

**COCHIN SHIPYARD LIMITED  
KOCHI-15  
(P&A DEPARTMENT)**

No.P&A/18(125)/16

08 Feb 2017

**SELECTION OF PROJECT OFFICERS ON CONTRACT BASIS**

Cochin Shipyard Limited (CSL), a premier Mini Ratna Company of Government of India, invites Online Applications for appointment of Project Officers on Contract Basis:-

**I. Discipline, Number of Vacancies, Educational Qualification and Experience**

| Sl No | Discipline             | Number of Vacancies                | Educational Qualification  | Experience  |
|-------|------------------------|------------------------------------|--|---|
| 1     | Mechanical             | 18<br>(UR-11, OBC-4,<br>SC-2,ST-1) | Degree in Mechanical/<br>Electrical/Electronics/<br>Civil/Instrumentation<br>Engineering with 60%<br>of marks from a<br>recognized University.   | Minimum of two years post<br>qualification experience/<br>training in a Shipyard/ Port/<br>Marine Engineering Training<br>Institute/Heavy Engineering<br>Company.<br><br>Proficiency and experience of<br>working in a computerized<br>environment would be<br>advantageous.  |
| 2     | Electrical             | 9<br>(UR-6, OBC-2,<br>SC-1)        |  |   |
| 3     | Electronics            | 2 (UR)                             |  |   |
| 4     | Civil                  | 2 (UR)                             |  |   |
| 5     | Instrumentation        | 1 (UR)                             |  |   |
| 6     | Information Technology | 2 (UR)                             | Engineering Degree in<br>Computer Science/<br>Information<br>Technology or Masters<br>Degree in Computer<br>Science/<br>Computer Application/<br>Information<br>Technology with 60%<br>of marks from a<br>recognized University. | Minimum of two years post<br>qualification experience in<br>Shipyard/ Port/ Marine<br>Engineering Training<br>Institute/Heavy Engineering<br>Company/Government/ Public<br>Sector Undertakings/Private<br>Sector Companies/Banks/<br>Autonomous Bodies in one or<br>more of the following areas:<br>a) Windows Server<br>Administration<br>b) LINUX/ UNIX<br>c) Java<br>d) Internet & Web<br>Technologies<br>e) ABAP<br>f) Network Administration<br>g) ERP/SAP |

| Sl No | Discipline                   | Number of Vacancies | Educational Qualification  | Experience   |
|-------|------------------------------|---------------------|--|--|
| 7     | Information Technology (SAP) | 2 (UR)              | Engineering Degree in Computer Science/ Information Technology or Masters Degree in Computer Science/ Computer Application/ Information Technology with 60% of marks from a recognized University. | Minimum of two years post qualification experience/ training in SAP HCM & EP modules in a Shipyard/ Port/ Marine Engineering Training Institute/Heavy Engineering Company/ Government/ Public Sector Undertakings/ Banks/ Private Sector Companies/ Autonomous Bodies. |

II. Period of Contract:

The period of contract will be for two years and may be considered for a further term based on organizational/project requirements and job performance.

III. Remuneration:

For the post of Project Officers on contract basis, monthly consolidated pay of ₹22,000/- pm during first year and ₹22,500/- pm during second year and compensation for extra hours of work limited to ₹3,000/-pm.

IV. Age:

**Age shall not exceed 30 years as on 28 February 2017** relaxable by 5 years for SC/ST, 3 years for OBC (Non-Creamy Layer), 10 years for Persons with Disabilities (PWD). Age relaxation of 5 years applicable for applicants who have been domicile of J&K during the period 01.01.1980 to 31.12.1989.

V. Method of Selection:

Through a Personal Interview to be held at Cochin Shipyard Limited, Kochi.

VI. General Conditions:

a) **Reservation**

- (i) Government of India Directives on reservation applicable for SC/ST/OBC/PWD/ Ex-Servicemen candidates will apply and be strictly followed.

- (ii) In the case of Persons With Disabilities the degree of disability should be a minimum of 40%. The applicant should possess valid Certificate of disability to this effect in the prescribed format obtained from a notified authority by Government of India / State Government.
- (iii) Applicants 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 Tahsildar, failing which their candidature will not be considered against respective categories.
- (iv) Copies of caste/ disability certificates should be uploaded by the candidates while submitting the online application.

#### **b) Qualification**

- (i) Those applicants having qualifications equivalent to any of the prescribed qualifications should possess Equivalency Certificate issued by the competent authority and without such certificate, their candidature will not be considered.
- (ii) The minimum qualification stipulated for all the posts must be from a University/ Institute recognized by AICTE/ appropriate statutory authority in India/ State/ Central Government and should be regular/full time courses.
- (iii) Some Universities/Institutes do not award Class or Percentage of marks and allot Aggregate Grade Points (e.g. CGPA/OGPA/CPI, etc.). In case University/Institute defines criteria for conversion of Aggregate Grade Point into Class and/or percentage of marks, 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.
- (iv) In case of SC/ST candidates, those who have secured 55% marks and above in the qualifying examination will also be considered, provided they satisfy all other requirements.

