

COCHIN SHIPYARD LIMITED

KOCHI 682015

(P&A Department)

No.PERL/2(235)/13

29 Jan 2014

Cochin Shipyard Limited, premier Shipyard in the country and a Mini Ratna Company of Government of India, invites **Online Applications** from candidates fulfilling requirements, for filling up of the following posts:

I. Name of Posts, Educational Qualification & Experience

Sl No	Name of Post & No. of Vacancies	Educational Qualification & Experience
A. SUPERVISORY POSTS		
A.1	Accountant PS-I Grade (4- Posts, SC-1, OBC-1, UR-2)	Graduate with M.Com and Seven years experience in Finance/Accounting in a Government Department/Large Public or Private Sector Undertaking or Graduate with a Pass in CA/ICWA intermediate examination with Five years experience in Finance/Accounting in a Government Department/Large Public or Private Sector Undertaking. Experience of working in a computerised environment would be an added advantage.
A.2	Assistant Engineer (Painting) PS-I Grade (2- Posts, OBC-1, UR-1)	Degree in Chemistry or Three year Diploma in any branch of Engineering from a State Board of Technical Education securing minimum of 60% of marks and possessing NACE or FROSIO level-I Inspector qualification. Seven years experience in painting preferably in a Shipyard/Naval Dockyard or Heavy Engineering Company.
B. WORKMEN POSTS		
B.1	Technical Assistant (Mechanical) Pay Scale-W10 (6-Posts, ST-1, OBC-1, UR-4)	Pass in Three year Diploma in Mechanical Engineering from a State Board of Technical Education securing minimum of 60% of marks. Seven Years experience in planning and production control activities in Shipyard/Dockyard or Heavy Engineering Company and must be Computer savvy.
B.2	Laboratory Assistant Pay Scale-W7 (1-Post UR)	B.Sc in Physics or Diploma in Mechanical Engineering or Diploma in Metallurgy. Four years experience in Mechanical Testing, Metallography, Radiography, Ultrasonic Testing in a reputed Industrial Metallurgical Laboratory. Preference will be given to those having exposure in ultrasonic testing (with certificates equivalent to ISNT Level-I) and other non-destructive techniques of testing welded joints and must be Computer savvy.
B.3	Junior Technical Assistant Pay Scale-W7 (Total 15-Posts, ST-1, SC-2 OBC-3, UR-9) (Mechanical-8, Electrical-3, Civil-2, Electronics-1, Instrumentation-1)	Pass in three year Diploma in Mechanical/Electrical/Civil/ Electronics/ Instrumentation Engineering from a State Board of Technical Education securing minimum of 60% of marks. Four years experience relating to works in Hull, Engineering, Electrical, Civil, Electronics and Instrumentation. Preparation of Reports, Stores and Material Accounting, Updating ERP System, Man hour Booking, Record and Report Generation, Invoice preparation in a Shipyard/Heavy Engineering Company and must be Computer savvy.

