9 years shall be relaxable by a maximum of two years in case sufficient candidates with notified eligibility requirements are not available.</p> <p>d) In case of candidates working in the regular cadre in PSUs / Government / Autonomous bodies, one-year experience shall be in the immediate lower scale of pay or equivalent.</p> <p><u>Job Requirements:</u></p> <p>a) Planning, organizing and coordinating the activities of Ship Repair.</p> <p>b) Carry out functions of the marine engineering related activities in Ship Repair.</p> <p>c) Sail on board ships if required to undertake repairs.</p> <p>d) Execute Ship Repair activities with focus on marine</p>



Sl No	Name of Posts	<u>Educational Qualification, Experience & Job Requirements</u>
		<p>engineering related Ship Repair including, quality control and Project Management.</p> <p>e) Manage workmen and contractors, gain detailed knowledge of developments and potential specific to the field.</p> <p>f) Align focus with development of the department to meet the organizational objective.</p> <p>g) Build and develop client relationship.</p> <p>h) Lead a team for various projects.</p> <p>i) Work on new strategic requirements related to allocated account aligned to the strategic need of the yard.</p>
2.	Deputy Manager (Mechanical) for CANSRU	<p><u>Educational Qualification:</u></p> <p><u>Essential:</u> Degree in Mechanical Engineering with minimum of 60% marks from a recognized University.</p> <p><u>Desirable:</u> Proficiency in Computer Applications like AutoCAD, SAP, MS Project, MS Office etc.</p> <p><u>Experience:</u></p> <p><u>Essential:</u></p> <p>a) Minimum of 7 years post qualification managerial experience in</p> <ul style="list-style-type: none">• Shipbuilding or• Ship repair or• Engineering company or• Offshore Fabrication or• Marine related Engineering companies or• Government / Semi-Government Companies / Establishments. <p>b) Experience shall be in the areas of Planning/ Production/ Procurement / Fabrication/ Outfitting/ Repairs/ Quality Assurance/ Installation/ Project Management/ Commercial/ Marketing.</p> <p>c) In case of candidates working in the regular cadre in PSUs / Government / Autonomous bodies, one-year experience shall be in the immediate lower scale of pay or equivalent.</p> <p><u>Desirable:</u> Experience of working in an ERP /SAP/ computerized environment.</p>



Sl No	Name of Posts	Educational Qualification, Experience & Job Requirements
		<p><u>Job Requirements:</u></p> <p>a) Planning, organizing and co-ordinating the activities of Commercial/ Procurement/ Operation/ QC, execution and timely completion of all electrical system works related to ship repair.</p> <p>b) Co-ordinate with project team, clients, vendors & contractors during project execution as well as during invoice settlement, liaising with vendors in procurement of materials.</p> <p>c) Co-ordinate with contractors for subcontract work packages.</p> <p>d) Executing repair scope of work as per agreed defect list, AWRF, GWRP etc.</p> <p>e) Ensure strict compliance to yard Quality Management and HSE Systems.</p>
3.	Deputy Manager (Electrical) For CANSRU	<p><u>Educational Qualification:</u></p> <p><u>Essential:</u> Degree in Electrical Engineering with minimum of 60% marks from a recognized University.</p> <p><u>Desirable:</u> Proficiency in Computer Applications like AutoCAD, SAP, MS Project, MS Office etc.</p> <p><u>Experience:</u></p> <p><u>Essential:</u></p> <p>a) Minimum of 7 years post qualification managerial experience in</p> <ul style="list-style-type: none">• Shipbuilding or• Ship Repair or• Engineering company or• Marine related Engineering companies or• Government/Semi-Government Companies/ Establishments. <p>b) Experience shall be in the areas of Electrical Equipment Installation / Outfitting / Repairs/ Quality Assurance/ Installation and commissioning of Power Generation and Distribution/ Project Execution.</p> <p>c) In case of candidates working in the regular cadre in PSUs / Government / Autonomous bodies, one-year experience shall be in the immediate lower scale of pay or equivalent.</p>



Sl No	Name of Posts	Educational Qualification, Experience & Job Requirements
		<p>Desirable: Experience of working in an ERP/SAP/ computerized environment.</p> <p>Job Requirements:</p> <p>a) Planning, organizing and co-ordinating the activities of Commercial/ Procurement/ Operation/ QC/ Maintenance sections.</p> <p>b) Execution and timely completion of all electrical system works related to ship repair.</p> <p>c) Co-ordinate with project team, clients, vendors & contractors during project execution as well as during invoice settlement.</p> <p>d) Liaising with vendors in procurement of materials.</p> <p>e) Co-ordinate with contractors for subcontract work packages.</p> <p>f) Executing repair scope of work as per agreed defect list, AWRF, GWRF etc.</p> <p>g) Ensure strict compliance to yard Quality Management and HSE Systems.</p>

B. Important dates:

Commencement of Online Application : 02 November 2022
Last Date of Online Application : 30 November 2022

