



UDUPI COCHIN SHIPYARD LIMITED (UCSL)

(Formerly Tebma Shipyards Limited)

Ministry of Ports, Shipping and Waterways, Government of India

MALPE, KARNATAKA

UCSL/IMS/HR/VN/F/11

Date of Issue:02nd May 2023

Rev No.0

Revised on.

No. of Pages: 1of 16

No. UCSL/IMS/HR/VN/F/11-OFCDR/2023/19

18.09.2023

RECRUITMENT OF OFFICERS FOR UCSL

Udupi Cochin Shipyard Limited (UCSL), Malpe in Karnataka State is a wholly owned subsidiary company of Cochin Shipyard Limited (CSL) invites applications from experienced professionals for filling up of **OFFICERS** at Malpe, as per details below:

A. Name of Posts, Educational Qualification & Experience:

TABLE 1

Sl No	Name of Post & Trade	Educational Qualification & Experience
1.	ASSISTANT GENERAL MANAGER (Engineering)	<p><u>Educational qualification:</u> Degree in Mechanical/Electrical/ Electrical & Electronics/ Electronics / Electronics & Communication / Electronics & Instrumentation Engineering with minimum 60 % marks</p> <p><u>Experience:</u> The candidate should have a minimum managerial experience of 15 years. Experience shall be in the Outfitting/Engineering department of shipyards, Companies engaged in construction of offshore platforms, jack up rigs etc, with hands on knowledge in engineering/Electrical outfitting, commissioning and trials of ocean-going vessels/offshore engineering related platforms.</p> <p><u>Desirable:</u> Last 5 years shall be as a team lead or section head of a shipbuilding/offshore engineering related project. Candidates serving in public sector undertakings Should have at least 1 year experience in the grade below AGM (ie in E 4 grade.)</p>
2.	ASSISTANT GENERAL MANAGER U&M - DOCK MASTER	<p><u>Educational qualification:</u> Degree in Mechanical/Electrical/ Electronics/ Electronics & Communication / Electronics & Instrumentation Engineering with minimum 60 % mark.</p> <p><u>Experience:</u> The candidate should have a minimum 15 years of managerial experience in the utilities and maintenance department of a major shipyard, petrochemical/manufacturing company. Should be familiar with maintenance of Electrical and mechanical equipment like generators, Electric Overhead cranes, compressors, mobile cranes etc.</p> <p><u>Desirable:</u> Last 3 years of experience be as a section head or team lead. Experience in a shipyard, handling docking and undocking of vessels will be an added advantage.</p>

Sl No	Name of Post & Trade	Educational Qualification & Experience
		Candidates serving in public sector undertakings Should have at least 1 year experience in the grade below AGM (ie in E 4 grade.)
3.	SENIOR MANAGER (HSE)	<p><u>Educational qualification:</u> a) A recognized Degree in any branch of Engineering or Technology. b) A Diploma in Industrial Safety recognized by State Government. i) The requirement of Industrial Safety is not mandatory in case of Degree holders in Safety Engineering or Technology. ii) The year of passing the qualification of Diploma in Industrial Safety, shall not be factored for calculation of post qualification experience for the post.</p> <p><u>Experience:</u> The candidate should have minimum 12 years of Managerial experience in the HSE department of shipyard/ engineering industry/ manufacturing industry or in registered EPC company The candidate shall have adequate knowledge about rules and regulations relating to HSE.</p> <p><u>Desirable:</u> Last 3 years' experience is as section head/team lead of safety team in the organisation. Candidates serving in public sector undertakings should have at least 1 year experience in the grade below Senior Manager (ie in E 3 grade.)</p>
4.	MANAGER (Contract Cell)	<p><u>Educational Qualification:</u> Degree in Mechanical /Electrical/Naval Architecture Engineering with 60% marks from a recognized University.</p> <p><u>Experience:</u> The candidate should have minimum 9 years of managerial experience in a ship building or ship repair yard, a registered EPC company, Petrochemical industry etc, in the sub-contracting/purchase department.</p> <p><u>Desirable:</u> Last 3 years of experience be in the sub-contracting or vender development function. Experience in managing government tenders/sub contracts will be an added advantage. Candidates serving in public sector undertakings Should have at least 1 year experience in the grade below Manager (ie in E 2 grade.)</p>
5.	MANAGER (Planning)	<p><u>Educational Qualification:</u> Degree in Mechanical / Electrical / Naval Architecture/ Marine Engineering with minimum of 60% marks from a recognized University</p> <p><u>Experience:</u></p>

