

COCHIN SHIPYARD LIMITED  
KOCHI -682015

No.P&A/2(262)/18

28 Jun 2018

**ENGAGEMENT OF PERSONNEL ON CONTRACTUAL BASIS**

**Cochin Shipyard Limited (CSL)**, invites applications from qualified, experienced and committed Civil Engineering professionals for filling up of the following positions on contractual basis for the CSL Projects at **International Ship Repair Facility (ISRF)/Dry Dock, Kochi**.

**I. Post Name, Number of Vacancies, Educational Qualification and Experience**

Sl No	Post name	Number of Vacancies	Educational Qualification	Experience	Age
1	Chief Project Engineer (CPE) on contract (Civil)	1(UR)	Degree in Civil Engineering from a recognized University.	<p><b><u>Minimum Experience</u></b></p> <p>i. Should have retired from Central/State Govt/ PSU/ IIT/reputed Govt. Institutions at the level equivalent to Deputy Chief Engineer or above</p> <p>ii. Minimum of 25 years post qualification experience in civil works out of which cumulative experience of 10 years in implementation of large infrastructure projects (Highways, railways, ports, shipyard, roads and bridge etc) through the phases of concept, planning, launch, supervision, monitoring, commissioning, contractual disputes/conciliation, arbitration etc.</p> <p>iii. Should have good managerial and interpersonal skills</p> <p>iv. Experience of coordination with Govt and private agencies in all phases of project implementation.</p> <p><b><u>Scope of Work</u></b></p> <p>Will be responsible for providing direct support to infra projects department in executing the ISRF and Dry-Dock projects throughout the most critical stages of the construction cycles so as to safeguard the rights and</p>	Not to exceed 65 years.

SI No	Post name	Number of Vacancies	Educational Qualification	Experience	Age
				<p>interest of CSL in terms of its time and cost schedules complying to the relevant specifications and terms and conditions of the contract with the consultant and contractor for the project. Shall be responsible to provide high quality expertise and righteous guidance regarding monitoring, execution of the construction works and to avoid or divert foreseeable and hostile issues (if any) for ensuring successful completion of the project in close association and co-operation with Infra Project team and relevant authorities.</p> <p><b><u>Job Requirement</u></b>:-Applicants are required to work in multi shifts/round the clock in Shipyard or at the Project sites of Shipyard.</p>	
2	Senior Project Engineer (SPE) on contract (Civil)	1(UR)	<p>a) Degree in Civil Engineering from a recognized University.</p> <p>OR</p> <p>b) Pass in three year Diploma in Civil Engineering from a State Board of Technical Education.</p>	<p><b><u>Minimum Experience</u></b> Minimum of 10 years post qualification experience for Degree holders OR Minimum of 12 years post qualification experience for Diploma holders; in the implementation of large infrastructure projects (highways, railways, ports, shipyards, roads and bridges etc)</p> <p><b><u>Relevant Experience</u></b> <b><u>Quality Control</u></b>:- Minimum 3 years experience in quality compliance and assurance of civil engineering works <b><u>Billing</u></b>:- Minimum 3 years experience in estimating, costing (rate analysis) and preparation of bill, checking of contractors bill, certification etc <b><u>Planning</u></b>:- Minimum 3 years experience in construction planning and resource planning using</p>	Not to exceed 45 years.

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				planning software's in large infrastructure projects. <b>Job Requirement:-</b> Applicants are required to work in multi shifts/round the clock in Shipyard or at the Project sites of Shipyard.	

## II. Period of Contract:

For all the posts, initial tenure of contractual engagement will be for two years which may be further extended by one more year, based on the requirements of CSL and satisfactory performance.

## III. Remuneration:

Post name	Consolidated Pay (per month)	Compensation for Extra Hours of Work (per month)
Chief Project Engineer (CPE) on contract (Civil)	I year - ₹1,55,000/- II year - ₹1,60,000/-	₹4500/-
Senior Project Engineer (SPE) on contract (Civil)	I year - ₹1,10,000/- II year - ₹1,13,500/-	₹4500/-

## IV. Age:

- The upper age limit prescribed for the posts shall be as on 25 Jul 2018.** The upper age limit is relaxable by 3 years for OBC (Non-Creamy Layer) candidates, 5 years for SC/ST candidates and 10 years for Persons with Disabilities (PWD).
- Age relaxation of five years is applicable for candidates who have been domicile of J&K during the period 01.01.1980 to 31.12.1989. Age relaxation for Ex-servicemen will be as per Government of India guidelines.
- For the post of Chief Project Engineer on contract basis, retired professionals can also apply.
- For all the posts, the upper age prescribed may be relaxed in the absence of suitable applicants or in deserving cases.