Sl No	Name of Post & No. of Vacancies	Educational Qualification & Experience
B.4	Junior Commercial Assistant Pay Scale-W7 (15-Posts, ST-1, SC-1, OBC-3, UR-10)	Pass in three year Diploma in Commercial Practice/Computer Science/ Information Technology securing minimum of 60% of marks from a State Board of Technical Education. Four years experience in matters relating to Office work, Updating ERP System, Man hour Booking, Data entry, Record and Report Generation, maintenance of files, registers and records in a Shipyard/Heavy Engineering Company and must be Computer savvy.
B.5	Storekeeper Pay Scale-W7 (4-Posts, SC-1, OBC-1, UR-2)	Graduate with Post Graduate Diploma in Materials Management or Diploma in Engineering (Mechanical/Electrical). Four years experience in storekeeping in a Shipyard/Heavy Engineering Company/Government. Preference will be given to those having exposure in materials management/ ERP packages.
B.6	Instrument Mechanic Pay Scale-W6 (2-Posts, SC-1, UR-1)	Pass in SSLC, ITI (National Trade Certificate) and All India National Trade Test (National Apprenticeship Certificate) in the trade of Instrument Mechanic or equivalent qualifications in the case of Ex-Servicemen. Five years experience in the repair and maintenance of Instrument Gauges, Pneumatic, Electric and Hydraulic controlling systems of various equipment, gas cutting machines, pressure regulators, heating equipment etc. in a Shipyard or Heavy Engineering Company.
B.7	Welder Cum Fitter Pay Scale-W6 (Total: 101 posts, ST-3, SC-13, OBC-23, UR-62) *(Welder / Fitter Structural - 47 Fitter Pipe-15 Fitter Engineering/ Maintenance -39) *Posts in the respective category may vary, depending upon Shipyard requirements	Pass in SSLC, ITI (National Trade Certificate) and All India National Trade Test (National Apprenticeship Certificate) in any one of the following trades or equivalent qualifications in the case of Ex-Servicemen. a) Fitter (Structural/Pipe (Plumber)/ Sheet Metal Worker/ Welder (Gas & Electrical) or b) Fitter or Mechanic (Motor Vehicle/Diesel /Tractor/ Earth Moving Machinery) Five years experience in the following areas in a Shipbuilding/ Ship repair yard or Heavy Engineering Company. i) Gas cutting and welding (gas and electric, manual, automatic, MIG/ semi-automatic special welding), gouging, gas and electric brazing, flame heating, chipping and grinding, staging and handling, etc. or ii) Structural work using machines like bending machine, shearing machine, hydraulic presses etc and or in repair and maintenance of heavy duty cranes, hydraulic presses, compressors, pneumatic tools etc. or iii) Erection, repair and maintenance of pumps, generators, compressors, marine engines, thermal power station auxiliaries etc. or iv) Experience as Pipe Fitter including pipe shop experience such as cutting, bending, fabrication, welding, pressure testing, surface treatment etc.

Sl No	Name of Post & No. of Vacancies	Educational Qualification & Experience
B.8	Fitter (Electrical) Pay Scale-W6 (30 Posts, ST-1, SC-2, OBC-7, UR-20)	Pass in SSLC, ITI (National Trade Certificate) and All India National Trade Test (National Apprenticeship Certificate) in the trade of Electrician or equivalent qualification in the case of Ex-Servicemen. Five years experience as Mechanic or Electrician looking after the operation of Sub station, installation of HT/LT switchgears, transformers, maintenance of electrical equipments in a Shipbuilding/ Ship repair yard or Heavy Engineering Company.
B.9	Fitter (Electronics) Pay Scale-W6 (2-Posts-UR)	Pass in SSLC, ITI (National Trade Certificate) and All India National Trade Test (National Apprenticeship Certificate) in the trade of Electronic Mechanic or equivalent qualifications in the case of Ex-Servicemen. Five years experience in the repair and maintenance of electronic control circuits of industrial equipments/onboard Ships/ Shipyard or Heavy Engineering Company.
B.10	Painter Pay Scale-W6 (2-Posts, ST-1, UR-1)	Pass in SSLC, ITI (National Trade Certificate) with All India National Trade Test (National Apprenticeship Certificate) in the trade of Painter (Marine/General)/Fitter/Sheet Metal Worker or equivalent qualification in the case of Ex-Servicemen. Five years experience as Painter (Marine) in Shipbuilding/ Ship repair yard or Heavy Engineering Company.
B.11	Shipwright Wood Pay Scale-W6 (2-Posts- ST-1, UR-1)	Pass in SSLC, ITI (National Trade Certificate) and All India National Trade Test (National Apprenticeship Certificate) in the trade of Shipwright Wood (Carpenter) or equivalent qualifications in the case of Ex-Servicemen. Five years experience as Carpenter in Shipbuilding/ Ship repair yard or Heavy Engineering Company.
B.12	Machinist Pay Scale-W6 (7-Posts, ST-1, SC-1, OBC-1, UR-4)	Pass in SSLC, ITI (National Trade Certificate) and All India National Trade Test (National Apprenticeship Certificate) in the trade of Machinist or equivalent qualifications in the case of Ex-Servicemen. Five years experience as a Machinist in operating Machine Tools like Lathes, Milling Machine, Turning Machine etc. in a Shipyard or Heavy Engineering Company.
B.13	Crane Operator (Electrical) Pay Scale-W6 (10-Posts, SC- 1, OBC-2, UR- 7)	Pass in SSLC, ITI (National Trade Certificate) and All India National Trade Test (National Apprenticeship Certificate) in the trade of Electrician/ Electronic Mechanic or equivalent qualification in the case of Ex-Servicemen. Five years experience in operating EOT cranes in a Shipbuilding/ Ship repair yard or Heavy Engineering Company.
B.14	Crane Operator (Diesel) Pay Scale-W6 (2-Posts- SC/ESM-1, UR/ESM-1)	Ex-Servicemen who have passed SSLC, ITI (National Trade Certificate) certificate in the trade of Fitter or Mechanic (Diesel) or equivalent qualifications. Five years experience in the operation and maintenance of Mobile Cranes in a Shipyard or Heavy Engineering Company.
B.15	Serang Pay Scale-W6 (1-Post UR)	Pass in VII Std. Must possess the Serang Certificate issued by the Mercantile Marine Department. Experience not less than two years as Serang of a Motor Boat to carry 20 or more passengers.

