

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

No.P&A/6(90)/02-Vol VII

10 April 2019

SELECTION OF SHIP DRAFTSMAN TRAINEES

Cochin Shipyard Limited, a listed premier Mini Ratna Company of Government of India, invites **Online Applications** in the following disciplines: -

I. Number of Seats and Educational Qualification:

Sl No	Discipline, No. of Seats and reservation	Educational Qualification
1	Ship Draftsman Trainee (Mechanical) 29 seats - 13 UR, 5 OBC, 7 SC, 2 ST, 2 EWS	Pass in SSLC and Three year Diploma in Engineering in Mechanical / Electrical disciplines issued by a State Board of Technical Education with 60% marks or equivalent qualification with flair for Draftsmanship and proficiency in CAD.
2	Ship Draftsman Trainee (Electrical) 21 seats - 9 UR, 4 OBC, 4 SC, 2 ST, 2 EWS	

II. Period of training & Stipend:

- a) The period of training will be two years.
- b) The Ship Draftsman Trainees will be paid a consolidated stipend of ₹ 10500/-pm during the first year of training, ₹ 11500/-pm during the second year and compensation for extra hours of work limited to ₹ 4200/- pm. No other payment will be applicable.

III. Age:

Age shall not exceed 25 years as on 02 May 2019 relaxable by 5 years for SC/ST, 3 years for OBC (Non Creamy Layer) and 10 years for Persons with Benchmark Disabilities (PwBD).

IV. Method of Selection:

- a) The selection process comprises of two phases, **Phase I**, consisting of an **Objective type Online test** (50 marks) and **Phase II**, consisting of a **Practical Test** (30 marks).
- b) **In Phase I, the question paper for Objective type Online test consists of two parts- General (Part A) and Discipline related (Part B).** Part A comprises of General Knowledge, General English, Reasoning and Quantitative Aptitude. The pattern of the question paper, number of questions and allotment of marks is detailed under:

No. of questions in each section/ marks per section*					Total no. of questions for Online test / Max marks	Max Duration of the Online test
General Knowledge	General English	Reasoning	Quantitative Aptitude	Discipline related		
5	5	5	5	30	50	60 minutes

*Each question carries one mark. There will be no negative marks.

- c) **Depending on the number of online applications received, the Online test will be held at various centres in Kochi/Kerala as decided by CSL, for all the candidates who submit the applications successfully through online.**
- d) Based on the marks secured by the candidates in the online test, the candidates shall be short-listed for certificate verification in the ratio of 1:6, in the order of merit/reservation of seats. Candidates who successfully complete the certificate verification will only be allowed to attend the Practical test. In case, same marks secured by more than one candidate, marks scored in the Discipline related part of the online test shall be considered as the basis of determining the order of merit list. In case of a tie thereafter, relative merit shall be decided based on seniority in age.
- e) CSL reserves the right to fix minimum marks for pass in the online test for the purpose of short listing candidates for the certificate verification. Further, CSL reserves the right to fix a minimum mark of 33.33 % or higher for pass in the Phase II (Practical test), irrespective of the reservation category, at its sole discretion.
- f) **For Phase II (Practical test)**, candidates are required to prepare a drawing using CAD. Accordingly, weightages are assigned to following parameters for final selection:
- | | |
|--------------------------------|--------------------|
| i. Diploma Marks | : 20 marks |
| ii. Objective type Online Test | : 50 marks |
| iii. Practical Test | : 30 marks |
| <u>Total</u> | <u>: 100 marks</u> |

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)/ Economically Weaker Sections (EWS)/ Persons with Benchmark Disabilities (PwBD) candidates will apply.
- 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 obtained from a notified authority by Government of India / State Government.

- 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, failing which their candidature will 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 as given in **Annexure-I**. 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:
 - a) 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
 - b) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/ Presidency Magistrate
 - c) Revenue Officer not below the rank of Tahsildar and
 - d) Sub-Divisional Officer or the area where the candidate and/or his family normally resides.

b) Qualification

- i) The minimum qualification stipulated 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 submit 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) For seats reserved for SC/ST/PwBD categories, those candidates belonging to the respective categories, who have secured 55% marks and above in the qualifying examination will also be considered, provided they satisfy all other requirements.

c) Application fee

- i) **Application fee of ₹ 100/- (Non - refundable) 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 (Careers page) from 17 April 2019 to 02 May 2019. No other mode of payment will be accepted.

