

COCHIN SHIPYARD LIMITED
KOCHI-682015
(P&A Department)

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SELECTION OF SAFETY ASSISTANTS & FIREMAN ON CONTRACT BASIS IN CSL

Cochin Shipyard Limited, a listed premier Mini Ratna Company of Government of India invites **Online applications** for the following posts on Contract basis in CSL: -

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

Sl No	Name of Posts	Number of Vacancies/Reservation	Educational Qualification, Experience & Job requirements
1	Safety Assistants on Contract basis	24 Posts (13 OBC*, 3 SC*, 1 ST*, 7 EWS)	<p><u>Educational Qualification:</u></p> <p>a) Pass in SSLC.</p> <p>b) One year Diploma in Safety/Fire from a Government recognized institute or Public Sector Undertaking.</p> <p><u>Experience:</u></p> <p>Minimum one year training or experience in safety in a Public Sector Undertaking or a Factory.</p>
2	Fireman on Contract basis	34 Posts (15 UR, 9 OBC*, 5 SC*, 5 EWS)	<p><u>Educational Qualification:</u></p> <p>a) Pass in SSLC.</p> <p>b)</p> <p>(i) Minimum four to six months training in Fire Fighting from a State Fire Force or Public Sector Undertaking or a Government recognised course from a reputed institute OR</p> <p>(ii) Certificate in Nuclear Biological Chemical Defence and Damage Control (NBCD), including fire fighting on-board ships from Armed Forces/Recognised Institutions.</p> <p>(c) Knowledge in Malayalam is desirable.</p> <p><u>Experience:</u></p> <p>Minimum one year experience in fire fighting in State Fire Force or in a large Industrial Undertaking or in the Armed Forces or in Public Sector Undertakings or in Private Companies.</p> <p>The duties include fire surveillance/ fire fighting activities in confined spaces of vessels under construction.</p>
Total		58 Posts (15 UR, 22 OBC*, 8 SC*, 1 ST*, 12 EWS)	

* Backlog vacancies from previous recruitment

II. Period of Contract

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

III. Remuneration

The remuneration details for both the posts are detailed under:

Contract Period	Consolidated Pay (per month)	Compensation for Extra Hours of Work (per month)
First year	₹ 22,100/-	₹ 4,600/-
Second year	₹ 22,800/-	₹ 4,700/-
Third year	₹ 23,400/-	₹ 4,900/-

IV. Age

- a) **The upper age limit prescribed for the posts shall be 30 years as on 02 April 2020.** The upper age limit is relaxable by 3 years for OBC (Non Creamy Layer) candidates and 5 years for SC/ST candidates in posts reserved for them. The upper age is relaxable by 10 years for Persons with Benchmark Disabilities (PwBD).
- b) Age relaxation for Ex-servicemen shall be as per Government of India guidelines, calculated by deducting the period of military service from the actual age and adding three years thereto, subject to a maximum age of 45 years.

V. Method of Selection

- a) The method of selection shall be through Written/Practical/Physical tests as detailed under:-

Name of posts	Weightages for selection			Total Marks
	Written Test	Practical Test	Physical Test	
Safety Assistants on Contract basis	70 Marks	30 Marks	-	100 Marks
Fireman on Contract basis	-	70 Marks	30 Marks	100 Marks

- b) Candidates who are short-listed based on the eligibility requirements for the posts, and who successfully complete the certificate verification shall only be allowed to attend the Written/Practical/Physical tests.
- c) CSL reserves the right to fix minimum marks for pass in the tests at its sole discretion.

VI. 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.
- (iii) Applicants belonging to SC or ST or OBC (Non Creamy Layer), should produce a valid recent community certificate in the prescribed format issued by the Revenue Authority not below the rank of the Tahsildar, failing which their candidature shall not be considered against respective categories.
- (iv) Applicants belonging to EWS category should produce a valid Income and Asset Certificate issued by any of the following authorities in the prescribed format. This certificate shall only be accepted as proof of applicant's claim as belonging to EWS, failing which their candidature shall not be considered against reservation under EWS category:
 - District Magistrate/Additional District Magistrate/ Collector/ Deputy Commissioner/Additional Deputy Commissioner/ 1st Class Stipendary Magistrate/ Sub-Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner
 - Chief Presidency Magistrate/Additional Chief Presidency Magistrate/ Presidency Magistrate
 - Revenue Officer not below the rank of Tahsildar and
 - Sub-Divisional Officer or the area where the candidate and/or his family normally resides.