Sl No	Name of Post & Trade	Educational Qualification & Experience
		<p>The candidate should have 9 years of managerial experience in a ship building or ship repair yard, a registered EPC company, Petrochemical industry etc, in planning/project management.</p> <p><u>Desirable:</u> Last 3 years shall be in the planning/Project management function. The candidate shall possess good knowledge of planning softwares like MS Project. Candidates serving in public sector should have at least one year experience at a grade below manager (ie E2 grade)</p>
6.	MANAGER (Hull)	<p><u>Educational Qualification:</u> Degree in Mechanical Engineering/Naval Architecture with 60% marks from a recognized University</p> <p><u>Experience:</u> The candidate should have 9 years of managerial experience in the Hull fabrication/Erection department of a shipyard, or in the fabrication department of a registered EPC company, fabrication and assembly department of yards, construction of offshore platforms and rigs etc.</p> <p><u>Desirable:</u> Last 3 years shall be as project lead/section head of a fabrication team. The candidate has a working level knowledge of Auto cad. Candidates shall have good communication skills in both English and Hindi. Candidates serving in public sector should have at least one year experience at a grade below manager (ie E2 grade)</p>
7.	MANAGER (Electrical)	<p><u>Educational Qualification:</u> Degree in Electrical/ Electrical & Electronics/ Electronics / Electronics & Communication / Electronics & Instrumentation Engineering with 60% of marks from a recognized University</p> <p><u>Experience:</u> The candidate should have 9 years of managerial experience in the electrical outfitting department of a Ship building/ship repair yard, yards engaged in construction of Offshore platforms, or in a registered EPC company etc.</p> <p><u>Desirable:</u> Last 3 years of experience shall be as project lead of an electrical/electronic team. The candidate should have working level knowledge of Auto cad. Should have good communication skills in both English and Hindi. Candidates serving in public sector undertakings Should have at least 1 year in the grade below Manager (ie in E 2 grade.)</p>

Sl No	Name of Post & Trade	Educational Qualification & Experience
8.	MANAGER (Quality control)	<p><u>Educational Qualification:</u> Degree in Mechanical Engineering with 60% marks from a recognized University</p> <p><u>Experience:</u> The candidate should have 9 years of managerial experience in Outfitting (Machinery/piping/Electrical) department or quality control of machinery/piping/Electrical functions of a ship building yard, ship repair yard, yards engaged in the construction/repair of Offshore platforms, rigs etc or in a registered EPC company.</p> <p><u>Desirable:</u> Last 3 years of experience shall be as team lead of a machinery quality control team of a project. The candidate should have working level knowledge of Auto cad. Should have good communication skills in both English and Hindi. Candidates serving in public sector undertakings Should have at least 1 year experience in the grade below Manager (ie in E 2 grade.)</p>
9.	MANAGER (Accommodation outfit)	<p><u>Educational Qualification:</u> Degree in Mechanical/ Naval Architecture/ Marine Engineering with minimum of 60% marks from a recognized University.</p> <p><u>Experience:</u> The candidate should have minimum 9 years of managerial experience in the accommodation outfitting department of a Shipyard, Ship repair yard or similar engineering industries.</p> <p><u>Desirable:</u> Specialising in construction of modular accommodation design and execution. Last 3 years of experience is as a team lead in the accommodation outfitting function. Candidate shall have a working level knowledge of AutoCAD. Candidate shall also possess good communication skills in English and Hindi. Candidates serving in public sector undertakings Should have at least 1 year experience in the grade below Manager (ie in E 2 grade.)</p>
10.	MANAGER (Piping)	<p><u>Educational Qualification:</u> Degree in Mechanical Engineering/Marine Engineering with 60% marks from a recognized University</p> <p><u>Experience:</u> The candidate should have minimum 9 years of managerial experience in the piping department of a Shipyard, Ship repair yard, yards engaged in</p>