SI No	Name of Post & No. of Vacancies	Educational Qualification & Experience
B.16	Fireman Pay Scale-W5 (6-Posts, SC- 1, OBC-1, UR- 4)	Pass in SSLC. Training in Fire Fighting from a State Fire Force or Public Sector Undertaking or recognised Fire Fighting course in the Armed Forces or Training in Fire Watch/Patrol from State Fire Fighting Force. Valid First Aid Certificate from St. John's Ambulance Association/ Recognised Institutions. Knowledge in Malayalam is desirable. One year experience for those with training in Fire Fighting or 5 years experience for those with training in Fire Watch/Patrol as a Fire Watchman in State Fire Force or in a large Industrial Undertaking or in the Armed Forces.
B.17	Semi Skilled Rigger Pay Scale-W5 (10-Posts, SC-1, OBC-2, UR-7)	Pass in IV Std. Five years experience in Rigging of heavy-duty machine parts, assisting in the erection of machinery/ equipment etc, in a Shipbuilding/ Ship repair yard or Heavy Engineering Company. Good knowledge of splicing works of wire ropes.
B.18	General Worker (Canteen) Pay Scale-W1 (6-Posts, ST-1, SC-1, OBC-1, UR-3)	Pass in VII Std. Candidates with One year Certificate Course in Food Production/ Food and Beverages Service from a Government Food Craft Institute/ Two year Vocational Certificate in Catering and Restaurant Management from an institution recognised by Central/State Government will be preferred. Five years experience in preparation or serving of meals in a Factory Canteen that caters to a minimum of 250 workers / in a 3 Star Hotel / in a reputed and licensed Food Catering Service Agency. Knowledge in Malayalam is desirable.

From the posts notified at SI No. A1 & A2 and B1 to B18, eighteen vacancies are reserved for Persons with Disabilities (Visually Handicapped -7 vacancies/ Hearing Handicapped-5 vacancies/ Orthopaedically Handicapped-6 vacancies).

II. Scale of Pay

All the posts are in Industrial Dearness Allowance (IDA) pattern and consist of Basic Pay, IDA, and HRA and Allowances as admissible.

