



# COCHIN SHIPYARD LIMITED

A GOVERNMENT OF INDIA ENTERPRISE  
A MINIRATNA COMPANY UNDER  
THE MINISTRY OF PORTS, SHIPPING AND WATERWAYS

## Vacancy Notification Ref No. CSL/P&A/RECTT/CONTRACT/SELECTION OF CONTRACT WORKMEN/2023/2 (A) dated 17 Jan 2023

### WALK-IN SELECTION

#### NURSING ASSISTANT -CUM-FIRST AIDER ON CONTRACT BASIS

Cochin Shipyard Limited (CSL), a listed premier Miniratna Company of Government of India, invites applications from **Ex-Servicemen** through **Walk-in-selection**, for filling up of the post of **Nursing Assistant - Cum- First Aider on contract basis for its International Ship Repair Facility (ISRF) at Willingdon Island, Kochi: -**

#### I. Name of Post, Educational Qualification & Experience :

TABLE 1

Sl.No	Name of Post	Educational Qualification	Experience
1	Nursing Assistant – cum- First aider on contract basis <b>(Only Ex-servicemen need to apply)</b>	<b>Essential:</b> a) VII standard pass. b) Valid First Aid Certificate from St.John's Ambulance Association / Recognized Institutions.  <b>Desirable:</b> Adequate knowledge of Malayalam.	Ex-Indian Navy / Army/ Air Force Personnel with minimum three years experience as Nursing Assistant / First Aider in a 25 bed hospital / Factory / Armed Forces.

#### II. Important Date, Time & Venue:

Date of receipt of applications through Walk-in : 23 January 2023  
Time : 0830 Hrs to 1500 Hrs  
Venue of receipt of applications : Recreation Club, Cochin Shipyard Limited,  
Thevara Gate, Kochi – 682 015.

#### III. No. of Vacancies & Reservation:

TABLE 2

Name of the post	UR	Total
Nursing Assistant-cum-First aider on contract basis	2	2

- CSL reserves the right to increase / decrease the number of vacancies or not to fill up any of the vacancies or cancel the recruitment process, as per its requirement.
- The post is identified for applicants with bench mark disabilities as below:-

**TABLE 3**

Name of Post	Category	Bench Mark Disability
Nursing Assistant-cum- First aider on contract basis	Category (a)	Low Vision
	Category (b)	Deaf and Hard of Hearing
	Category (c)	One Leg, Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims
	Category (d)	Specific Learning Disability, Mental illness
	Category (e)	Multiple Disabilities involving (a) to (d) above.

**IV. Period of Contract :**

- a) The above post is temporary in nature and for a period of **three years**, subject to organisational requirements and individual performance.

**V. Remuneration:**

- a) The remuneration details for the post are as under:

**TABLE 4**

Contract Period	Consolidated Pay (per month)
First year	₹20,200/-
Second year	₹20,800/-
Third year	₹21,500/-

**VI. Age:**

- a) **The upper age limit prescribed for the post shall not exceed 56 years as on 23 January 2023. i.e. applicants should be born on or after 24 January 1967.**

**VII. Method of Selection :**

- a) The method of selection for the post shall be through **Objective & Descriptive type written tests** which shall be conducted out of **50 marks** and marks awarded accordingly.
- b) The Objective Type Written Test shall be of 35 Minutes duration comprising of 30 Multiple Choice Questions. Each question carries one mark and there shall be no negative marks. The Descriptive Type Written Test shall be of 45 minutes duration. The details of Objective and Descriptive type test are as under:-



- (i) Objective type written test
    - General - 10 Marks
    - Discipline related - 20 Marks
  - (ii) Descriptive type written test
    - Discipline related - 20 Marks
- c) Applicants meeting the notified requirements for the post shall attend a **Walk in selection on 23 Jan 2023** to submit their application in the prescribed format along with the self-attested copies of certificates.
- d) Based on the notified eligibility requirements ascertained through the certificates submitted by the applicants, only shortlisted candidates shall be permitted to **attend selection tests on later dates, which shall be communicated separately to the short-listed candidates through e-mail / CSL website.**
- e) The minimum pass mark for Objective and Descriptive type written tests shall be as below:-
  - i) For unreserved posts- 50 % of Total Marks of each test,
  - ii) For PwBD Candidates - 40 % of Total Marks of each test.
- f) The rank list for the post shall be prepared based on marks secured by the candidates meeting the notified eligibility requirements and who pass in both Objective and Descriptive type written tests. In case, same aggregate marks are secured by more than one candidate, marks scored in the descriptive type test shall be the basis of determining the order of rank list. In case of tie thereafter, relative merit shall be decided based on seniority in age.