#### **c) Experience**

- (i) Post-qualification experience will only be considered. **Period of experience will be reckoned as on 28 February 2017.**
- (ii) **Experience Certificates obtained from Shipyards/ Ports/ Heavy Engineering Companies/ Private Sector Companies registered under the Companies Act 1956 or Foreign Shipyards/ Government departments/ Banks/ Autonomous bodies will only be considered for short listing to attend the interview.**

- (iii) Applicants who are presently working should **upload copy of experience certificate or the copy of appointment / offer letter issued by the employer along with the copy of last drawn Pay Slip** as proof of experience, and submit the documents **during the certificate verification process**. For past employment, **experience certificate indicating the date of joining as well as date of relieving** should be uploaded.
- (iv) Applicants who are **Ex-servicemen should upload Discharge Certificate/ Pension Payment Order from the Armed/ Paramilitary Forces** as proof of experience and submit the same during certificate verification process.
- (v) Work experience obtained from contractors (Proprietary Firms and Partnership Firms) engaged by Shipyard or Engineering companies may be considered based on the endorsement of the Principal Employer on the certificates issued by the contractor. Such applicants are required to upload their experience certificates along with further proof such as ESI/EPF statements. Certificates of training issued by the contractors without the endorsement of the Principal Employer will not be considered.
- (vi) Applicants who are working in Government Departments/Semi Government or Public Sector Organisations/Banks/Autonomous bodies should upload **“No Objection Certificate (NOC)”** from the employer along with the online application or submit NOC from the employer at the time of certificate verification, failing which their candidature will be cancelled/ rejected.

**d) Application fee**

- (i) **Application fee of ₹200 should be remitted using Online payment options (Debit card/Credit card/Internet Banking)** through the Online Application facility which can be accessed through our website [www.cochinshipyard.com](http://www.cochinshipyard.com) (Careers page) from **13 February 2017 to 28 February 2017**.
- (ii) **Applicants 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.**
- (iii) All applicants for whom the fee is applicable, i.e except those belonging to **Scheduled Caste (SC)/ Scheduled Tribe (ST) / Person with Disability (PWD)**, should invariably pay application fee of ₹ 200 in favour of Cochin Shipyard Ltd (by means of Online mode of payment) as stipulated in clause d (i) above. **It is important to note that, their candidature will be considered only on receipt of application fee.**

**e) How to apply**

- (i) Applicants meeting the requirements notified may submit their application through online from **13 February 2017 to 28 February 2017** and the facility can be accessed through our website [www.cochinshipyard.com](http://www.cochinshipyard.com) (Careers page). Candidates are required to ensure that all certificates towards proof of age, qualification, experience, caste, disability etc and a recent passport size colour photograph are ready for uploading before commencement of the online application process. Application submitted direct or by any other mode will not be accepted.
- (ii) Applicants should go through the User Manual published in our website [www.cochinshipyard.com](http://www.cochinshipyard.com) (**Careers page**) before filling the online application. Applicants should not submit more than one application. Application once submitted shall be final.
- (iii) 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.
- (iv) Application 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, applicant should retain a copy of the online application print out possessing the unique registration number generated by the system for their reference. It is important to note that, the unique registration number will be obtained only upon successful submission of online application.**
- (vi) **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.**
- (vii) The website will remain functional for the purpose from **13 February 2017 to 28 February 2017**. The last date for submission of applications through online is **28 February 2017**.

**f) General**

- (i) Applicants meeting the eligibility requirements and short-listed only will be allowed to appear for the interview. Applicants are advised to make sure that they are meeting the eligibility requirements for the post before submitting applications through online.
- (ii) Applicants should bring print out of online job application form (possessing unique registration number) duly signed, original certificates towards proof of

age, qualification, experience, caste, disability etc and self-attested copies of all these certificates, for verification at the time of interview 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. 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.

- (iii) **Applicants who fail to produce the original certificates and mark sheets during the certificate verification process will not be allowed to attend the interview.**
- (iv) Call letters will not be sent to eligible candidates by post. They will be informed to download call letter by E-mail/SMS/through CSL website.
- (v) No TA/DA will be paid to the candidates for attending the interview.
- (vi) Shipyard reserves the right to call for any additional documentary evidence in support of educational qualification and experience of the applicants indicated in their online application.
- (vii) Mere submission of application through online 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.
- (viii) Depending upon number of online applications received for all the posts, Shipyard reserves the right to stipulate a minimum mark in the qualifying examination to reduce the number of candidates to be called for interview.
- (ix) The vacancies are purely on contract basis for a specific period of two years and Shipyard is not liable to offer appointment during or after the completion of contract period of the selected candidates.
- (x) Applicants 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.
- (xi) The number of vacancies indicated will not necessarily be filled up and will be based on suitability of applicants and availability of projects and job requirement. 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.

- (xii) **No correspondence regarding the rejection of application in case of ineligibility will be entertained.**
- (xiii) Any legal proceedings in respect of any claim or dispute arising out of this advertisement and/or an application in response thereto can be instituted only in the Courts/Tribunals/Forums at Ernakulam and such Courts/ Authorities shall have sole and exclusive jurisdiction.
- (xiv) Any amendment, modification or addition to this advertisement will be given in the CSL website only.

**VII. Important Dates**

|   |                           |
|---|---------------------------|
| <b>Commencement of Online Application</b> | <b>: 13 February 2017</b> |
| <b>Last Date of Online Application</b>    | <b>: 28 February 2017</b> |

Sd/-  
Chief General Manager (HR)

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