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UDUPI COCHIN SHIPYARD LIMITED (UCSL)

MALPE, KARNATAKA

A wholly owned subsidiary of Cochin Shipyard Limited,
A Government of India Enterprises.
Ministry of Ports, Shipping and Waterways, Government of India

Vacancy Notification Ref No. UCSL/IMS/HR/VN-F/11-PER/ET/2024/29 dated 06 August 2024

Udupi Cochin Shipyard Limited (UCSL), Malpe in Karnataka State, a wholly owned subsidiary company of Cochin Shipyard Limited (CSL), invites **Online Applications** from young professionals, for filling up the posts of **Executive Trainee** in the following disciplines:

A. Discipline and Educational Qualification

TABLE 1

Sl. No	Discipline	Educational Qualification
1.	Mechanical	Degree in Mechanical Engineering with minimum of 65% marks from a recognized University.
2.	Electrical	Degree in Electrical Engineering with minimum of 65% marks from a recognized University.
3.	Naval Architecture	Degree in Naval Architecture with minimum of 65% marks from a recognized University.

B. Important Dates:

Commencement of Online Application : 06 August 2024
Last Date of Online Application : 05 September 2024

C. No. of Vacancies & Reservation:

TABLE 2

Sl. No.	Name of Posts	UR	OBC	SC	EWS	Total
1	Executive Trainee (Mechanical)	2	1	-	-	3
2	Executive Trainee (Electrical)	1	1	-	1	3
3	Executive Trainee (Naval Architecture)	1	-	1	-	2
Total		**4**	**2**	**1**	**1**	**8**

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

(ii) UCSL is engaged in hazardous operation. Deployment of PwBD are likely to put them at serious risk, hence have not been included.

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D. Compensation and Benefits, Place of posting

(i). The candidate selected as Executive Trainee will have to undergo one year training during which the trainee will be paid a consolidated monthly stipend of 50,000/-

(ii). On successful completion of one year training, the Executive Trainees shall be considered for appointment as Assistant Manager in E-1 Grade in the scale of pay of 40000-3%-140000 and pay fixed at the start of the scale. In addition to Basic Pay, the incumbent shall be eligible for Industrial Dearness Allowance as applicable, HRA @ 9% of Basic pay, Perks upto 35% of Basic Pay, and other benefits viz. Contributory Provident Fund, Accident Insurance coverage, Leave Encashment, Reimbursement of Medical expenses under the Contributory Medical Insurance policy, Performance Payment etc as per the rules of the company. The CTC per annum at the minimum of the E1 scale of pay as on date is detailed under:

Sl No	Wage type	Monthly Emoluments (**In ₹**)
1	Basic pay	40000/-
2	DA (at present 44.8%)	17920/-
3	HRA (at present 9%)	3600/-
4	Perks & Allowances (35%)	14000/-
5	Other benefits	12963/-
Total per month		**88,483/-**
Annual CTC (approx.)		**10 lakhs**

(iii). The posting shall be at UCSL/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.

E. Age

(i) **The upper age limit prescribed for all the posts shall be 27 years as on 05 September 2024, i.e. applicants should be born on or after 06 September 1997.**

(ii) The upper age limit is relaxable by 3 years for OBC (Non-Creamy Layer) candidates and 5 years for SC candidates only for consideration to the posts reserved for the respective categories.

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F. Method of Selection

The selection process comprises of two phases: :

(i) **Phase-I - Objective Type Online Test (60 marks)**

The Online Test shall be of **60 Minutes duration comprising of 60 Multiple Choice Questions** in the areas of General Awareness (5 Marks), English Language (5 marks), Numerical Ability (5 marks), Reasoning Ability (5 marks) and Subject Based (40 marks). Each question carries one mark and there will be no negative marks.

(ii) **Phase-II - Group Discussion (GD), Writing Skills and Personal Interview (40 marks)**

(iii) Marks are assigned to the following parameters for preparing the final rank list for selection:

(a)	Objective Type Online Test	:	60 marks
(b)	Group Discussion (GD)	:	10 marks
(c)	Writing Skills	:	10 marks
(d)	Personal Interview	:	20 marks
	Total	**:**	**100 marks**

(iv) The Phase I Online test shall be held at **test centres in Karnataka** as decided by UCSL and test centres **shall be allotted based on the number of online applications**. Applicants have the option to choose test centres in Karnataka for Phase-I Objective type Online test, while completing the online application. The Phase-II shall be held at UCSL, Malpe, Karnataka.