**VIII. Mode of receipt of application:**

- a) Applicants meeting the notified requirements shall attend a Walk in selection with their **ORIGINAL CERTIFICATES, from 0830 Hrs to 1500 hrs on 23 January 2023** and submit their applications in the prescribed format along with the self-attested copies of certificates at **Recreation Club, Cochin Shipyard Limited, Thevara Gate, Kochi - 682015.** Application format **Annexure - I** is given along with this advertisement on our CSL website [www.cochinshipyard.in](http://www.cochinshipyard.in) (Career page → CSL, Kochi).
- b) The applications shall be verified with their original certificates and **candidates who successfully complete the certificate verification, shall only be allowed to attend the selection tests on later dates as informed separately to the shortlisted candidates.**
- c) **Application submitted in any other mode shall not be accepted.** Application once submitted shall be final.
- d) **The applicants attending the walk-in-selection should submit the following:-**
  - i) **Application form in Annexure I with recent passport size photograph pasted on the application.**
  - ii) **A photo-identity proof (in original)**
  - iii) **Original & self attested copy of Aadhaar.**



iv) **Original Certificates and testimonials, in proof of age/date of birth, educational qualifications, experience, caste and disability etc and self attested copies of the certificates.**

e) Application Form must be complete in all respects as per the Advertisement Notification. Please note that incomplete and unsigned applications shall not be considered. **Filling of garbage/junk details in any of the fields can lead to rejection of your application.**

f) Application that are incomplete, not in the prescribed format, not legible, without the required enclosures will be summarily rejected without assigning any reason and no correspondence in this regard will be entertained.

g) **Original certificates** towards proof of age, qualification, experience, caste, disability etc and **self-attested copies** of all these certificates should be produced for verification and at the time of joining or at any other stage and **their candidature shall be considered on the strength of the original certificates. In case of failure to produce the original certificates, the candidature shall be rejected.**

**IX. Conditions :**

**a) Reservation**

i) Government of India Directives on reservation shall 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 issued by Competent Authority as per the Rights of Persons with Disabilities Rules, 2017.

**b) Qualification**

i) The minimum qualification stipulated for the posts must be from an Institute/ Examination Board 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 shall not be considered.

iii) Original Certificates and Self-attested copies of certificates of the educational qualification as mentioned in Clause I of this notification should be produced at the time of walk-in-selection failing which they shall not be permitted to attend the selection process.

**c) Experience**

i) **Experience acquired after the date of passing of the qualification stipulated as per above requirements shall only be considered. Period of post qualification experience shall be reckoned as on 23 January 2023.**



