

COCHIN SHIPYARD LIMITED
KOCHI 682015
(P&A Department)

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

18 Jul 2012

Cochin Shipyard Limited, a Mini Ratna Company of Government of India, needs professionals for the following posts: -

1. **Post, Vacancies, Qualification & Experience**

Sl No	Name of Post, Grade and Pay scale.	Discipline	No. of Vacancies/ Reservation Break up.	Qualification	Experience	Age
(i)	Deputy General Manager, E-6 Grade, Rs.36600-62000.	Civil	1-UR	Degree in Civil Engineering with a minimum of 60% marks from a recognized University.	Minimum of 18 years post qualification experience in the field of Civil Engineering in an Executive /Managerial cadre in a Shipyard/ Port/ Heavy Engineering Company/ Government Department preferably in a Public Sector undertaking. The candidate should be conversant in design, preparation of estimates, tendering, execution of works in the field of civil construction/Marine Structures and all project management activities. Knowledge of computer software like AUTOCAD, M S Project etc preferable.	Not to exceed 50 years.

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(ii)	Assistant General Manager, E-5 Grade, Rs. 32900-58000	Mechanical	4 (SC-1, OBC-1, UR-2)	Degree in Engineering in the respective discipline with a minimum of 60% marks from a recognized University.	Minimum of 15 years post qualification managerial experience in Shipbuilding/ Ship repair /Heavy Engineering company/Offshore Fabrication and Engineering company in the areas of Design/ Procurement/ Planning/ Production Engineering/ Fabrication Outfitting/Repairs/Quality Assurance/ Project Execution. Experience of working in an ERP/computerised environment desirable.	Not to exceed 45 years
		Marine	2- (OBC-1, UR-1)			
		Naval Architect	1-(UR)			
		Electrical	1-(UR)			
		Electronics	1-(UR)			
(iii)	Senior Manger, E-4 Grade, Rs. 29100-54500	Mechanical	2 (UR-1, OBC-1)	Degree in Engineering in the respective discipline with a minimum of 60% marks from a recognized University.	Minimum of 10 years managerial experience in Shipbuilding/ Ship repair /Heavy Engineering company/ Offshore Fabrication and Engineering company in the areas of Design/ Procurement/ Planning/ Production Engineering/ Fabrication/ Outfitting/Repairs/Quality Assurance/ Project Execution. Experience of working in an ERP/ computerised environment desirable.	Not to exceed 40 years
		Marine	1-(UR)			
		Electrical	1-(ST)			
(iv)	Medical Officer, E-3 Grade, Rs. 24900-50500	Medical Service	1-(UR)	MBBS Degree from a recognized University and valid registration in Indian Medical Council or approved Medical Councils of the States. Adequate knowledge of Malayalam.	Minimum seven years experience as a medical practitioner preferably in an industrial establishment.	Not to exceed 40 years

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(v)	Welfare Officer, E-3 Grade, Rs. 24900-50500	Welfare	1-(UR)	Degree from a recognized University with 60% of marks and Degree or Diploma in Social Science, from a recognized university or Institute or LLB Degree with Labour Laws as elective subject. Adequate knowledge of Malayalam	Minimum ten years post qualification managerial experience in matters of Human Resource and Welfare in a Public Sector Undertaking or Heavy Engineering Company. Experience of working in a computerised environment/ERP is desirable.	Not to exceed 40 years
(vi)	Welfare Officer, E-2 Grade, Rs. 20600-46500	Welfare	1-(OBC)	Adequate knowledge of Malayalam	Minimum seven years post qualification managerial experience in Human Resource and Welfare in a Public Sector Undertaking or Heavy Engineering Company. Experience of working in a computerised environment/ERP is desirable.	Not to exceed 35 years
(vii)	Deputy Manger, E-2 Grade, Rs. 20600-46500	Human Resource	1-(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.	Minimum seven years post qualification managerial experience in Human Resource in a Public Sector Undertaking or Heavy Engineering Company and should be well experienced and conversant with modern HR applications and practices. Experience of working in a computerised environment/ERP is desirable.	Not to exceed 35 years