b) Qualification

- (i) The minimum qualification stipulated for all the posts must be from a University/ Examination Board recognized by AICTE/ appropriate statutory authority in India/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 02 April 2020.**
- (ii) **Experience Certificates obtained from Companies registered under the Companies Act 1956 or Foreign Companies of equivalent status shall only be considered for short listing to attend the selection process.**
- (iii) 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. During the certificate verification process, the candidates should produce all certificates in original 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.**
- (iv) Applicants who are Ex-servicemen should submit Discharge Certificate/ Book/ Pension Payment Order from the Armed Forces. Those ex-servicemen having qualification endorsed in their Discharge Certificate/ Book should have working experience in the relevant area in the Armed Forces. Ex-servicemen claiming equivalency of qualification 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 area from the Armed Forces, as proofs during certificate verification process, failing which their candidature shall not be considered.
- (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 submit 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 shall not be considered.**
- (vi) **Those who are in the final year of contract on rolls of CSL as on date of this vacancy notification are also eligible to apply, subject to meeting all other notified requirements. Those who are in the first year and second year of contract are not eligible to apply.**

d) Application Fee

- (i) **Application fee of ₹ 100/- (Non refundable, plus bank charges extra) should be remitted using the Online payment options (Debit card/Credit card/Internet Banking) which can be accessed through our Online application facility from 18 March 2020 to 02 April 2020. No other mode of payment shall be accepted.**

- (ii) **Applicants belonging to Scheduled Caste (SC)/ Scheduled Tribe (ST)/ Person with Benchmark Disabilities (PwBD) 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 SC/ST/PwBD) should pay the application fee as stipulated in clause d(i) above. **It is important to note that their candidature shall be considered only on receipt of application fee.**

e) **How to apply**

- (i) **Applicants should go through the User Manual and FAQ published in the link www.cochinshipyard.com (Careers page) before filling the online application. The application consists of two phases – One time Registration and Submission of application against the posts 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.com (Careers page) from **18 March 2020 to 02 April 2020. Application submitted direct or by any other mode shall not be accepted.**
- (iii) **Before filling up the online application, all certificates towards proof of age, educational qualification, experience, caste, disability etc and a recent passport size colour photograph shall be kept ready in the system for uploading to the SAP online application portal.**
- (iv) 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.
- (v) 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.
- (vi) Application must be complete in all respects as per this Advertisement Notification. **Please note that incomplete applications shall not be considered.**
- (vii) **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.
- (viii) **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.**

- (ix) For applying through the SAP online application facility, the website shall remain functional from **18 March 2020** to **02 April 2020**. The last date for submission of applications through online is **02 April 2020**. 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 1700hrs on the last date.***

f) General

- (i) **Applicants are advised to make sure that they are meeting the eligibility requirements as per the vacancy notification for the posts before submitting the applications.**
- (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) Shipyard 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 online application, and information / replies to such queries should be only through the e-mail career@cochinshipyard.com. However, Cochin Shipyard 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.

- (iv) **Applicants shortlisted for the certificate verification prior to Written/Practical/Physical tests should bring the print out of online application form (possessing unique registration number) duly signed, original certificates** towards proof of age, qualification, experience, caste, disability (if any) etc and **self-attested copies** of all these certificates, for verification prior to the interview and **their candidature shall be considered on the strength of the original certificates. In case of failure to produce the original certificates, the candidature shall be rejected.**
- (v) **Call letters shall not be sent to short-listed candidates by post.** They shall be informed by e-mail/SMS/through CSL website www.cochinshipyard.com to download call letter. Schedule of the selection shall be intimated to the short-listed applicants through SMS/E-mail/CSL website (Careers Page).
- (vi) No TA/DA shall be paid to the candidates for attending the selection.
- (vii) Mere submission of online application through online and Issue of call letter for selection 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) 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.
- (ix) Candidates should be of sound health and satisfy the medical fitness standards as fixed by the company. The candidates short-listed for appointment should undergo a medical examination in the hospitals as prescribed by Shipyard and medical fitness further subject to certification by the Chief Medical Officer of CSL.
- (x) No correspondence regarding the rejection of application in case of ineligibility shall be entertained.
- (xi) Rank lists shall be maintained for the 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 in CSL. The validity period of the rank list shall be upto one year from date of publication of results or date of joining as stipulated in the offer of appointment issued to the candidates, whichever is earlier, 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.

- (xii) 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.
- (xiii) If at any stage it is found that any information furnished is false/ incorrect or the candidates does not satisfy the eligibility criteria, the candidature/appointment is liable to be cancelled/ rejected.
- (xiv) 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.
- (xv) Any amendment, modification or addition to this advertisement shall be given in the CSL website only.
- (xvi) For any queries please contact us via e-mail career@cochinshipyard.com.

VII. Important Dates

Commencement of Online Application	:	18 March 2020
Last Date of Online Application	:	02 April 2020

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

Sd/-
CHIEF GENERAL MANAGER (HR & TRG)