C. Grade, No. of Vacancies and Reservation:**TABLE 2**

Name of Posts	Grade	SC	ST
Manager (Marine) for CSL	E3	1	-
Deputy Manager (Mechanical) for CANSRU	E2	-	1
Deputy Manager (Electrical) For CANSRU		1	-
TOTAL*		2	1

**Backlog vacancies*

- (i) CSL reserves the right to increase / decrease the number of vacancies or not to fill up the vacancy or cancel the recruitment process, as per its requirement.
- (ii) The posts are identified for applicants belonging to SC/ST categories, with bench mark disabilities as below:-

**TABLE 3**

Name of Posts	Category	Bench Mark disability
Manager (Marine) for CSL	Category (b)	Deaf and Hard of Hearing
	Category (c)	One Arm, One Leg, Cerebral Palsy, Leprosy Cured, dwarfism, Acid Attack Victims
	Category (d)	Specific Learning Disability, Mental Illness
	Category (e)	Multiple Disabilities involving all above
Deputy Manager (Mechanical) for CANSRU	Category (b)	Deaf and Hard of Hearing
	Category (c)	One Arm, One Leg, Cerebral Palsy, Leprosy Cured, dwarfism, Acid Attack Victims
	Category (d)	Specific Learning Disability, Mental Illness
	Category (e)	Multiple Disabilities involving all above
Deputy Manager (Electrical) For CANSRU	Category (b)	Deaf and Hard of Hearing
	Category (c)	One Arm, One Leg, Cerebral Palsy, Leprosy Cured, dwarfism, Acid Attack Victims
	Category (d)	Specific Learning Disability, Mental Illness
	Category (e)	Multiple Disabilities involving all above

D. Pay Scale, Benefits & Place of Posting:

(i) Pay scale:

TABLE 4

Grade	Pay scale
E3	₹ 60000-3%-180000
E2	₹ 50000-3%-160000

(ii) Monthly Emoluments as on date:-

TABLE 5

Sl No	Wage Type	Amount (in ₹)	
		Manager (Marine) for CSL	Deputy Managers for CANSRU
1	Basic pay	₹ 60,000.00	₹ 50,000.00
2	DA (at present 34.8%)	₹ 20,880.00	₹ 17,400.00
3	HRA (at present 18%)	₹ 10,800.00	₹ 9,000.00
4	Location Based Allowance (10%)	NA	₹ 5,000.00
5	Perks & Allowances (35%)	₹ 21,000.00	₹ 17,500.00
Total		₹ 1,12,680.00	₹ 98,900.00

(iii) Other benefits under New Pension Scheme, Contributory Provident Fund, Accident Insurance coverage, Reimbursement of Medical expenses under the Contributory Medical Insurance policy, Leave encashment, Performance related Payment etc. as admissible shall be applicable for the posts.



- (iv) The posting shall be at CSL Kochi /CSL AN Ship Repair Unit (CANSRU), Port Blair, Andaman & Nicobar Islands /any other CSL units/project sites as desired by CSL. However, depending upon project requirements, the candidate is 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) Selected candidate shall be placed in the minimum of the pay scale and pay protection will not be considered.

E. Age:

- (i) **The upper age limit prescribed for the post of Manager (Marine) for CSL shall not exceed 45 years as on 30 November 2022. i.e., applicants should be born on or after 01 December 1977.**
- (ii) **The upper age limit prescribed for the post of Deputy Managers for CANSRU shall not exceed 40 years as on 30 November 2022. i.e., applicants should be born on or after 01 December 1982.**
- (iii) The upper age limit shall be relaxable by 5 years for Persons with Benchmark Disabilities (PwBD). Age is relaxable for Ex-servicemen subject to maximum of 50 years for the post of Manager (Marine) for CSL and 45 years for the post of Deputy Managers for CANSRU.

F. Method of Selection:

- (i) The selection process shall be held at CSL, Kochi or interview through electronic media.
- (ii) The method of selection shall include a Power Point Presentation, Group discussion and Personal Interview. Candidates who are provisionally short-listed for the post shall be required to do the Power Point Presentation highlighting their work experience (duration of not more than ten minutes). The work experience shall be assessed by selection committee based on the documents submitted by the candidates and the power point presentation on work experience. Based on the Power Point Presentation, the candidates shall be further short-listed for Group discussion and Personal Interview. Only candidates who are meeting the notified work experience and job requirements shall be permitted to attend Group discussion & Personal Interview. The marks shall be assigned to the short-listed candidates based on the following parameters for final selection:
- | | | |
|--|---|------------------|
| a) Work Experience in the relevant job/ area | : | 40 marks |
| b) Power Point Presentation on work experience | : | 30 marks |
| c) Group Discussion | : | 10 marks |
| d) Personal Interview | : | 20 marks |
| Total | : | 100 marks |



- (iii) CSL reserves the right to scrutinise applications for the posts and prepare shortlist of candidates based on meeting eligibility requirements ascertained through the certificates submitted and only such shortlisted candidates shall be permitted to attend the selection process.