- ii) Applicants who are presently working in any company (Private / Public Sector /Govt), in the absence of experience certificate, should submit copy of **Appointment Order or 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.**
  - iii) Applicants who are Ex-servicemen should submit **Discharge Certificate / Book/ Pension Payment Order from the Armed Forces** and all certificates indicating relevant qualification and work experience in the specified area in the Armed Forces. Such experience acquired during service period, shall also be considered for calculation of post qualification experience.
  - iv) 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 submitted along with their application for the posts notified.
  - v) **During the certificate verification process, the applicants should produce all certificates in original to establish the experience claimed in their application, failing which they shall not be permitted to attend the selection process.**
  - vi) ***Applicants who are in the final year of contract on rolls of CSL in the post notified as on date of this vacancy notification are also eligible to apply, subject to meeting all other notified requirements. Those who are in the first year and second year of contract are not eligible to apply for the same post.***
- d) **Application fee: Nil**
- e) **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 14 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) In the context of Covid-19 pandemic situation, the candidates are informed to strictly abide by all safety and security instructions during the walk-in, selection tests and while inside the CSL premises and follow the instructions as listed under:-
- (a) All candidates travelling inter-state/inter-district should strictly follow the extant guidelines of Government / ICMR prior to attending selection process at CSL.
  - (b) It is advised to avoid crowded public transport to the extent possible. Maintain social distance while using such transport and wear personal protectives like mask, goggles, gloves etc. and avoid touching the surfaces using naked hands.
  - (c) All candidates attending the walk-in selection shall wear appropriate face masks properly covering nose, mouth, chin etc. The candidates shall remove the mask at gates for identification. **THOSE CANDIDATES WITHOUT FACE MASKS SHALL NOT BE PERMITTED ENTRY INTO CSL.**
  - (d) All candidates seeking entry into the venue have to stand in the spaces marked at the Gates, entrances etc. so that social distancing as per norms can be ensured at these locations.
  - (e) All candidates shall avoid touching any pillars, bars, hand rails etc. with the naked hands.
  - (f) All candidates should remove their jackets/overcoats etc at the gates for security check.
  - (g) Compulsory screening shall be done for all candidates entering through gates with thermal scanner.
  - (h) Wearing of masks, Social distancing and queue system shall be strictly adhered.
  - (i) Any candidate with positive test results or found to have fever and cough with breathing problems are liable to be stopped / denied entry / permission to attend the selection process.
  - (j) All candidates shall carry personal sanitizer (50ml), bring their own water bottles, preferably transparent water bottles / other refreshments and avoid sharing of personal items
  - (k) All candidates shall bring their own stationery items and avoid sharing of such items.
  - (l) Movement to any other areas / buildings / work sites of CSL other than the venue of walk-in selection process shall be strictly prohibited.



- iv) CSL 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.in](mailto:career@cochinshipyard.in). However, CSL 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.
- v) Original Certificates of the short-listed candidates shall be verified at the time of joining or at any other stage as decided by CSL. 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 shortlisted 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.
- vi) **No TA/DA shall be paid to the candidates for attending the selection process.**
- vii) The vacancies are purely on contract basis for a specific period and CSL is not liable to offer appointment during or after the completion of contract period of the selected candidates.
- viii) **No correspondence regarding the rejection of application in case of ineligibility shall be entertained.**
- ix) **Call letters shall not be sent to short-listed candidates by post.** They shall be informed to download call letter by e-mail /through CSL website [www.cochinshipyard.in](http://www.cochinshipyard.in). **Schedule of the selection process shall be intimated to the short-listed applicants through Email/CSL website (Career page→ CSL, Kochi).** Candidates are requested to frequently check the above website (**Career Page→ CSL, Kochi**) for updates related to the selection.
- x) Mere submission of application and Issue of call letter for the selection process 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 CSL.
- xi) The candidates short-listed for appointment should undergo a medical examination in the hospitals as prescribed by CSL. The reports of such medical examination may be examined by Medical Officer of CSL and the appointment of the candidate is subject to certification of Medical fitness.
- xii) CSL shall not bear any liability on account of salary/leave salary/gratuity/pension contribution etc, if any of previous employment of any candidate already working in Government/Public Sector Undertakings.
- xiii) Rank list shall be maintained for the post 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 upto 18 months from the date of reporting of the last candidate, from the list of candidates advised to join on publication of the result,



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unless a fresh notification for the same post is issued. Vacancy which arose as stated above shall not be treated as a fresh vacancy.

- xiv) 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 CSL.
- xv) Notwithstanding the above or any other conditions, CSL 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. CSL reserves the right to restrict/ alter/cancel/modify the recruitment process, if need so arises.
- xvi) Submission of application shall be considered as unconditional acceptance of all terms and conditions of this vacancy notification by the applicant.
- xvii) All documents related to this selection shall be preserved for a period of two years from the date of publication of results.
- xviii) 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.
- xix) Any amendment, modification or addition to this advertisement shall be given in the CSL website only.
- xx) For any further clarification related to the advertisement and conduct of selection, please contact us via e-mail [career@cochinshipyard.in](mailto:career@cochinshipyard.in).

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

Sd/-  
GENERAL MANAGER (HR & TRAINING)