Pay Scale	Scale of Pay
PS-I	₹ 11200-29500
W10	₹ 10200-27400
W7	₹ 9300-22200
W6	₹ 8900-18500
W5	₹ 8400-16200
W1	₹ 6600- 13200

III. Age

Post	Age Limit
SI No. A.1, A.2, B.1, B.16, B.17	a) For posts at SI No. A.1, A.2 and B.1, age as on 31 Jan 2014 shall not exceed 40 years. b) For posts at SI No. B.16 and B.17, age as on 31 Jan 2014 shall not exceed 40 years and for those working in a Shipyard, age is relaxable by 5 years. Further, age relaxation of 3 years for OBC, 5 years for SC/ST, 10 years for Persons with Disabilities (PWD) and 45 years or the period of military service plus three years in the case of Ex-servicemen.

Post	Age Limit
For all other posts	Age as on 31 Jan 2014 shall not exceed 35 years, relaxable by 3 years for OBC and 5 years for SC/ST, 10 years for Persons with Disabilities (PWD) and 45 years or the period of military service plus three years in the case of Ex-servicemen.

Even after applying cumulative age relaxation, as applicable, age shall not exceed the maximum limit as stipulated by Government of India from time to time.

IV. Method of Selection

For all posts, depending upon the number of candidates eligible/ short-listed, the selection process will be held at Cochin Shipyard Limited, Kochi or at any other places in Kochi/ Kerala. Request for change in venue/dates of tests/interview will not be entertained. The method of selection will include a Written/Practical Test/Personal interview tentatively scheduled to be held in March/April 2014 or on any other dates decided by Shipyard.

Post	Method of Selection & Marks	Syllabus
Sl No. A.1 to A.2 and B.1 to B.5	Written Test-80 marks Interview-20 marks	The written test both objective and descriptive type will include questions on General Knowledge, General English, Reasoning, Quantitative Aptitude and discipline related.
Sl No. B.6 to B.18	Practical Test/ Physical test/ Objective type written test -80 Marks Interview-20 marks	Practical Test in the relevant trade/job. For posts at Sl No. B.15 to B.18, practical test include Physical test/ Objective type written test.

V. Conditions

a) Reservation

- (i) Government of India Directives on reservation applicable for Scheduled caste (SC)/ Scheduled Tribe (ST)/ Other Backward Class (OBC)/ OBC (Minority)/ Persons with Disabilities (PWD) / Ex-Servicemen (ESM) candidates will apply and be strictly followed.
- (ii) Candidates belonging to SC or ST or OBC (Non Creamy Layer), should produce a valid recent community certificate issued by the Revenue Authority not below the rank of the Thahsildar, failing which their candidature will not be considered against the reserved posts.
- (iii) In the case of Persons with Disabilities, the degree of disability should be minimum of 40%. The candidate should possess latest Certificate to this effect in the prescribed format issued by an authorized Medical Board constituted by the Government of India / State Government.
- (iv) From the posts notified at Sl No. A1 & A2 and B1 to B18, eighteen vacancies are reserved for Persons with Disabilities (Visually Handicapped -7 vacancies/ Hearing

Handicapped-5 vacancies/ Orthopaedically Handicapped-6 vacancies) category. The physical requirement for posts include ST, S, W, BN, L, SE, KC, MF, H, RW and PP (ST-Standing, S-Sitting, W-Walking, BN-Bending, L-Lifting, SE-Seeing, KC-Kneeling & Crouching, MF-Manipulating with Fingers, H-Hearing, RW-Read & Writing, PP-Pulling and Pushing).

- (v) Reservation of posts for Ex-servicemen 14.5% in the case of posts at SI No. A.1 to A2 and B.1 to B.5 and 24.5 % in the case of posts at SI no. B.6 to B.18 will apply.