- ii) Applicants belonging to Scheduled Caste (SC)/ Scheduled Tribe (ST)/ Persons with Benchmark Disability (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 c (i) above. **It is important to note that their candidature will be considered only on receipt of application fee.**

d) **How to apply**

- i) Applicants should go through the User Manual published in our website www.cochinshipyard.com (Careers page) before filling the online application. Applicants should not submit more than one application. Application once submitted shall be final.
- ii) **Applicants meeting the requirements notified may submit their application through online from 17 April 2019 to 02 May 2019** and the facility can be accessed through our website www.cochinshipyard.com (Careers page). **Application submitted direct or by any other mode will not be accepted.**
- iii) Before doing 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) **Candidates 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 before doing the final submission of the online application.**
- v) After applying through online, candidates 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 will be obtained only upon successful submission of online application. The Registration Number on the online application should be quoted for any correspondence with CSL.
- 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) For applying through the SAP online application facility, the website will remain functional from **17 April 2019 to 02 May 2019**. The last date for submission of applications through online is **02 May 2019**.

e) **General**

- (i) **Applicants are advised to make sure that they are meeting the eligibility requirements as per the vacancy notification for the seats notified before submitting the applications.**
- (ii) Depending upon number of online applications received, Shipyard reserves the right to stipulate a higher cut off mark than the minimum eligibility marks stipulated in the qualifying examination and accordingly short list candidates for consideration for selection.
- (iii) **Those draftsman trainees and draftsman on-contract who are currently working in CSL as on 02 May 2019 are not eligible to apply.**
- (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 will not be considered and will be rejected.**
- (v) Shipyard reserves the right to call for any additional documentary evidence from candidates in support of educational qualification / 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 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.
- (vi) 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.
- (vii) Application must be complete in all respects as per the Advertisement Notification. **Please note that incomplete applications will not be considered.**
- (viii) **Candidates short-listed for the certificate verification / Phase II - Practical test should bring a photo identity proof (in original) like PAN Card, Aadhar, Driving Licence etc, print out of online job application form (possessing unique registration number) duly signed, and all original certificates towards proof of age, qualification, experience, caste, disability etc along with self-attested copies of these certificates, for verification, 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.

- (ix) **Applicants who fail to produce the original certificates and mark sheets during the certificate verification process will not be allowed to attend the Practical test.**
- (x) **Call letters will not be sent to short-listed candidates by post.** They will be informed to download call letter by e-mail/SMS/through CSL website. Schedule of the selection will be intimated to the short-listed applicants through SMS/E-mail/CSL website (Careers page).
- (xi) In case of candidates currently working in any organizations particularly, Government Departments or Semi Government/ Public Sector Organisations, such candidates if selected would be allowed to join duty only on production of relieving order / certificate from their organisations.
- (xii) 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.
- (xiii) No TA/DA will be paid to the candidates for attending the selection.
- (xiv) 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.
- (xv) Shipyard is not liable to offer employment to the selected candidates, during or after completion of two years of training.
- (xvi) 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.
- (xvii) CSL reserves the right not to fill up the vacancy notified. Further, the filling up of the notified vacancy will 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.
- (xviii) **No correspondence regarding the rejection of application in case of ineligibility will be entertained.**
- (xix) 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 Ernakulam and such Courts/ Authorities shall have sole and exclusive jurisdiction.

(xx) Any amendment, modification or addition to this advertisement will be given in the CSL website only.

(xxi) For any further clarification, please contact us via e-mail career@cochinshipyard.com.

VI. Important Dates:

Commencement of Online Application : 17 April 2019

Last Date of Online Application : 02 May 2019

“CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION”

“ONLY INDIAN NATIONALS NEED APPLY”

Sd/-
CHIEF GENERAL MANAGER (HR& TRG)