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	Deputy Manger, E-2 Grade, Rs. 20600-46500	Finance	1-(PWD-VH)	Degree with a minimum of 60% marks from a recognized University and pass in the final examination of the Institute of Chartered Accountants of India/Institute of Cost Accountants of India.	Minimum seven years post qualification experience in the Finance department of a large Public Sector Undertaking or Heavy Engineering Company in the areas of Financial policies, Financial Appraisal, Fund management, Budgeting and Accounting, Taxation, Audit etc.	Not to exceed 35 years
(viii)	Assistant Manager, E-1 Grade, Rs. 16400-40500	Company Secretary	1-(UR)	Degree with a minimum of 60% marks from a recognized University and Associate membership in the Institute of Company Secretaries of India.	Minimum three years experience out of which two years post qualification experience in a listed company. Experience of working in a computerised environment/ERP is desirable.	Not to exceed 30 years
		Finance	1-(SC)	Degree with a minimum of 60% marks from a recognized University and pass in the final examination of the Institute of Chartered Accountants of India/ Institute of Cost Accountants of India.	Minimum three years post qualification experience in the Finance department of a Shipyard/Heavy Engineering company/ Commercial organization. Experience of working in a computerised environment/ERP is desirable	

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	Assistant Manager, E-1 Grade, Rs. 16400-40500	Mechanical	6-(SC-1, ST-1, OBC-1, UR-3)	Degree in Mechanical Engineering with 60% marks from a recognized University	Minimum three years post qualification experience in the relevant field in a Shipyard/ Heavy Engineering company. Proficiency and experience of working in a computerized environment would be advantageous	Not to exceed 30 years
		Electrical	1-(OBC)	Degree in Electrical Engineering with 60% marks from a recognized University	Minimum three years post qualification experience in the relevant field in a Shipyard/ Heavy Engineering company. Proficiency and experience of working in a computerized environment would be advantageous	
		Civil	1-(SC)	Degree in Civil Engineering with 60% marks from a recognized University	Minimum three years post qualification experience in the relevant field in a Shipyard/ Heavy Engineering company/Large Civil construction company. Proficiency and experience of working in a computerized environment would be advantageous	
		Information Technology	2-(SC-1, UR-1)	Degree in Engineering in Computer Science/ Information Technology/ Masters Degree in Computer Applications/Computer Science/Information Technology with 60% marks from a recognized University	Minimum three years post qualification experience in the relevant field in a Shipyard/ Heavy Engineering company/Large Commercial Organization in the areas Windows/Linux/C++/Java/Internet Technology/RDBMS. Experience in Network Administration and ERP desirable.	

2. **Compensation and other benefits**

In addition to Basic Pay the Executives are eligible for Industrial DA as applicable, HRA @ of 20% of Basic pay, Perks upto 49 % of Basic Pay, Contributory Provident Fund, Accident Insurance coverage, Reimbursement of Medical expenses under the Contributory Medial Insurance policy, Leave encashment, Performance Payment etc as admissible. Table below indicates the CTC at the minimum of scales as on date.

Grade	Pay scale	Minimum CTC (approx)
E6	Rs.36600-3%-62000	Rs 12.96 lakhs
E5	Rs.32900-3%-58000	Rs 11.44 lakhs
E4	Rs.29100-3%-54500	Rs 10.12 lakhs
E3	Rs.24900-3%-50500	Rs 8.50 lakhs
E2	Rs.20600-3%-46500	Rs 7.03 lakhs
E1	Rs.16400-3%-40500	Rs 5.60 lakhs

3. **Age**

The upper age limit prescribed for all posts shall be as on 31 July 2012. 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. Age relaxation of five years applicable for candidates who have been domicile of J&K during the period 01.01.1980 to 31.12.1989 as per Government of India guidelines.