b) Qualification

- (i) Those candidates having qualifications equivalent to any of the prescribed qualifications should enclose equivalency certificate issued by the competent authority along with print out of their online application and without such certificate, their candidature will not be considered.
- (ii) For posts at SI No. A2, B1, B3 and B4, relaxed standards in qualification requirement (55% of marks and above in qualifying examination) will be followed in the case of SC/ST/PWD candidates, provided they satisfy all other requirements.
- (iii) **Candidates should possess the qualification as on 31 Jan 2014.** The qualification must be from a University/Institution recognized by the appropriate statutory authority in India and should be regular/full time courses.
- (iv) Some Universities/Institutes do not award Class or Percentage of marks and allot Aggregate Grade Points (e.g. CGPA/OGPA/CPI etc). In case, the University/Institute defines criteria for conversion of Aggregate Grade Point into Class and/or percentage of marks in the candidates' mark lists, the same will be accepted. However, where the University/ Institute 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.
- (v) For the post of Crane Operator (Electrical) at SI No. B.13, the requirement of National Apprenticeship Certificate will be relaxed in the case of candidates having more than 5 years experience in operating EOT cranes in a Shipyard or Heavy Engineering Company. For the post of Crane Operator (Diesel) at SI No. B.14, in the absence of sufficient number of candidates with National Trade Certificate in Fitter or Mechanic (Diesel), Ex-Servicemen possessing National Trade Certificate with five years experience in operating Diesel Cranes in a Shipyard or Heavy Engineering Company will also be considered.
- (vi) Ex-servicemen having NTC and NAC equivalent certificates should have working experience in the relevant trade in the Armed Forces. They should produce experience certificate from the authorities concerned, failing which their candidature will not be considered.

c) Experience

- (i) **For all posts, post qualification experience only will be considered.** Period of experience will be reckoned as on **31 Jan 2014**. The period of Apprenticeship Training

in the relevant trade under the Apprentices Act 1961, will be treated as experience. Period of Advanced/ADS training in Cochin Shipyard will also be treated as experience for determining eligibility. **Experience Certificates obtained from Shipyards/Heavy Engineering Companies registered under the Companies Act 1956 or Foreign Shipyards/Companies of equivalent status will only be considered for short listing for Tests/Interview for selection.**

- (ii) Experience requirement will be relaxed at the discretion of the Shipyard in the case of SC/ST candidates, if sufficient number of candidates in these communities is not available to fill up the vacancies reserved for them.

d) General

- (i) Depending upon number of online applications received for all the posts, Shipyard reserves the right to stipulate a higher cut off mark than the minimum eligibility marks stipulated in the qualifying examinations and accordingly short list candidates for consideration for selection.
- (ii) **Candidates are advised to make sure that they are meeting the eligibility requirements as per the notification for the posts before submitting the applications online.**
- (iii) **After submitting their applications through online, candidates should send the printout of the Confirmation page with Registration number by post, along with self-attested copies of certificates and the Demand Draft as applicable.**
- (iv) **Candidates short-listed for the tests/personal interview should bring the online application print out, a photo identity proof (in original) like PAN Card, Aadhar, Driving Licence etc, original certificates towards proof of age, qualification, experience, caste, disability etc and attested copies of certificates, for verification, and their candidature will be considered on the strength of those certificates. In case of failure to produce the original certificates, the candidature will be rejected.**
- (v) **Candidates who fail to produce the original certificates and mark sheets during verification will not be allowed to attend the tests/interview.**
- (vi) If at any stage, it is found that any information furnished is false / incorrect or the candidate does not satisfy the eligibility requirements, the candidature is liable to be cancelled / rejected, without notice.
- (vii) SC/ST/PWD candidates appearing for written/practical test/interview shall be reimbursed to & fro second-class rail /bus fare by the shortest route from the mailing address mentioned in their online application to Cochin Shipyard Ltd, Kochi subject to production of train/bus ticket and as per rules. Candidates claiming travel reimbursement are required to submit the copy of front page of bank passbook with account number and IFSC code, at the time of written/practical test/ interview and the eligible reimbursement will be credited to the account through NEFT. Reimbursement of travel fare will only be made to those candidates who submit the above details.

