



COCHIN SHIPYARD LIMITED

A GOVERNMENT OF INDIA ENTERPRISE

A MINI RATNA COMPANY UNDER THE MINISTRY OF PORTS, SHIPPING AND WATERWAYS

Vacancy Notification Ref No. CSL/P&A/RECTT/CONTRACT/Ex-servicemen/ 2021/9 (B) dated 21 July 2021

WALK IN SELECTION FOR EX-SERVICEMEN ON CONTRACT BASIS

Cochin Shipyard Limited (CSL), a listed premier Mini Ratna Company of Government of India, invites **applications from Ex-servicemen** through **walk-in-selection**, for filling up of the following posts on a fixed term contract basis for CSL and International Ship Repair Facility at Willingdon Island:-

I. Name of Posts, No. of Vacancies/Reservation, Qualification, Experience and Job requirements

Sl No	Name of Posts	Number of Vacancies & Reservation	Educational Qualification	Experience	Job requirements
1	Project Assistant (Admin) on contract basis	2 Posts (UR)	Graduation certificate issued by the Armed Forces of India.	Essential: Minimum two years experience in admin related duties in the Armed Forces of India. Desirable: Knowledge in the use of computers.	Experience in works relating to office correspondence, computer applications, dispatch of letters and maintaining registers for recording inward and outward movement of files, letters, documents etc.
2	Nursing Assistant-cum-First aider on contract basis for International Ship Repair Facility (ISRF)	2 Posts (UR)	Essential: a)VII Standard pass. b)Valid First Aid Certificate from St. John's Ambulance Association / Recognized Institutions. Desirable: Adequate knowledge of Malayalam.	Minimum three years experience as Nursing Assistant / First Aider in a 25 bed hospital / Factory / Armed Forces.	Assist with the set-up and maintenance of traction equipment, cleaning or sterilizing equipment, maintaining and repairing equipment, and assembling, setting-up and operating job-related equipments.
Total Number of Posts		4 Posts (UR)			



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II. Period of Contract

All posts above are temporary in nature and for a maximum period of **three years** subject to project requirements and individual performance.

III. Remuneration

The remuneration details for the posts are detailed under:-

Posts	Contract Period	Consolidated pay per month (₹)	Compensation For Extra Hours of Work (Per Month in ₹)
Project Assistant (Admin)	1 st Year	24,400/-	5100/-
	2 nd Year	25,100/-	5200/-
	3 rd Year	25,900/-	5400/-
Nursing Assistant-cum-First Aider	1 st Year	20,200/-	Nil
	2 nd Year	20,800/-	Nil
	3 rd Year	21,500/-	Nil

IV. Age

The upper age limit for the posts shall not exceed **45 years** as on **10 Aug 2021**.

V. Method of Selection:

- The method of selection for the posts shall be through **Objective type & Descriptive type written tests**. The **Objective Type Written Test (80 Marks)** shall consist of two parts General (30 Marks) and Discipline related (50 Marks). The **Descriptive Type Written test** shall be Discipline related, and shall be out of **20 Marks**.
- Applicants meeting the notified requirements shall attend a Walk in selection on stipulated dates to submit their application along with the self-attested copies of their certificates. Based on the notified eligibility requirements ascertained through the certificates submitted by the applicants, only shortlisted candidates shall be permitted to attend selection tests on later dates as informed separately.
- The rank lists for the respective posts shall be prepared on the basis of aggregate marks secured by candidates in the Objective and Descriptive type tests. In case, same aggregate marks is secured by more than one candidate, marks scored in the descriptive type test shall be the basis of determining the order of merit. In case of a tie thereafter, relative merit shall be decided based on seniority in age.
- The minimum marks for pass in the Objective and Descriptive type tests shall be fixed as 33.33% each of the marks apportioned for the tests.



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- e) The parameters for selection may be subject to change and the same would be notified prior to commencement of the selection process.

VI. Mode of receipt of application:

- a) Applicants meeting the requirements shall attend walk in selection on date & time given below and submit the applications in the prescribed format along with the self-attested copies of certificates in the drop boxes provided at **Recreation Club, Cochin Shipyard Limited, Thevara Gate, Kochi - 682 015**. Application format **Annexure - I** is given along with this advertisement on our website (Career page) www.cochinshipyard.in. The schedule of Walk in selection shall be as under:-

Sl No	Name of Posts	Date & Time of Walk in Selection
(a)	Project Assistant (Admin) on contract basis	10 Aug 2021 08:30AM to 02:00PM
(b)	Nursing Assistant-cum-First aider on contract basis for ISRF	

Note: In the context of restrictions due to COVID-19 pandemic situation and applicable protocols/rules, **the Selection tests for the candidates meeting the eligibility requirements shall be conducted on subsequent dates**, as informed separately to the shortlisted candidates.

- b) Application submitted in any other mode shall not be accepted. Application once submitted shall be final.
- c) The applicants attending the walk in selection should submit the following :-
- Application form in **Annexure I** with recent passport size photograph pasted on the application.
 - Self-attested copy of Aadhaar Card.
 - Self-attested copies of Certificates and testimonials, in proof of age/ date of birth, educational qualifications, experience, caste , disability etc.
 - Discharge Book /Service and Release Certificate (Pages containing Personal Particulars and Service Particulars)/ Pension payment order.
- d) Application Form must be complete in all respects as per the Advertisement Notification. Please note that incomplete and unsigned applications shall not be considered. Filling of garbage / junk details in any of the fields can lead to rejection of your application.
- e) Applications that are incomplete, not in the prescribed format, not legible, without the required enclosures will be summarily rejected without assigning any reason and no correspondence in this regard will be entertained.



