

**HOOGHLY COCHIN SHIPYARD LIMITED**  
**(JOINT VENTURE OF COCHIN SHIPYARD LIMITED**  
**AND HOOGHLY DOCK & PORT ENGINEERS LTD)**  
**KOLKATA - 700017**

HCSL/PROJ/HR/02/19-20

12 April 2019

**WALK-IN INTERVIEW AT HCSL**  
**SELECTION OF PROJECT OFFICER (CIVIL) ON CONTRACT BASIS**

Hooghly Cochin Shipyard Limited (HCSL), a Joint Venture Company between Cochin Shipyard Limited and Hooghly Dock & Port Engineering Ltd, Kolkata invites applications for **Walk-in interview** for filling up of the following post. Cochin Shipyard Limited (CSL) shall coordinate all recruitment related activities on behalf of HCSL. However, appointment to the post in HCSL shall be done by the Competent Authority of HCSL and CSL does not assume any responsibility/liability regarding appointment/service conditions of the selected candidates.

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

Sl No	Name of Post	Number of Vacancies	Educational Qualification	Experience
1	Project officer (Civil) on contract basis	2 posts (UR)	Degree in Civil Engineering with 60% of marks from a recognized University.	Minimum of two years post qualification experience/training in a Shipyard/Port/ Marine Engineering Training Institute/Heavy Engineering Company.  Proficiency and experience of working in a computerized environment would be advantageous.

**II. Period of Contract:**

The post above is temporary in nature and **for a maximum period of three years** subject to project requirements and performance.

**III. Remuneration:**

Contract Period	Consolidated Pay (per month)	Compensation for Extra Hours of Work (per month)
First year	₹30,000/-	₹3000/-
Second year	₹31,000/-	
Third year	₹32,000/-	

**IV. Age:**

- a) **Age shall not exceed 30 years as on 26 April 2019**, relaxable by 10 years for Persons with Benchmark Disabilities (PwBD).

- b) Age relaxation of five years applicable for applicants 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.

## V. **Method of Selection:**

Walk-in interview will be conducted from **0900 Hrs to 1400 hrs on 26 April 2019 at HCSL registered office "Regus" - Hooghly Cochin Shipyard Limited, The Legacy, 25A, Shakespeare Sarani, Level 1, Kolkata, West Bengal – 700017. Contact no. 033-26888282. Application format is at Annexure-I.**

## 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 will apply.
- ii) In the case of Persons with Benchmark Disabilities (PwBD), 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.
- iii) Candidates 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 will not be considered for extending reservation.
- iv) Candidates belonging to EWS category should produce a valid Income and Asset Certificate issued by any of the following authorities in the prescribed format as given in **Annexure-II**. This certificate shall only be accepted as proof of candidate's claim as belonging to EWS, failing which their candidature will 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 educational qualification stipulated for the post must be from a University/ Institute recognized by AICTE/ appropriate statutory authority in India/ State/ Central Government.
- ii) 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.

- 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) Self-attested copies of certificates of the educational qualification as mentioned in Clause I should be produced at the time of walk-in interview failing which they will not be permitted to attend the interview.

**C. Experience**

- i) Experience acquired after the date of passing of the qualification stipulated as per item I above will only be considered. **Period of post qualification experience will be reckoned as on 26 April 2019.** The period of Apprenticeship Training in the relevant discipline under the Apprentices Act 1961 or any period of Management/Executive training undergone in a Company will be treated as experience. Any paid training will also be treated as experience.
- ii) **Experience Certificates obtained from Shipyards/ Ports/ Heavy Engineering Companies registered under the Companies Act 1956 will only be considered to attend the interview.**
- 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 application, failing which they will not be permitted to attend the interview.
- iv) Applicants who are **Ex-servicemen should submit Discharge Certificate/ Pension Payment Order from the Armed/ Paramilitary Forces** and all certificates indicating qualification and work experience in the relevant discipline in the Armed Forces, as proof of experience and produce the same during certificate verification process. They should submit experience certificate from the authorities concerned, failing which their candidature will 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 will not be considered.
- 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 the application or produce NOC from the employer at the time of certificate verification, failing which their candidature will be cancelled/rejected.

**D. Mode of receipt of application and Walk-in interview**

- i) **Applicants meeting the requirements notified shall submit their application in the format as per Annexure-I given along with this advertisement on our website [www.cochinshipyard.com](http://www.cochinshipyard.com) (Careers page) on the date of walk-in interview. Application submitted in any other mode will not be accepted.**
- ii) Applicants are advised to make sure that they are meeting the eligibility requirements for the post before submitting applications. 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. Filling of garbage/junk details in any of the fields can lead to rejection of your application.
- iv) **Original certificates** towards proof of age, qualification, experience, caste, disability (if any) etc and **self-attested copies** of all these certificates, should be produced for verification prior to the interview and **their candidature will be considered on the strength of the original certificates. In case of failure to produce the original certificates, the candidature will be rejected.**
- v) **Candidates who successfully complete the certificate verification will only be allowed to attend the Personal interview on the same day.**
- vi) **The candidates attending the certificate verification / walk-in interview should submit the following:**
  - a. **Application form in Annexure I with recent passport size photograph pasted on the application.**
  - b. **A photo-identity card (in original)**
  - c. **Original & self attested copy of Aadhaar Card.**
  - d. **Original Certificates and testimonials, in proof of age/date of birth, educational qualifications, experience, caste, disability etc and self attested copies of the certificates.**

**E. General**

- i) 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.
- ii) If required, CSL on behalf of HCSL 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.com](mailto:career@cochinshipyard.com). However, CSL on behalf of HCSL will 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 will not be considered, and no further correspondence shall be entertained in this regard.
- iii) No TA/DA will be paid to the candidates for attending the interview.

- iv) The vacancies are purely on contract basis for a specific period and CSL on behalf of HCSL is not liable to offer appointment during or after the completion of contract period of the selected candidates.
- v) Applicants 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 Medical Officer of CSL on behalf of HCSL.
- vi) The offer of appointment to the selected candidates will be issued by the Competent Authority of HCSL.
- vii) CSL on behalf of HCSL reserves the right not to fill up the vacancies notified. Further, the filling up of the notified vacancies will be subject to the suitability of candidates in the rank list, availability of projects and job requirements. CSL on behalf of HCSL reserves the right to restrict/ alter/cancel/modify the recruitment process, if need so arises without notice or assigning any reason thereof.
- viii) **No correspondence regarding the rejection of application in case of ineligibility will be entertained.**
- ix) 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.
- x) Any amendment, modification or addition to this advertisement will be given in the CSL website only.
- xi) For any queries please contact us via e-mail [career@cochinshipyard.com](mailto:career@cochinshipyard.com).

**VII. Important Dates:**

**Date of Walk-in interview : 26 April 2019**

**“CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION”**

**“ONLY INDIAN NATIONALS NEED APPLY”**

Sd/-  
CHIEF EXECUTIVE OFFICER,  
HCSL