Sl No	Name of Post & Trade	Educational Qualification & Experience
		<p>construction and repair of offshore platforms, registered EPC companies etc.</p> <p><u>Desirable:</u> Last 3 years of experience is as a team lead in the Piping outfitting function. Candidate is familiar with pipe treating processes like pickling, chemical cleaning, oil flushing, etc Candidate shall have a working level knowledge of AutoCAD. Candidate shall also possess good communication skills in English and Hindi. Candidates serving in public sector undertakings Should have at least 1 year experience in the grade below Manager (ie in E 2 grade.)</p>
11.	MANAGER (Machinery)	<p><u>Educational Qualification:</u> Degree in Mechanical/ Naval Architecture/ Marine Engineering with minimum of 60% marks from a recognized University</p> <p><u>Experience:</u> The candidate should have minimum 9 years of managerial experience in the machinery outfitting and commissioning department of a Shipyard, Ship repair yard, yards engaged in construction and repair of offshore platforms, or registered EPC companies. Experience in erection, setting to work and commissioning of propulsion systems will be an advantage. Alternatively, the candidate can be a marine engineer with Class 2 certificate of competency, with 9 years of total experience.</p> <p><u>Desirable:</u> Candidate shall have a working level knowledge of AutoCAD. Candidate shall also possess good communication skills in English and Hindi. Candidates serving in public sector undertakings Should have at least 1 year experience in the grade below Manager (ie in E 2 grade.)</p>
12.	DEPUTY MANAGER (Finance)	<p><u>Educational Qualification:</u> Chartered Accountant or Cost Management Accountant</p> <p><u>Experience:</u> The candidate should have a minimum of 7 years of relevant work experience in the financial reporting domain.</p> <p><u>Desirable:</u> Sound knowledge of IND-AS (Indian Accounting Standards) and taxation, Strong communication and team management skills, good business judgment, analytical, and decision-making skills, and working knowledge of ERP-SAP is preferred.</p>

Sl No	Name of Post & Trade	Educational Qualification & Experience
13.	ASSISTANT MANAGER (Planning)	<p><u>Educational Qualification:</u> Degree in Mechanical / Electrical / Naval Architecture/ Marine Engineering with minimum of 60% marks from a recognized University</p> <p><u>Experience:</u> The candidate should have minimum 3 years of managerial experience in a ship building or ship repair yard in a registered EPC company, Petrochemical industry etc, in the planning/project management function.</p> <p><u>Desirable:</u> Last 1 year shall be in the planning/Project management function. The candidate shall possess good knowledge of planning software's like MS Project. Should have good communication skills in English and Hindi.</p>
14.	ASSISTANT MANAGER (Hull - Erection)	<p><u>Educational Qualification:</u> Degree in Mechanical Engineering/Naval Architecture with 60% marks from a recognized University</p> <p><u>Experience:</u> The candidate should have minimum 3 years of managerial experience in the Hull erection department of a shipyard or Erection function of a yard engaged in construction of offshore platforms, or in registered EPC companies.</p> <p><u>Desirable:</u> The candidate has a working level knowledge of AutoCAD. The candidate should have good communication skills in English and Hindi.</p>
15.	ASSISTANT MANAGER (Hull – Steel Preparation)	<p><u>Educational Qualification:</u> Degree in Mechanical Engineering with 60% marks from a recognized University</p> <p><u>Experience:</u> The candidate should have minimum 3 years of managerial experience in the fabrication function of a shipyard, or a yard engaged in construction of offshore platforms, registered EPC companies etc. It is essential for the candidate to have a working level knowledge of AutoCAD.</p> <p><u>Desirable:</u> The candidate has proficiency in nesting software, and experience in steel preparation (CNC cutting and palletisation of parts, bending/forming of steel etc). The candidate should have good communication skills in English and Hindi.</p>