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- f) The candidature of the applicants shortlisted for selection tests shall be purely provisional, subject to verification of original certificates in proof of age, qualification, experience, caste, disability etc at the time of joining or at any other stage. In case, the candidates are found not meeting the eligibility requirements or fail to produce certificates in original, the candidate shall not be considered for selection and candidature will be cancelled / rejected without further notice.

IV. **Conditions:**

(a) **Reservation:**

- (i) Government of India Directives on reservation applicable for Scheduled Caste (SC)/ Scheduled Tribe (ST)/ Other Backward Class (OBC)/ OBC (Minority)/ Economically Weaker Sections (EWS)/Persons with Benchmark Disabilities (PwBD)/Ex-servicemen (ESM) candidates shall apply subject to meeting the eligibility requirements.
- (ii) 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 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.

(c) **Experience:**

- (i) Experience acquired after the date of passing of the qualification stipulated as per item I above shall only be considered. Period of post qualification experience shall be reckoned as on 10 Aug 2021.
- (ii) 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 as proof of experience. For past employment, experience certificate indicating the date of joining as well as relieving should be submitted.**



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(iii) Applicants should submit **Discharge Certificate/ Book/ Pension Payment Order from the Armed Forces** and all certificates indicating relevant qualification (in case the qualification is endorsed in the service certificate) and work experience in the relevant discipline in the Armed Forces, as proof of experience.

(d) **General:**

(i) **Only Ex-servicemen shall apply.**

(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 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.

(iii) **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.**



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- (iv) In the present context of Covid -19 pandemic situation, the candidates are informed to strictly abide by all safety and security instructions during the walk-in, selection tests and while inside the CSL premises and follow the instructions as listed under:-
- (a) **All candidates attending the selection process should undergo Rapid antigen test or RTPCR test (for those who are symptomatic and antigen negative) and produce negative test result (taken within 48 hours) for attending the selection process.**
 - (b) **All candidates travelling inter-state/inter-district should strictly follow the extant guidelines of Government of Kerala /ICMR prior to attending selection process at CSL.**
 - (c) **It is advised to avoid crowded public transport to the extent possible. Maintain social distance while using such transport and wear personal protectives like mask, goggles, gloves etc. and avoid touching the surfaces using naked hands.**
 - (d) **All candidates seeking entry into CSL shall wear appropriate face masks properly covering 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.**
 - (e) **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.**
 - (f) **All candidates shall avoid touching any pillars, bars, hand rails etc.**
 - (g) **All candidates should remove their jackets/overcoats etc at the gates for security check.**
 - (h) **Compulsory screening shall be done for all candidates entering through gates with thermal scanner.**
 - (i) **Wearing of masks, Social distancing and queue system shall be strictly adhered.**
 - (j) **Any candidate with positive test results, or found to have fever and cough with breathing problems shall be stopped / denied entry / permission to attend the selection process.**
 - (k) **All candidates shall bring their own mask, personal sanitizer (50ml), transparent water bottles / other refreshments and avoid sharing of personal items.**
 - (l) **Movement to any other areas / buildings / work sites of CSL other than the venue of walk-in / selection process shall be strictly prohibited.**



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- (v) 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.
- (vi) **No TA/ DA shall be paid to the candidates for attending the selection.**
- (vii) The vacancies are purely on contract basis for a specific period and Shipyard is not liable to offer appointment during or after the completion of contract period of the selected candidates.
- (viii) No correspondence regarding the rejection of application in case of ineligibility will be entertained.
- (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.
- (x) Candidates short-listed for appointment should undergo a medical examination in the hospitals as prescribed by CSL. The reports of such medical examination shall be examined by Medical Officer of CSL and the appointment of the candidate shall be subject to certification of Medical fitness by Medical Officer of CSL.
- (xi) 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.
- (xii) Rank lists shall be maintained for all posts and shall be operated only in the event of occurrence of a vacancy caused by non-joining of a candidate from the rank list within the date of joining as stipulated in the offer of appointment issued to the candidate, OR, where a candidate joins the post and in the event of separation of a person on account of death or resignation from the post during the period of one year from the date of joining. The validity period of the rank list shall be upto one year from date of publication of results, unless a fresh notification for the same post is issued. Vacancy which arose as stated above shall not be treated as a fresh vacancy and the actual number of posts filled up against this notification shall under no circumstances exceed the number of vacancies indicated in this notification.



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- (xiii) 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 without notice or assigning any reason thereof.
- (xiv) 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.
- (xv) All documents related to this selection shall be preserved for a period of two years from the date of publication of results.
- (xvi) 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.
- (xvii) Any amendment, modification or addition to this advertisement shall be published in the CSL website only.
- (xviii) Submission of application shall be considered as unconditional acceptance of all terms and conditions of this vacancy notification by the applicant.
- (xix) For any further clarification, 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)