## V. Method of Selection:

Only applicants meeting qualification and experience requirements notified would be informed to attend the **Interview to be held at Cochin Shipyard Limited, Kochi.**

## VI. General Conditions:

### a) **Reservation**

- 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 submit a valid Certificate of disability to this effect in the prescribed format obtained from a notified authority by Government of India / State Government along with their application.
- (iii) Applicants belonging to SC or ST or OBC (Non - Creamy Layer), should submit a valid recent community certificate issued by the Revenue Authority not below the rank of the Tahsildar along with their application, failing which their candidature will not be considered against respective categories.

**b) Qualification**

- (i) 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 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.
- (iii) **Self-attested copies of certificates of all educational qualifications as mentioned in Clause I should be submitted by the applicants along with their application and without such certificates, their candidature will not be considered.**

**c) Experience**

- (i) Post-qualification experience will only be considered. **Period of experience will be reckoned as on 25 Jul 2018.**
- (ii) **Experience Certificates obtained from Shipyards/ Ports/ Heavy Engineering/Construction Companies registered under the Companies Act 1956 will only be considered for short listing to attend the interview.**
- (iii) Applicants who are presently working should **submit copy of experience certificate or the copy of appointment / offer letter issued by the employer and copy of last drawn Pay Slip as proof of experience along with their application**, and produce 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 submitted.**
- (iv) Applicants who are **Ex-servicemen should submit Discharge Certificate/ Pension Payment Order from the Armed/ Paramilitary Forces as proof of experience along with their application** and produce the same during certificate verification process at the time of Interview failing which their candidature will be cancelled/ rejected.
- (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.

- (vi) Applicants who are working in Government Departments/Semi Government or Public Sector Organisations should submit “**No Objection Certificate (NOC)**” from the employer along with their application or submit NOC from the employer during the certificate verification process at the time of Interview, failing which their candidature will be cancelled/ rejected.

**d) How to apply and Application Fee**

- (i) **Applicants meeting the requirements notified shall submit their application in the format as per Annexure-1 given along with this advertisement on our website [www.cochinshipyard.com](http://www.cochinshipyard.com) (Careers page). Application submitted in any other mode will not be accepted.**
- (ii) Application once submitted shall be final.
- (iii) Application Form must be complete in all respects as per the Advertisement Notification. Please note that incomplete and unsigned applications will not be considered.
- (iv) **Application fee of ₹ 200/-(Non-refundable) is applicable. Fee should be in the form of a crossed Demand Draft (DD) drawn in favour of COCHIN SHIPYARD LIMITED on any Nationalised bank payable at Kochi.**
- (v) The DD should be taken after the date of publication of this advertisement.
- (vi) **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.**
- (vii) All applicants for whom the fee is applicable, except as mentioned in clause d (vi) above, should **send the DD (in original) by speed post / courier along with their application.**
- (viii) No other mode of payment i.e. Cheque/ Postal Orders/Cash etc will be accepted.
- (ix) Shipyard will not be responsible for irregularities in the DD submitted by applicants to Shipyard. In cases where the DD is rendered invalid when presented to the banks due to reasons like improper printing, lack of clarity, invalid dates, wrong payee name or branch and such other reasons beyond the control of Shipyard, the candidature of such applicants will be rejected and the same will be informed to the applicants. Hence, the applicants may take utmost care and verify the DD with the bank authorities before sending the DD to Shipyard by speed post / courier.
- (x) **After filling the application in the format as per Annexure-1 given along with this advertisement, applicant is required to affix a recent passport size photograph, sign at the bottom of the application form and send the same by post along with DD (in original) and self-attested copies of all certificates for proof of age, qualifications, mark sheets, experience, disability (if any), caste etc, to The Chief General Manager (HR & TRG), Cochin Shipyard Ltd, Perumanoor P.O, Kochi-682015.** The envelope containing the application form,

self-attested copies of all certificates and DD (in original) should be super scribed on top as “**Application to the post of ..... (indicate name of post) on contract basis**”.

