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COCHIN SHIPYARD LIMITED
A GOVERMENT OF INDIA ENTERPRISE
A MINIRATNA SCHEDULE A COMPANY UNDER
THE MINISTRY OF PORTS, SHIPPING AND WATERWAYS

Vacancy Notification Ref No. CSL/P&A/RECTT/TRAINEES/GENERAL/2023/1
Dated 02 August 2025

Cochin Shipyard Limited (CSL), a listed premier Miniratna Schedule 'A' Company of Government of India, invites **Online Applications** from Indian citizens fulfilling the eligibility requirements, for filling up of the following disciplines of **Ship Draftsman Trainees for CSL**: -

I. Name of Discipline & Educational Qualification:

TABLE 1

Sl. No.	Discipline	Educational Qualification
1	Ship Draftsman Trainee (Mechanical)	a) Pass in SSLC. b) Three year Diploma in Mechanical Engineering from a State Board of Technical Education securing minimum of 60% of marks, with flair for Draftsmanship and proficiency in CAD.
2	Ship Draftsman Trainee (Electrical)	a) Pass in SSLC. b) Three year Diploma in Electrical Engineering from a State Board of Technical Education securing minimum of 60% of marks, with flair for Draftsmanship and proficiency in CAD.
3	Ship Draftsman Trainee (Electronics)	a) Pass in SSLC. b) Three year Diploma in Electronics Engineering or Electronics & Communication Engineering or Electronics & Instrumentation Engineering from a State Board of Technical Education securing minimum of 60% of marks, with flair for Draftsmanship and proficiency in CAD.

II. Important Dates:

Commencement of Online Application: 02 August 2025
Last Date of Online Application: 22 August 2025

III. Discipline, No. of seats and Reservation:

TABLE 2

Sl. No.	Discipline	UR	OBC	SC	ST	EWS	Total
1	Ship Draftsman Trainee (Mechanical)	14	2	2	-	2	**20**
2	Ship Draftsman Trainee (Electrical)	8	3	-	1	1	**13**
3	Ship Draftsman Trainee (Electronics)	2	-	-	-	-	**2**
	Total	**24**	**5**	**2**	**1**	**3**	**35**

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a) CSL reserves the right to increase / decrease the number of seats or not to fill up any of the vacancies or cancel the recruitment process, as per its requirement.

b) Due to the frequent visits to yards and vessels inherent in the nature of the employment, the post is not identified for Persons with Benchmark Disabilities (PwBD).

IV. Period of training:

a) The period of training shall be for **two years**. There will be a performance evaluation at the end of the first year of training, and the second year of training will be provided only to successful candidates.

b) Depending upon organisational requirements, availability of vacancies and individual performance, successful candidates may be considered for contractual posts for a period of 3 years, at the discretion of CSL.

V. Stipend:

TABLE 3

Training Period	Stipend (per month)	Compensation for Extra Hours of Work (per month)
First Year	₹ 14000/-	₹ 4450/-
Second Year	₹ 20000/-	₹ 5000/-

VI. Age:

a) **The upper age limit prescribed for the seats shall not exceed 25 years as on 22 August 2025, i.e. applicants should be born on or after 23 August 2000.**

b) The upper age limit is relaxable by 3 years for OBC (Non Creamy Layer) candidates & 5 years for SC/ST candidates in seats reserved for them.

VII. Method of Selection:

a) The method of selection shall be through **Practical Test (100 Marks).**

b) **For Practical test,** candidates are required to prepare a drawing using CAD software which shall be held at CSL, Kochi.

c) The minimum pass mark for Practical test shall be as below:-
For unreserved seats & for EWS candidates - 50 % of Total Marks of Practical test,
For OBC candidates - 45% of Total Marks of Practical test only for vacancies reserved for OBC,
For SC/ST candidates - 40 % of Total Marks of Practical test only for vacancies reserved for SC/ST.

