

COCHIN SHIPYARD LIMITED
KOCHI 682015
(P&A Department)

No.P&A/18(176)/10

28 Jun 2010

Cochin Shipyard Limited, the largest and premier Shipyard in the country, a Mini Ratna Company of Government of India requires professionals for the following posts: -

A. Post, Vacancies, Qualification & Experience

Sl No	Post & No. of Vacancies	Qualification	Experience
1	Deputy Manager (Personnel) E-2 Grade (1 post-UR)	Master Degree in Business Administration with specialisation in HR /Post Graduate Degree in Social Work with specialisation in Personnel Management & Industrial Relations or Post Graduate Degree in Personnel Management or equivalent, with a minimum of 60% marks.	Candidates should have at least seven years post qualification experience in a large Public Sector Undertaking or Heavy Engineering Industry and should be well experienced and conversant with modern HR applications and practices.
2	Asst Manager (Finance) E-1 Grade (1 post –SC Backlog)	Degree with a minimum of 60% marks from a recognized University and passed the final examination of the Institute of Chartered Accountants of India/Institute of Cost & Works Accountant of India.	At least 3 years post qualification experience in a Shipyard/large heavy Engineering Industry.
3	Asst Manager (Painting) E-1 Grade (1 post-UR)	Degree in any branch of Engineering /Paint technology with a minimum of 60% marks from a recognized University. Additional qualification required NACE-Level-II Inspector or FROSIO Level III (RED) Inspector.	A minimum of three years relevant experience in a large Public Sector Undertaking or Paint Industry.
4	Asst. Manager E-1 Grade	Degree in Mechanical Engineering	At least three years post qualification experience in the relevant field in a Shipyard/ Heavy Engineering Industry. Period of training undergone in a Shipyard may also be considered towards experience. Proficiency and experience of working in a computerized environment would be advantageous
	Mechanical (9 posts) UR-3,OBC-2,SC-2, ST-2)		
	Electrical –1 post (UR)	Degree in Electrical Engineering	
	Electronics-2posts (UR)	Degree in Electronics& Communication, Electronics &Instrumentation Engg.	
	Instrumentation-1post (UR)	Degree in Instrumentation Engineering	
	Engineering Degree from a recognized University securing not less than 60% marks in the aggregate.		

5	Asst Manager (Information Technology) E-1 Grade (1 post -UR)	First class Degree in Engineering in Computer Science/Electronics & Communication / Information Technology/First class Masters Degree in Computer Application/Information Technology from a recognized university..	At least three years experience in a Shipyard/Heavy Engineering/Commercial organization in the areas of Windows /Linux/C++/Java/Internet Technology/RDBMS. Experience in Networking Administration and ERP desirable
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B. Scale of Pay

Grade	Scale of Pay
E-02	Rs. 20600-46500
E-01	Rs.16400-40500

C. Age

Age shall not exceed 35 years for posts at Sl Nos. 1, 30 years for post at Sl. No. 2 to 5. Age is relaxable by 3 years for OBC candidates, 5 years for SC/ST candidates and 10 years for Persons With Disabilities.

D. Method of Selection

For all posts the selection process will be held at Cochin Shipyard Limited, Kochi. The method of selection will include a written test/group discussion/personal interview.

E. Application Fee

Application fee of Rs. 200/-(Non refundable) for all posts. Fee should be sent along with the application in the form of a crossed DD drawn in favor of COCHIN SHIPYARD LIMITED on any Nationalised bank payable at Kochi. SC/ST/PWD candidates are exempted from payment of application fee.

F. General Conditions

- (i) Government of India Directives on reservation applicable for SC/ST/OBC/PWD candidates will apply and be strictly followed.
- (ii) In the case of Persons With Disabilities the degree of disability should be between 40% and 50%. The candidate should possess latest Certificate to this effect issued by an authorised Medical Board constituted by the Government of India / State Government.
- (iii) Post qualification experience only will be considered. Applicants meeting requirement and short-listed will be required to appear for the Test / Group Discussion / Personal

Interview. Candidates are advised to make sure that they are meeting the eligibility requirements for the post before applying.

- (iv) For reserved posts SC/ST candidates who have secured 55% marks and above in the qualifying examination will also be considered, provided they satisfy all other requirements.
- (v) Depending upon number of applications received for all the posts, Shipyard reserves the right to stipulate a higher cut off mark than the minimum eligibility marks stipulated and accordingly short list candidates for consideration for selection.
- (vi) Candidates appearing for written test/interview shall be reimbursed single to & fro first class rail /bus fare by the shortest route from the mailing address mentioned in their application form to Cochin Shipyard Ltd, Kochi on production of proof.
- (vii) Application format may be downloaded from our **website www.cochinshipyard.com**
- (viii) Candidates should enclose copies of certificates in proof of age, qualification, experience and caste and their candidature will be considered on the strength of those certificates and information provided in the application. If at any stage, if it is found that any information furnished is false / incorrect or the candidate does not satisfy the eligibility criteria, the candidature is liable to be cancelled / rejected. No correspondence regarding the rejection of application in case of ineligibility will be entertained.
- (ix) Those who are working in Government Departments or Public Section Organisations should either send their applications through proper channel or submit “No Objection Certificate” from the employer along with the application.
- (x) Candidates should ensure that all the entries have been correctly filled in and application submitted is duly signed. Applications received not in the prescribed format and without attested copies of certificates will be rejected.
- (xi) The name of post applied for to be clearly indicated on the envelope containing the filled in application.
- (xii) Those fulfilling the prescribed qualification and experience requirements may please forward their applications in the prescribed form affixing recent passport size photograph, supported by attested copies of certificates to prove age, qualifications (with mark lists), experience, caste etc to the **DEPUTY GENERAL MANAGER (HR), COCHIN SHIPYARD LIMITED, KOCHI-15.**

G. Last date for receipt of application is 31July 2010/Ten (10) days from the date of publication in the Employment News. Applications received after the stipulated date will not be considered

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

Sd/-
DEPUTY GENERAL MANAGER (HR)

COCHIN SHIPYARD LIMITED
KOCHI-15

APPLICATION FOR THE POST OF (_____)

To

Deputy General Manager (HR)
Cochin Shipyard Limited
KOCHI – 682 015

Affix
recent
passport
size
photograph

Sir

Ref: Your advt in _____ dated _____ for the post
of _____

I hereby apply for the post of (_____) in your
Company furnishing the following details:

1	Full Name	
2	Father's Name	
3	Date & Place of Birth	
4	Nationality	
5	Present Address (Postal)	
6	E-mail	
7	Contact phone numbers	
8	Whether belonging to** SC/ST/OBC/PWD	
9	Languages known	<u>To read</u> <u>To write</u> <u>To speak</u>

**copy of certificate to be attached.

10. Educational Qualification: (See item A. 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 marks sheets

11. # Experience: (Start from the present position and indicate previous employment in descending chronological orders)

Sl No	Post held and Organization	Period			Nature of duties	Scale of pay	Last basic pay drawn in the post	Reason for change
		From	To	Total				

#copy to be attached

12	Computer Literacy (Courses completed)	
13	Special Qualification/ Training	
14	Any other information	
15	Application Fee	Amount: DD No Date: Bank:

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

Place:
Date :

Signature