- (viii) No correspondence regarding the rejection of application in case of ineligibility will be entertained.
- (ix) Shipyard reserves the right to conduct additional examination/skill test or call for any additional documentary evidence in support of educational qualification and experience of the candidates indicated in their online application.
- (x) Candidates who are working in Government Departments or Public Sector Organisations should either submit their application through proper channel or should produce “No Objection Certificate” from their employer at the time of test/interview, failing which their candidature will be cancelled/ rejected.
- (xi) Candidates are required to download the call letter for written/practical test/ interview from Shipyard website from the dates, which will be notified later by email/SMS/through website only. **The call letters will not be sent to the eligible candidates by post.** The registration numbers of only short-listed candidates in each stage of selection will be published on Shipyard website www.cochinshipyard.com.
- (xii) Submission of application through online and Issue of admit card for test/interview shall not confer any right to the candidate of acceptance of candidature or cannot be construed as an acknowledgement of fulfilling the eligibility criterion.
- (xiii) Appointment of selected candidates will be subject to verification of character and antecedents and verification of caste certificates if applicable.
- (xiv) Candidates should be of sound health and satisfy the medical fitness standards as fixed by the company. The selected candidates should undergo a medical examination in the hospitals as prescribed by the company at their own expenses and medical fitness of all candidates is further subject to certification by the Company Medical Officer.
- (xv) 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 Kochi and such Courts/ Authorities shall have sole and exclusive jurisdiction.
- (xvi) Cochin Shipyard reserves the right to change the number of vacancies, and the vacancies notified may not be filled up. Further, Cochin Shipyard Ltd. reserves the right to restrict/ alter/cancel/modify the recruitment process, if need so arises without notice or assigning any reason thereof.
- (xvii) Any amendment, modification or addition to this advertisement shall be given in the CSL website only.

e) How to Apply

- (i) Candidates meeting the requirements notified shall submit application through online from **07 February 2014** and the facility can be accessed through our website www.cochinshipyard.com. **Application submitted in any other mode will not be accepted.**
- (ii) Candidates should apply through online only and application once submitted shall be final. Candidates should have a unique mobile number for applying to the posts.

Candidates should read the **General Instructions** given at the top of the page before filling the online application. Candidates should not apply for more than one post or submit more than one application. The website will remain functional for the purpose from **07 February 2014 to 22 February 2014. The Last date for submission of applications through online is 22 February 2014.**

- (iii) Candidates 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.**
- (iv) Application Form must be complete in all respects as per the Advertisement Notification. **Please note that incomplete applications will not be considered.**
- (v) After applying through online, candidate is required to take a print out of the Confirmation Page with unique Registration Number generated by the system and affix a recent passport size photograph and send the same by post along with the Demand Draft (in original) and self attested copies of all certificates for proof of age, qualifications, mark sheets, experience, caste, disability etc, to **The General Manager (HR), Cochin Shipyard Ltd, Kochi-682015.** The envelope containing the print out of the online application and certificates should be superscribed on top as **“Application for the post of(Post name) & Registration No.”**.
- (vi) **It is important to note that, the candidature will be considered only on receipt of the online application print out (Confirmation page) with Registration number along with copies of certificates and the Demand Draft as applicable. Last Date of receipt of Online Application Print Out, self-attested copies of certificates/mark sheets and DD by post is 28 February 2014.**

f) Application Fee

- (i) Application fee of ₹ 200/-(Non refundable) for all posts. Fee in the form of a crossed Demand Draft (DD) drawn in favor of COCHIN SHIPYARD LIMITED on any Nationalised bank payable at Kochi should be sent along with the online application print out. No other mode of payment will be accepted. DD should be taken after the date of publication of this advertisement. **Candidates belonging to Scheduled Caste (SC)/ Scheduled Tribe (ST) / Person with Disability (PWD) need not pay application fee. They are exempted from payment of application fee.**

VI. Important Dates.

Commencement of Online Application	: 07 February 2014
Last Date of Online Application	: 22 February 2014
Last Date of receipt of Online Application Print out (Confirmation Page), copies of certificates and DD by post	: 28 February 2014

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

Sd/-
GENERAL MANAGER (HR)