Sl No	Name of Post & Trade	Educational Qualification & Experience
16.	ASSISTANT MANAGER (Electrical – Navigation & Communication)	<p><u>Educational Qualification:</u> Degree in Electronics / Electronics & Communication / Electronics & Instrumentation Engineering with 60% of marks from a recognized University</p> <p><u>Experience:</u> The candidate should have minimum 3 years of managerial experience in installation, setting to work and commissioning/repair and servicing of communication systems/navigation systems of ocean-going ships, offshore platforms etc.</p> <p><u>Desirable:</u> The candidate has experience in commissioning, troubleshooting/repair of process control systems, power management systems. The candidate should also have good communication skills in both English and Hindi.</p>
17.	ASSISTANT MANAGER (Electrical – Power & Lighting)	<p><u>Educational Qualification:</u> Degree in Electrical Engineering with 60% of marks from a recognized University</p> <p><u>Experience:</u> The candidate should have minimum 3 years managerial experience in the relevant technical field. The candidate should have hands on experience in installation, setting to work and commissioning of power systems and lighting systems of ocean-going vessels in a shipyard, or similar Engineering industry.</p> <p><u>Desirable:</u> Should possess good communication skills in English and Hindi.</p>
18.	ASSISTANT MANAGER (Electrical – Controls & Automation)	<p><u>Educational Qualification:</u> Degree in Electrical & Electronics/ Electronics / Electronics & Communication / Electronics & Instrumentation Engineering with 60% of marks from a recognized University</p> <p><u>Experience:</u> The candidate should have minimum 3 years managerial experience in installation, setting to work and commissioning of control and automation systems of ocean-going vessels in a shipyard, or that of offshore platforms or engineering industry/ manufacturing industry or registered EPC companies.</p> <p><u>Desirable:</u> The candidate should also have a good communication skill in English and Hindi</p>

Sl No	Name of Post & Trade	Educational Qualification & Experience
19.	ASSISTANT MANAGER (Machinery – AUX System)	<p><u>Educational Qualification:</u> Degree in Mechanical / Electrical / Naval Architecture/ Marine Engineering with minimum of 60% marks from a recognized University</p> <p><u>Experience:</u> The candidate should have minimum 3 years of managerial experience in erection, setting to work and commissioning of machinery systems onboard a ship, oil rig or similar platform.</p> <p><u>Desirable:</u> Having class 4 certificate of competency in marine engineering will be an added advantage. Candidate should also possess good communication skills in English and Hindi.</p>
20.	ASSISTANT MANAGER (Machinery - PROP SYSTEMS)	<p><u>Educational Qualification:</u> Degree in Mechanical/ Naval Architecture/ Marine Engineering with a minimum of 60% marks from a recognized University.</p> <p><u>Experience:</u> The candidate should have 3 years of managerial experience in installation, setting to work and commissioning of propulsion systems in a ship building/ship repair yard.</p> <p><u>Desirable:</u> The candidate should possess good communication skills in English and Hindi.</p>
21.	ASSISTANT MANAGER (Piping)	<p><u>Educational Qualification:</u> Degree in Mechanical Engineering/Marine Engineering with 60% marks from a recognized University</p> <p><u>Experience:</u> The candidate should have minimum 3 years of experience in fabrication, erection and commissioning of piping systems, in a Shipyard, Ship repair yard, yards engaged in construction/repair of offshore platforms or registered EPC companies.</p> <p><u>Desirable:</u> Candidate should have a working level knowledge of AutoCAD Candidate should also possess good communication skills in English and Hindi.</p>
22.	ASSISTANT MANAGER (Materials)	<p><u>Educational Qualification:</u> Degree in Mechanical Engineering with 60% marks from a recognized University</p>

Sl No	Name of Post & Trade	Educational Qualification & Experience
		<p><u>Experience:</u> The candidate should have minimum 3 years of managerial experience in procurement, sub-contracting or vendor development function in a ship yard, ship repair yard, or a registered EPC company etc.</p> <p><u>Desirable:</u> Experience in managing government tenders/sub contracts will be an added advantage. The candidate shall also possess good communication skills in English and Hindi</p>