- (xi) **It is important to note that, the candidature will be considered only on receipt of the signed application along with self-attested copies of all certificates and DD (in original) as applicable. Last date of receipt of application, self-attested copies of certificates/mark sheets and DD (in original) by post is 25 Jul 2018.**
- (xii) Cochin Shipyard Ltd will not be responsible for any postal delay/loss in transit in submission of application within the specified time. **Applications received after the stipulated date will not be considered.**

**e) General**

- (i) **Applicants who have already applied to the posts of Chief Project Engineer (Civil) and Senior Project Engineer (Civil) on contract basis against notification No.P&A/2(262)/18 dated 12 March 2018 need not apply again.**
- (ii) Only those applicants meeting the eligibility requirements and short-listed based on merit, 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 their applications.
- (iii) **Applicants meeting the requirements notified should fill in the enclosed application form (Annexure-I) and produce their original certificates towards proof of age, qualification, experience, caste, disability (if any) etc and self-attested copies of all these certificates, for verification on the dates scheduled for Interview. Their candidature will be considered based on the strength of these certificates. In case of failure to produce the original certificates, the candidature will be rejected.** During the certificate verification process or at any later stage, if 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.
- (iv) **Applicants who fail to produce the original certificates and mark sheets during the certificate verification process will not be allowed to attend the interview.**
- (v) **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.
- (vi) **No TA/DA will be paid to the candidates for attending the Interview.**
- (vii) **The applicants should ensure that they enter a valid e-mail ID and Contact Number (Mobile, Landline/Alternate Mobile No.) in the Application format (Annexure-1), as all correspondence from CSL will be through that e-mail ID/Contact Number only.**
- (viii) Depending upon number of applications received for the post, Shipyard reserves the right to relax age and experience requirements at the discretion of Shipyard.

- (ix) Shipyard reserves the right to call for any additional documentary evidence in support of educational qualification and experience of the applicants indicated in their application.
- (x) Mere submission of application by post 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.
- (xi) 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.
- (xii) 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.
- (xiii) 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.
- (xiv) **No correspondence regarding the rejection of application in case of ineligibility will be entertained.**
- (xv) 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 Kochi and such Courts/ Authorities shall have sole and exclusive jurisdiction.
- (xvi) Any amendment, modification or addition to this advertisement will be given in the CSL website only.
- (xvii) For any queries please contact us at 0484-2501823, 0484-2501284 or via e-mail career@cochinshipyard.com.

## **VII. Important Dates**

**Last date of receipt of application, self-attested copies of all certificates: 25 Jul 2018 and DD (in original) by post**

Sd/-  
CHIEF GENERAL MANAGER (HR & TRG)

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

कोचीन शिपयार्ड लिमिटेड / COCHIN SHIPYARD LIMITED  
कोच्ची / KOCHI - 15

**APPLICATION FOR THE POST OF ..... ON CONTRACT BASIS**

To

The Chief General Manager (HR & TRG)  
Cochin Shipyard Limited  
Kochi – 682 015

Affix recent  
passport size  
photograph

Sir

Ref: Your advt No. P&A/2(262)/18 in.....dated .....for Engagement of Personnel  
on Contractual Basis

I hereby apply for the post of .....on contract basis in your  
Company furnishing the following details:

1	Full Name			
2	Father's Name			
3	Date & Place of Birth			
4	Marital status			
5	Nationality			
6	Present Address (Postal)			
7	#Contact Details	E-mail address: Mobile : Landline :		
8	Whether belonging to SC/ST/OBC *			
9	Disability (if any), Category and percentage of Disability (VH/HH/OH)*			
10	Languages known	To read	To write	To speak

**# Applicants should ensure that they enter valid e-mail ID and Contact Numbers (Mobile, Landline/Alternate Mobile Number) as all correspondence from CSL will be through that e-mail ID/Contact Number only.**

\*Copy of certificate to be attached. PWD Candidates belonging to OBC category but not covered under "Non-Creamy Layer" should indicate their category as PWD (UR).



**11. Educational Qualification:** (See item I in the advertisement. All examinations from SSLC/Matriculation onwards – year wise.)

Examination	Main Subjects	Name of College/ Institution	Year of passing	*Marks obtained/ Class & Rank	Medals/ Distn/ Awards of Merit

\*Please attach photocopies of mark sheets.

**12. Experience:**

a) Give a Brief Description of Major Assignments handled.

- b) # Provide experience details starting from the present position and indicating previous employment in descending chronological orders. Use separate sheet if required. Application will be rejected in case of incomplete information and without supportive documents.

Sl No	Post held and Organization	Period			Nature of duties	Scale of pay	Last basic pay drawn in the post	Reason for change
		From (dd/mm/yy)	To (dd/mm/yy)	Total (yr & months)				

#copy of all experience certificates to be attached

13	Computer Literacy (Courses completed)	
14	Special Qualification/ Training##	
15	Any other information	

##copy of certificates to be attached

I declare that the particulars furnished above are true and correct to the best of my knowledge and belief.

Place:

Date :

Signature