(v) The mark list for each post shall be prepared on the basis of marks secured by candidates in the Phase-I - Objective type online test. The minimum pass mark each for Objective as well as Descriptive tests shall be as below: -

For unreserved posts & for EWS candidates – 50 % of the Total Marks of each test
For OBC Candidates – 45 % of Total Marks of each test only for vacancies reserved for OBC,
For SC Candidates - 40 % of Total Marks of each test only for vacancies reserved for SC,

(vi) Candidates who score minimum pass marks and above shall be short-listed for certificate verification. For each post, UCSL shall call sufficient number of candidates for verification of certificates so as to get candidates in the minimum ratio of 6 candidates against one post in the order of merit/reservation.

(vii) Only those candidates who successfully complete the certificate verification shall be allowed to attend Phase II (Group Discussion, Writing Skills and Personal Interview).

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(viii) Further to the Certificate verification, Phase II shall be conducted with the eligible candidates even if it is less than 1:6 ratio as decided by UCSL.

(ix) Rank lists of candidates who qualified in all the phases shall be prepared based on the total marks secured by the candidates in Phase I & Phase II. In case, the same aggregate marks are secured by more than one candidate, marks scored in the discipline part of the Objective type test shall be the basis of determining the order of the rank list. In case of a tie thereafter, relative merit shall be decided based on seniority in age.

G. Conditions

a. Reservation:

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

(ii) Applicants belonging to the 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 the applicant's claim as belonging to EWS, failing which their candidature shall not be considered against reservation under the EWS category: -

- District Magistrate/Additional District Magistrate/ Collector/ Deputy Commissioner/Additional Deputy Commissioner/ 1st Class Stipendiary 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 Thahsildar and
- Sub-Divisional Officer or the area where the candidate and/or his family normally resides.

(iii) Applicants belonging to SC or OBC (Non-Creamy Layer), should produce a *valid recent community certificate* issued by the Revenue Authority, not below the rank of the Thahsildar, failing which their candidature will not be considered against the reserved posts, and for other concessions/relaxations applicable to the categories.

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) The equivalent qualifications for the following Engineering disciplines prescribed in clause A are as given under. No claim of possession of any other Engineering qualification as equivalent to the notified disciplines shall be entertained.

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Notified discipline as per clause A	Eligible Disciplines of Engineering considered equivalent by UCSL
Mechanical	1. Industrial and Production Engineering 2. Industrial Engineering 3. Mechanical Production and Tool Engineering 4. Mechatronics 5. Production Engineering 6. Mechanical (Automobile) Engineering
Electrical	1. Electrical & Electronics Engineering
Naval Architecture	1. Naval Architecture & Offshore Engineering 2. Naval Architecture & Ocean Engineering 3. Naval Architecture & Ship Building Engineering 4. Dual degree in Naval Architecture (BTech with MTech)

(iii) Applicants who possess such equivalent qualifications may apply for the respective post and shall attend the online test being conducted in the notified discipline, against which they had submitted their application online.

(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 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.

(v) Students appearing or who have appeared for the final semester of the Qualifying course indicated at clause A above, can also apply by giving their aggregate marks scored in all the previous semesters. Such candidates, if shortlisted, after the online test should submit documentary proof of having completed the qualifying degree with the required percentage of marks specified in this Advertisement at the time of certificate verification failing which their candidature will be cancelled. Extension of time for producing proof of having passed the qualifying Degree examination shall not be granted. Date of verification of certificates/Discussion/Writing Skills/Personal Interviews shall be notified on the CSL/UCSL Website in due course.

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c. Service Agreement:

(i) The selected candidates are required to execute a Service Agreement to serve UCSL at least for a period of five years after successful completion of the training and to pay an amount of 5 Lakhs (Rupees Five lakhs) to UCSL for violation of the agreement as liquidated damages. During the period of training and during the period of service agreement application for outside employment shall not forwarded. No Objection Certificate for outside employment also will not be issued.

d. Documents to be uploaded Online:

(i) Applicants are required to ensure that all certificates towards proof of age, qualification, caste, disability etc, a recent passport-size colour photograph, and signature are ready for uploading before the commencement of the online application process. **Copies of certificates/mark sheets in proof of all relevant educational qualifications, certificates in proof of age, caste, disability, experience, etc should be uploaded,** as per guidelines provided in the online application portal**, failing which their candidature will not be considered.**

(ii) Applicants in regular Government service or in government owned industrial or other similar organizations should submit their applications online directly to UCSL. However, such applicants are required to upload a declaration (as per **Annexure – I**) that they have informed in writing to their employer that they have applied for the posts notified by UCSL. Such candidates if selected, should join for duty on the date specified in the offer of appointment after being relieved by the employer.

e. Application fee:

(i) Application fee of **1000/-(Non-refundable, plus bank charges extra) should be remitted using the Online payment options (Debit card/Credit card/Internet Banking/Wallets/UPI etc)** which can be accessed through the Online application portal **from 06 August 2024 to 05 September 2024. No other mode of payment will be accepted.**