B. Important dates:

Commencement of online Application : 18.09.2023
Last Date of online Application : 08.10.2023

C. Grade, No. of Vacancies and Reservation:

TABLE 2

Name of Posts	Grade	UR	OBC	SC	EWS	Total
Assistant General Manager	E5	2	-	-	-	2
Senior Manager	E4	1	-	-	-	1
Manager	E3	5	2	1	-	8
Deputy Manager	E2	1	-	-	-	1
Assistant Manager	E1	7	3	1	1	12
TOTAL		16	5	2	1	24

(i) UCSL reserves the right to increase / decrease the number of vacancies or not to fill up the vacancy or cancel the recruitment process, as per its requirement.

D. Pay Scale, Benefits & Place of Posting:

(i) Pay scale:

TABLE 3

Grade	Pay scale
E1	₹ 40000-3%-140000
E2	₹ 50000-3%-160000
E3	₹ 60000-3%-180000
E4	₹ 70000-3%-200000
E5	₹ 80000-3%-220000

(ii) Monthly Emoluments as on date: -

TABLE 4

Sl No	Wage Type	Amount (in ₹)				
		Assistant General Managers (E5 grade)	Senior Managers (E4 grade)	Managers (E3 grade)	Deputy Managers (E2 grade)	Assistant Managers (E1 grade)
1	Basic pay	₹ 80,000	₹ 70,000	₹ 60,000	₹ 50,000	₹ 40,000
2	DA (at present 39.2% on BP)	₹ 31,360	₹ 27,440	₹ 23,520	₹ 19,600	₹ 15,680
3	HRA (at present 9% on BP)	₹ 7,200	₹ 6,300	₹ 5,400	₹ 4,500	₹ 3,600
4	Perks & Allowances (35% on BP)	₹ 28,000	₹ 24,500	₹ 21,000	₹ 17,500	₹ 14,000
Total		₹1,46,560	₹ 1,28,240	₹ 1,09,920	₹ 91,600	₹ 73,280

- (iii) Other benefits under Contributory Provident Fund, Accident Insurance coverage, Reimbursement of Medical expenses under the Contributory Medical Insurance policy, Leave encashment, etc. as admissible shall be applicable for the posts.
- (iv) **The posting shall be at UCSL Malpe Unit/any other UCSL units/project sites as desired by UCSL.** However, depending upon project requirements, the candidates are liable to be transferred within different units of UCSL. The appointment to the post carries with it the obligation to serve in any department of UCSL or on-board ships or in any of the units / work sites/ projects undertaken in any part of India or abroad as the case may be.
- (v) Selected candidates shall be placed in the minimum of the pay scale and pay protection will not be considered.

E. Age:

- (i) **The upper age limit prescribed for the post of Assistant General Managers shall not exceed 45 years as on 18 Sep 2023. i.e., applicants should be born on or after 19 Sep 1978.**
- (ii) **The upper age limit prescribed for the post of Senior Manager and Managers shall not exceed 40 years as on 18 Sep 2023. i.e., applicants should be born on or after 19 Sep 1983.**
- (iii) **The upper age limit prescribed for the post of Deputy Managers shall not exceed 35 years as on 18 Sep 2023. i.e., applicants should be born on or after 19 Sep 1988.**
- (iv) **The upper age limit prescribed for the post of Assistant Managers shall not exceed 30 years as on 18 Sep 2023. i.e, applicants should be born on or after 19 Sep 1993.**
- (v) The upper age limit is relaxable by three (3) years for OBC (Non Creamy Layer) and 5 years for SC candidates in posts reserved for them.
- (vi) For the posts of Assistant Managers, the upper age limit shall be relaxable by ten (10) years for Persons with Benchmark Disabilities (PwBD) and five (5) years for Ex-servicemen. However, in no case, age limit after applying all age relaxations shall exceed 40 years.