4. **Method of Selection**

For all the posts, selection process will be held at Kochi. For posts at SI No. (i) to (v) the method of selection will include a Group discussion /Personal Interview. For posts at SI No. (vi) to (viii) the selection process will include a Written test/Group discussion and followed by a Personal Interview.

5. **Application Fee**

Application fee of Rs. 300/-(Non refundable) for all posts. Fee remitted in the form of a crossed DD drawn in favor of COCHIN SHIPYARD LIMITED on any Nationalised bank payable at Kochi should be sent along with the application form. SC/ST/PWD (Minimum 40% of disability) of candidates are exempted from payment of application fee.

6. **General Conditions/ Information**

- (i) Only Indian nationals are eligible to apply.
- (ii) Government of India Directives on reservation for SC/ST/OBC/PWD candidates will apply and be strictly followed.
- (iii) 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.
- (iv) Post qualification experience only will be considered. Period of experience will be reckoned as on 31 July 2012. Applicants meeting requirement and short-listed will be required to appear for the Test / Group Discussion / Personal Interview at Kochi. Candidates are advised to make sure that they are meeting the eligibility requirements for the post before applying.
- (v) The minimum qualification stipulated for all the posts must be from an Indian University/Institute recognized by AICTE/recognized by the appropriate statutory authority in India and should be of regular/full time courses.
- (vi) Where percentage of mark is not awarded by the University and only grades like GPA,CGPA are awarded, the same should be converted to the equivalent percentage of marks as per the following formula. On a 10 point scale CGPA/GPA of 6.0 will be considered as 60%.
- (vii) 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.
- (viii) Depending upon number of applications received for all the posts, Shipyard reserves the right to relax age and experience requirements for those who have experience of working in a Shipyard.

- (ix) Candidates appearing for interview shall be reimbursed single to & fro 2nd AC/3rd AC rail /bus fare as admissible for the post as per company rules by the shortest route from the mailing address mentioned in their application form to Cochin Shipyard Ltd, Kochi on production of proof.
- (x) Application format may be downloaded from our **website www.cochinshipyard.com**
- (xi) 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, 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.
- (xii) No correspondence regarding the rejection of application in case of ineligibility will be entertained.
- (xiii) Those who are working in Government Departments or Semi Government/Public Sector Organisations should either send their applications through proper channel or submit “No Objection Certificate” from the employer along with the application.
- (xiv) Candidates should ensure that all the entries have been correctly filled in and application submitted is duly signed. Applications not received in the prescribed format and without attested copies of certificates will be rejected. The candidates should produce the certificates in original at the time of verification and in the event of failure to produce the original certificates or any information furnished is found to be false or not in conformity with the eligibility requirements as per the notification, candidature will be cancelled/rejected.
- (xv) 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 and medical fitness of all candidates are further subject to certification by the Company Medical Officer.
- (xvi) The name of post applied for to be clearly indicated on the envelope containing the filled in application.
- (xvii) 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, demand draft etc to the **DEPUTY GENERAL MANAGER (HR), COCHIN SHIPYARD LIMITED, P O BAG No. 1653, PERUMANOOR PO, KOCHI-682015.**

- (xviii) The vacancies notified need not be filled and Cochin Shipyard Ltd reserves the right to cancel/restrict/enlarge/alter/modify the recruitment process, if need so arises without notice or assigning any reason thereof.
- (xix) Any dispute in connection with the recruitment shall be in courts having jurisdiction at Kochi.
- (xx) Last date for receipt of application is 24 Aug 2012/upto Ten (10) days from the date of publication of vacancy notification in the Employment News. Applications received after the stipulated date will not be considered. Cochin Shipyard will not be responsible for any postal delay/loss in transit in submission of application within the specified time.

“CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION”

Sd/-
DEPUTY GENERAL MANAGER (HR)