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d) CSL may relax the minimum pass mark, if the number of qualified candidates is insufficient.

e) Candidates who successfully complete the certificate verification shall only be permitted to attend the Practical Test, which shall be scheduled on a later date.

f) Depending upon the number of online applications received, CSL reserves the right to scrutinise applications for various disciplines and prepare shortlist of candidates based on meeting eligibility requirements ascertained through the certificates uploaded by the applicants in the online application portal and only such shortlisted candidates may be permitted to attend the selection process.

g) The selection shall be subject to verification of eligibility requirements (age, educational qualification, reservation etc.) for which the candidate should produce the original certificates in proof of age, educational qualification and certificates for reservation categories along with self-attested copies at the time of Certificate Verification, failing which they shall not be considered for further selection.

h) Rank list for each discipline shall be prepared based on the marks secured by the candidates meeting the notified eligibility requirements and who pass in practical test. In case, same marks are secured by more than one candidate, relative merit shall be decided based on seniority in age.

VIII. Conditions:

a) Reservation

(i) Government of India Directives on reservation shall apply.

(ii) 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.

(iii) Applicants belonging to SC or ST or OBC (Non Creamy Layer), should produce a *valid recent community certificate* issued by the Revenue Authority not below the rank of the

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Thahsildar, failing which their candidature will not be considered against the reserved seats, and for other concessions/relaxations applicable to the categories.

b) Qualification

(i) The minimum qualification stipulated 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) **Applicants without prescribed qualification, but having higher qualifications such as B. Tech., M. Sc. etc. shall not be considered.**

(iv) The applicants are required to fill in the exact percentage of marks scored by them in the qualifying examination in the online application submitted for the seats notified. 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) Application fee

i) **Application fee of ₹ 300/- (Non refundable, plus bank charges extra) should be remitted using the online payment options (Debit Card/Credit Card/Internet Banking)** which can be accessed through our online application facility from **02 August 2025 to 22 August 2025.** No other mode of payment shall be accepted.

ii) **Applicants belonging to Scheduled Caste (SC)/ Scheduled Tribe (ST) 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 should pay the application fee as stipulated above. **It is important to note that their candidature shall be considered only on receipt of application fee.**

d) How to apply

i) **Applicants should go through the User Manual and FAQ published in the link** www.cochinshipyard.in **(Career page→ CSL, Kochi)** 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.

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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 our website www.cochinshipyard.in **(Career page → CSL, Kochi) from 02 August 2025 to 22 August 2025. 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, caste 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. No refund of fees shall be considered after successful submission of application or withdrawal of application.

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.** The Registration Number on the online application should be quoted for any correspondence with CSL.

vii) ***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.***

viii) The website will remain functional for the purpose of submitting applications **from 02 August 2025** and the last date for submission of applications through online is **22 August 2025**. In order to avoid heavy traffic in website on the last date that may result in non-submission of application, candidates 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 by email/phone after 1600 hrs on the last date.***

e) General

(i) **Applicants are advised to make sure that they are meeting the eligibility requirements as per the vacancy notification for the seats before submitting the applications.**

(ii) ***Those who are currently working as Ship Draftsman Trainees on rolls of CSL as on date of this vacancy notification are not eligible to apply.***

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(iii) CSL 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.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.

(iv) 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, caste, 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) **No TA/DA shall be paid to the candidates for attending the selection.**

(vii) **Call letters shall not be sent to short-listed candidates by post.** They shall be informed by e-mail /through CSL website to download call letter from **www.cochinshipyard.in. Schedule of the selection 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.

(viii) 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 CSL.

(ix) CSL is not liable for regular appointment of trainees during or after the completion of two years of training.

(x) 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.

(xi) The selected candidate is required to give an undertaking to comply with CSL policy on usage of smart phones at work place.

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(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 lists shall be maintained for the seats and 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, or until a fresh notification for the same post is issued. The rank list may be operated if a vacancy occurs either due to non-joining of a candidate advised to join from the rank list or due to the subsequent separation of a candidate selected from the rank list. The rank list may also be used to fill up future vacancies that arise during the validity of the rank list, with specific approval from competent authority.

(xiv) The number of seats 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 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 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 e-mail **career@cochinshipyard.in** or Land Line Number 0484 – 250 1221.

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

Sd/-
GENERAL MANAGER (HR & LD)