- (vii) For the posts of Deputy Managers, the upper age limit shall be relaxable by 5 years for Persons with Benchmark Disabilities (PwBD) and 10 years for Ex-servicemen. However, in no case, age limit after applying all age relaxations shall exceed 45 years.
- (viii) For the posts of Managers, the upper age limit shall be relaxable by 5 years for Persons with Benchmark Disabilities (PwBD) and 10 years for Ex-servicemen. However, in no case, age limit after applying all age relaxations shall exceed 50 years.
- (ix) For the posts of Senior Managers, the upper age limit shall be relaxable by 5 years for Persons with Benchmark Disabilities (PwBD) and 10 years for Ex-servicemen. However, in no case, age limit after applying all age relaxations shall exceed 50 years.
- (x) For the posts of Assistant General Managers, the upper age limit shall be relaxable by 5 years for Persons with Benchmark Disabilities (PwBD) and 10 years for Ex-servicemen. However, in no case, age limit after applying all age relaxations shall exceed 55 years.

F. Method of Selection:

- (a) The selection process shall be held at Malpe or interview through electronic media.
- (b) The method of selection shall include a Power Point Presentation and Personal Interview. Candidates who are provisionally short-listed for the posts shall be required to do the Power Point Presentation highlighting their work experience (duration of not more than ten minutes). The work experience shall be assessed by selection committee based on the documents submitted by the candidates and the power point presentation on work experience. Based on the Power Point Presentation, the candidates shall be further short-listed for Personal Interview. Only candidates who are meeting the notified work experience and job requirements shall be permitted to attend Personal Interview. The marks shall be assigned to the short-listed candidates based on the following parameters for final selection:

• Power Point Presentation on work experience	: 80 marks
• Personal Interview	: 20 marks
Total	:100 marks
- (c) UCSL reserves the right to scrutinize applications for the posts and prepare shortlist of candidates based on meeting eligibility requirements ascertained through the certificates submitted and only such shortlisted candidates shall be permitted to attend the selection process.

G. Conditions:

a) Reservation:

- (i) Government of India Directives on reservation shall apply.
- (ii) Applicants belonging SC or OBC (Non Creamy Layer), should produce a *valid recent community certificate* issued by the Revenue Authority not below the rank of the Tahsildar,

failing which their candidature shall not be considered against the reserved post, and for other concessions / relaxations applicable to the category.

- (iii) Applicants belonging to EWS category should produce a valid Income and Asset Certificate issued by any of the following authorities in the prescribed format. This certificate shall only be accepted as proof of applicant's claim as belonging to EWS, failing which their candidature shall 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 minimum qualification stipulated for the posts must be from a University/ Institute/Examination Board recognized by AICTE/ appropriate statutory authority/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 shall not be considered.
- (iii) The applicants are required to fill in the exact percentage of marks scored by them in the qualifying examination in the application submitted for the posts. Some Universities/Institutes/Examination Boards do not award Class or Percentage of marks and allot Aggregate Grade Points (e.g. CGPA/OGPA/CPI, etc.). In case University/Institute/Examination Board defines criteria for conversion of Aggregate Grade Point into Class and/or percentage of marks, the same shall be accepted. However, where the University/ Institute/Examination Board 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.

c) Experience:

- (i) **Experience acquired after the date of passing of the qualification stipulated as per the above requirements shall only be considered. Period of post qualification experience shall be reckoned as on 18.09.2023.**
- (ii) Training period in any organization shall not be counted as work experience, including the period of executive training, management training, apprentice training, advanced training or any other training.