(ii) **No application fee for candidates belonging to Scheduled Caste (SC), Scheduled Tribe (ST) .** They are exempted from payment of the 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 in the above clause. **It is important to note that their candidature will be considered only on receipt of the application fee.**

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f. How to Apply:

i) Applicants should go to the website www.cochinshipyard.in (Career page→ UCSL, Malpe)/ **www.udupicsl.com** (Career **page)** and proceed to the link for online application. The application consists of two phases – **Registration** and **Submission of application**. Applicants should not submit more than one application. Application once submitted shall be final.

ii) Applicants meeting the notified requirements may go through the instructions on the online application page, complete the Registration and submit their application online through the online application facility from **06 August 2024** and the facility can be accessed through our website www.cochinshipyard.in (Career page→ UCSL, Malpe)/ **www.udupicsl.com (Career page)**. Application submitted direct or by any other mode shall not be accepted.

iii) Applicants should ensure that all the entries in the online application have been correctly filled in and application submitted successfully. Changes in the data provided in the application after the final submission of the same through online will not be considered. Filling of garbage/junk details in any of the fields can lead to the rejection of the application.

iv) Application must be complete in all respects as per this Advertisement Notification. **Please note that incomplete applications shall not be considered.**

v) **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 application number will be obtained only upon successful submission of the online application.** The Registration Number on the online application should be quoted for any correspondence with UCSL.

vi) ***Applicants need not send the online application printout/ certificates/ application fee in the form of DD/Challan/Cheque by post to Udupi Cochin Shipyard Ltd.***

vii) The website will remain functional for the purpose of submitting applications **from 06 August 2024** and the last date for submission of applications through online is **05 September 2024**. In order to avoid heavy traffic in the website on the last date that may result in non-submission of applications, candidates are advised to log in to the CSL/UCSL 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 online application portal by email/phone after 1600 hrs on the last date.***

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g. General:

(i) **Candidates 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) UCSL 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@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.

(iii) Original Certificates of the short-listed candidates shall be verified at the time of joining or at any other stage as decided by UCSL. The candidature of the applicants short-listed for the selection process shall be 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 canceled/rejected without further notice.

(iv) Biometric/ photograph of candidates shall be captured at the time of online examination for further verification at the time of certificate verification/interview etc. as decided by UCSL.

(v) No travelling allowance shall be paid to any candidates for appearing for the Objective type test. However, SC candidates appearing for the certificate verification shall be reimbursed single to & from third AC rail fare as admissible for the post as per company rules by the shortest route from the mailing address mentioned in their online application form to Udupi Cochin Shipyard Ltd, Malpe on production of proof. Candidates claiming travel reimbursement are required to submit a copy of the front page **of the Savings bank passbook with the account number and IFSC code**, at the time of certificate verification and the eligible amount of reimbursement shall be credited to their bank account through NEFT. Reimbursement of travel fare shall only be made to those candidates who submit the above details. However, at the time of certificate verification, if it is found that the candidate does not fulfil any of the notified eligibility conditions, he/she shall neither be allowed to attend Phase II nor be paid any traveling allowance.

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(vi) No correspondence regarding the rejection of the application in case of ineligibility will be entertained.

(vii) **Call letters shall not be sent to short-listed candidates by post**. They shall be informed by e-mail/through CSL/UCSL websites to download call letter from www.cochinshipyard.in / www.udupicsl.com. **Schedule of the selection shall be intimated to the short-listed 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 website (**Career page → UCSL, Malpe**)/ **www.udupicsl.com (Career page)** 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 acknowledgment 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.

(ix) Appointment of selected candidates shall be subject to verification of character and antecedents and verification of caste certificates if applicable.

(x) The candidates short-listed for appointment should undergo a medical examination in the hospitals as prescribed by UCSL. The appointment of the candidate may be subject to certification of medical fitness.

(xi) UCSL 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.

(xii) The number of posts indicated in this notification is based on existing requirements and shall vary depending on future requirements, and the vacancies that may arise will 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 will 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 the need so arises without notice or assigning any reason thereof.

(xiv) Submission of an application shall be considered as an unconditional acceptance of all terms and conditions of this vacancy notification by the applicant.

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(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 the 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 change, amendment, modification or addition to this advertisement shall be published on the CSL/UCSL website only.

(xviii) For any technical queries related to the online application form, please contact us via e-mail **ucslhelpdesk@gmail.com**

(xix) For any further clarification related to the advertisement and conduct of selection, please contact us via e-mail **career@udupicsl.com** Or Land line number **0820-2538604**.

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

Sd/-
MANAGER (HR & IR)