G. Conditions:

a) Reservation:

- (i) Government of India Directives on reservation shall apply.
- (ii) Applicants, should produce a *valid recent community certificate* issued by the Revenue Authority not below the rank of the Tahsildar, failing which their candidature shall not be considered against the post, and for other concessions / relaxations applicable to the category.
- (iii) In the case of Persons with Benchmark Disabilities, the degree of disability should be a minimum of 40%. The applicant should submit a *valid Certificate of disability* to this effect in the prescribed format issued by Competent Authority as per the Rights of Persons with Disabilities Rules, 2017.

b) Qualification:

- (i) The minimum qualification stipulated for the post 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 Board 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 30 November 2022.**
- (ii) Training period in any organisation shall not be counted as work experience, including the period of executive training, management training, apprentice training, advanced training or any other training.
- (iii) **Experience Certificates obtained from Companies registered under the Companies Act 1956 or Foreign Companies of equivalent status shall only be considered for short listing and for consideration for selection.**
- (iv) Applicants who are presently working in any company (Private/ Public sector /Govt.), in the absence of experience certificate, should submit copy of **Appointment / Offer letter issued by the company, latest Pay Slip / copy of last Pay drawn and CTC Certificate during the current financial year/ IT Form-16 of the previous financial year** as proof of work experience. **For past employment, experience certificate indicating the date of joining as well as relieving should be submitted. 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.**
- (v) Applicants in regular Government service or in Government owned industrial or other similar organizations should submit their applications online directly to CSL. However, such applicants are required to upload a declaration (as per **Annexure - I**) that they have informed in writing to their employer that they have applied for the post notified by CSL. Candidature of such applicants will not be considered if objection if any received from the employer.
- (vi) Applicants who are Ex-servicemen should submit **Discharge Certificate/ Book/ Pension Payment Order from the Armed Forces**. Those ex-servicemen having Degree endorsed in their Discharge Certificate/ Book should have working experience in the relevant discipline in the Armed Forces. Such qualification acquired during service period shall also be considered for calculation of post qualification experience. Ex-servicemen claiming equivalency of Degree in discipline 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.



- (vii) Those ex-servicemen, on re-employment in any Government job on civil side after availing of the benefits given to him as an ex-serviceman, his ex-serviceman status for the purpose of re-employment in Government shall be governed by DoPT OM Nos. 36034/27/84-Estt(SCT) dated 02.05.1985, 36034/6/90-Estt(SCT) dated 10.10.1994 and 36034/1/2014-Estt (SCT) dated 14.08.2014. **All ex-servicemen shall submit an undertaking along with the online application, that he has not been re-employed in Government after availing the benefits for ex-servicemen (as per Annexure – II).**
- (viii) **Employees who are currently working in CSL/ any other units of CSL on the regular rolls are not eligible to apply for the same posts at the same pay scales notified by CSL.**
- (ix) 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:

Nil

e) How to Apply:

- (i) **Applicants should go through the User Manual published in our website www.cochinshipyard.in (Career page) 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) **from 02 November 2022 to 30 November 2022. 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, disability etc 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 have been correctly filled in and application submitted successfully. Filling of garbage/junk details in any of the fields can lead to rejection of your 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.
- (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. It is important to note that, the unique registration number shall be obtained only upon successful submission of online application.** 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) For applying through the SAP online application facility, the website shall remain functional from **02 November 2022 to 30 November 2022**. The last date for submission of applications through online is **30 November 2022**. **In order to avoid heavy traffic in website on the last date that may result in 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 the SAP application portal after 1600 hrs on the last date.**

f) General:

- (i) **Applicants belonging to SC/ST categories are only eligible to apply.**
- (ii) **Applicants are advised to make sure that they are meeting the eligibility requirements as per the vacancy notification for the post before submitting the applications.**
- (iii) 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 14th 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.
- (iv) 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.
- (v) Original Certificates of the short-listed candidates shall be verified again 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 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.
- (vi) Candidates appearing for the selection process at CSL shall be reimbursed single to & fro sleeper class rail/bus fare as admissible for the posts as per company rules by the shortest route from the mailing address mentioned in their online application form to CSL, Kochi on production of proof. Candidates claiming travel re-imbusement 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.
- (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 E-mail/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 and Issue of call letter 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) Appointment of selected candidates will be subject to verification of character and antecedents and verification of caste certificates if applicable.
- (xi) 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.
- (xii) CSL shall not bear any liability on account of salary/leave salary/gratuity/pension contribution etc, if any related to previous employment of any candidate already working in Government/Public Sector Undertakings.



- (xiii) Rank lists shall be maintained for the posts and shall be operated only in the event of occurrence of a vacancy during the validity period of the rank list. 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, unless a fresh notification for the same post is issued. Vacancy which arose as stated above shall not be treated as a fresh vacancy.
- (xiv) The number of posts 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 CSL.
- (xv) 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.
- (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.

“CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION”

“ONLY INDIAN NATIONALS NEED APPLY”

Sd/-
GENERAL MANAGER (HR & TRAINING)