- (iii) Experience Certificates obtained from Companies registered under the Companies Act 1956 or Foreign Companies of equivalent status shall only be considered for short listing and for consideration for selection.
- (iv) 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 and CTC Certificate during the current financial year/IT Form-16 of the previous financial year** as proof of work experience. **For past employment, experience certificate indicating the date of joining as well as relieving should be submitted.** The candidates should submit all certificates to establish the experience claimed in their online application, failing which their candidature shall be cancelled and they shall not be considered for further selection.
- (v) Applicants in regular Government service or in Government owned industrial or other similar organizations are required to send a declaration (as per **Annexure – II**) that they have informed in writing to their employer that they have applied for the post notified by UCSL. Candidature of such applicants will not be considered if objection if any received from the employer.
- (vi) Applicants who are Ex-servicemen should submit **Discharge Certificate/ Book/ Pension Payment Order from the Armed Forces**. Those ex-servicemen having Degree endorsed in their Discharge Certificate/ Book should have working experience in the relevant discipline in the Armed Forces. Such qualification acquired during service period shall also be considered for calculation of post qualification experience. Ex-servicemen claiming equivalency of Degree in discipline should produce the certificate of equivalency or endorsement in the Discharge certificate of the same with authority (refer order issued by the Govt. of India), should produce certificates indicating qualification and work experience in the relevant discipline in the Armed Forces, as proof of experience. They should produce experience certificate from the authorities concerned, failing which their candidature shall not be considered.
- (vii) Those ex-servicemen, on re-employment in any Government job on civil side after availing of the benefits given to him as an ex-serviceman, his ex-serviceman status for the purpose of re-employment in Government shall be governed by DoPT OM Nos. 36034/27/84-Estt(SCT) dated 02.05.1985, 36034/6/90-Estt(SCT) dated 10.10.1994 and 36034/1/2014-Estt (SCT) dated 14.08.2014. **All ex-servicemen shall submit an undertaking along with the application, that he has not been re-employed in Government after availing the benefits for ex-servicemen** (as per **Annexure – III**).
- (viii) Applicants should clearly specify the nature of work performed and duties, responsibilities handled in the respective jobs, as well as experience certificate in proof of the same shall be sent along with their application for the posts notified.

d) **Application Fee:** Nill

e) **How to Apply:**

- (i) **Applicants should go through the User Manual and FAQ published in the link www.cochinshipyard.in (Career page→ UCSL, Malpe) before filling the online application. The application consists of two phases – One time Registration and Submission of application against the post applicable. Applicants should not submit more than one application. Application once submitted shall be final.**
- (ii) Applicants meeting the notified requirements may do the **One-time Registration in the SAP Online portal and submit their application.** The facility to submit their application can be accessed through the website www.cochinshipyard.in (Career page→ UCSL, Malpe) from 18 Sep 2023 to 08 Oct 2023. **Application submitted direct or by any other mode shall not be accepted.**
- (iii) 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 shall not be considered and shall be rejected.
- (iv) Applicants should ensure that all the entries in the online application have been correctly filled in and application submitted successfully. Change in the data provided in the application after final submission of the same through online will not be considered. **Filling of garbage/junk details in any of the fields can lead to rejection of application.**
- (v) Application must be complete in all respects as per this Advertisement Notification. **Please note that incomplete applications /withdrawn applications / applications in draft status shall not be considered.** On successful submission of the application, the status of the application shall be shown as "**In process**". After submission of the application, the candidate shall log in to My Applications and ensure that the application status is "**In process**" to ensure the process is complete.
- (vi) **After applying through online, applicants 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 shall be obtained only upon successful submission of online application.** The Registration Number on the online application should be quoted for any correspondence with UCSL.
- (vii) **Applicants need not send the online application print out/ certificates by post to Udupi Cochin Shipyard Limited.**
- (viii) The website shall remain functional for the purpose of submitting applications from **18.09.2023** and the last date for submission of applications through online is **08.10.2023**. In order to avoid heavy traffic in website on the last date that may result in non-submission of application, applicants are advised to log in to CSL website and submit applications well in advance before the last date. Those who apply on the last date of application may not get any troubleshooting assistance / technical support in the SAP application portal after 1600 hrs.

f) General

- i) **Applicants are advised to make sure that they are meeting the eligibility requirements as per the vacancy notification for the posts before submitting the applications.**
- ii) Definition of Ex-serviceman:- Ex-serviceman is a person
 - (a) Who has served in any rank whether as combatant or non-combatant in a Regular Army, Navy and Air Force of the Indian Union, and
 - i. Who either has been retired or relieved or discharged from such service whether at his own request or being relieved by the employer after earning his or her pension; or
 - ii. Who has been relieved from such service on medical grounds attributable to military service or circumstances beyond his control and awarded medical or other disability pension; or
 - iii. Who has been released from such service as a result of reduction in establishment;
 - (b) Who has been released from such service after completing the specific period of engagement, otherwise than at his own request, or by way of dismissal, or discharge on account of misconduct or inefficiency and has been given a gratuity; and includes personnel of the Territorial Army, namely, pension holders for continuous embodied service or broken spells of qualifying service; Or
 - (c) Personnel of Army Postal Service who are part of Regular Army and retired from the Army Postal Service without reversion to their parent service with pension, or are released from the Army Postal service on medical grounds attributable to or aggravated by military service or circumstances beyond their control and awarded medical or other disability pension; Or
 - (d) Personnel, who were on deputation in Army Postal Service for more than six months prior to 14th April, 1987; Or
 - (e) Gallantry award winners of the Armed Forces including personnel of Territorial Army; Or
 - (f) Ex-recruits boarded out or relieved on medical ground and granted medical disability pension.
- iii) UCSL 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@udupicsl.com. However, UCSL shall 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 shall not be considered, and no further correspondence shall be entertained in this regard.
- iv) Original Certificates of the short-listed candidates shall be verified again at the time of joining or at any other stage as decided by UCSL. Candidature is purely provisional subject to verification of original certificates in proof of age, qualification, experience, caste, disability, medical fitness etc and meeting the notified eligibility requirements. At the time of certificate verification/joining, if the candidates short-listed are found not meeting the eligibility requirements or fail to produce certificates in original or if at any stage, it is found that any information furnished by the candidate is false/incorrect or there has been suppression of facts and information, the candidate shall not be considered for selection and candidature/appointment will be cancelled/rejected without further notice.
- v) **No correspondence regarding the rejection of application in case of ineligibility shall be entertained.**

- vi) **Call letters shall not be sent to short-listed candidates by post. They shall be informed by e-mail. Schedule of the selection shall be intimated to the shortlisted applicants through E-mail/CSL website www.cochinshipyard.in (Career page → UCSL, MALPE)/ UCSL website www.udupicsl.com (Career page).** Candidates are requested to frequently check the above websites for updates related to the selection.
- vii) Mere submission of application 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 or does not constitute an offer of appointment, and will not entitle the applicant to any claim for employment in UCSL.
- viii) Appointment of selected candidates will be subject to verification of character and antecedents and verification of caste certificates if applicable.
- ix) The candidates short-listed for appointment should undergo a medical examination in the hospitals as prescribed by UCSL. The reports of such medical examination may be examined by UCSL prescribed and the appointment of the candidate may be subject to certification of Medical fitness.
- x) UCSL shall not bear any liability on account of salary/leave salary/gratuity/pension contribution etc, if any related to previous employment of any candidate already working in Government/Public Sector Undertakings.
- xi) Rank lists shall be maintained for all posts and shall be operated only in the event of occurrence of a vacancy during the validity period of the rank list. The validity period of the rank list shall be up to 18 months from the date of reporting of the last candidate, from the list of candidates advised to join on publication of the result, unless a fresh notification for the same post is issued. Vacancy which arose as stated above shall not be treated as a fresh vacancy.
- xii) The number of posts indicated in this notification is based on existing requirement and shall vary depending on the future requirements, and the vacancies that may arise during the validity period of the rank list shall be filled up from that rank list at the discretion of the UCSL.
- xiii) Notwithstanding the above or any other conditions, UCSL reserves the right not to fill up the vacancies notified. Further, the filling up of the notified vacancies shall be subject to the suitability of candidates in the rank list, availability of projects and job requirements. UCSL reserves the right to restrict/ alter/cancel/modify the recruitment process, if need so arises.
- xiv) Submission of application shall be considered as unconditional acceptance of all terms and conditions of this vacancy notification by the applicant.
- xv) All documents related to this selection shall be preserved for a period of two years from the date of publication of results.
- xvi) 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.
- xvii) Any amendment, modification or addition to this advertisement shall be given in the UCSL website only.

xviii) For any further clarification related to the advertisement and conduct of selection, please contact us through e-mail career@udupicsl.com.

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

Sd/-
MANAGER (HR&IR)