COCHIN SHIPYARD LIMITED
KOCHI–15

APPLICATION FOR THE POST OF DEPUTY MANAGER (HR&IR) FOR CKSRU

To
General Manager (HR)
Cochin Shipyard Limited
Kochi – 682 015

Affix recent passport size photograph

Sir Ref: Your advt No CSL/P&A/RECTT/CKSRU PERMA/EXECUTIVES/2022/1 dated 19 February 2022 on CSL website.

I, hereby apply for the post of Deputy Manager (HR & IR) for CKSRU furnishing the following details:

1.	Full Name (as in Aadhaar)	
2.	Mobile Number	
3.	Alternate Mobile Number	
4.	Residence Number	
5.	Office Number	
6.	Aadhaar Number	
7.	E-mail ID	
8.	Name of Father/ Guardian	
9.	Date of Birth	
10.	Age as on 16.03.2022	
11.	Gender	
12.	Marital status	
13.	Reservation Category SC/ST/OBC(NCL)/EWS *	
14.	State	
15.	City	
16.	Nationality	
17.	Ex servicemen or Not	
18.	If Yes , Period of Service	

19.	Permanent Address (Postal)	
20.	Correspondence Address	
21.	Disability (if any), Category and percentage of Benchmark Disability (VH/HH/OH/Others)*	

22.	Languages known	To read	To write	To speak

 # Applicants should ensure that they enter valid e-mail ID and Contact Numbers (Mobile, Alternate Mobile Number, Residence Number, Office Number) as all correspondence from CSL will be through that e-mail ID/Contact Number only.

*Copy of certificate to be attached. PwBD Candidates belonging to OBC category but not covered under "Non-Creamy Layer" should indicate their category as PwBD (UR).

23. **Educational Qualifications:** (See item A in the advertisement)

Qualifications	Major Subjects	Name of College/ Institution with place of study	Name of University/Board	Start Date	End Date	Year of passing	*Percentage / Grade

*Please attach scanned copies of all the mark sheets as well as consolidated mark statement.

24. **Experience:**

a) **Provide experience details starting from the present position and indicating previous employment in descending chronological orders. Use separate sheet if required**. Application will be rejected in case of incomplete information and without supportive documents.

Sl No	Post held#	Name of organization with place of work	Compa ny Incorpo ration Date	Function al Area	Industry	Period			Scale of Pay/ Annua l CTC	Nature of duties and Reason for Job Change
						From (dd/mm/ yy)	To (dd/m m/yy)	Total (Years , Months & Days)		

Total Experience: ....

#copy of all experience certificates to be attached.

b) Give a Brief Description of Major Assignments handled.

25.	Do you have Working knowledge / Experience in labour laws?	Yes/ No	If yes, details
26.	Do you have knowledge of West Bengal State Rules.	Yes/ No	If yes, details
27.	Do you have proficiency in Hindi/Bengali?	Yes/ No	If yes, details of proficiency in either language
28.	Computer Literacy (Courses completed)		
29.	Special Qualification/ Training##		
30.	Are you currently working in regular Government service or in Government owned industrial or other similar organizations? ###		
31.	Do you have any relatives working in CSL or any of its units/ Subsidiaries?	Yes/ No	If yes, details of relatives

32.	Do you have any relatives retired from CSL or any of its units/ Subsidiaries?	Yes/ No	<u>If yes, details of relatives</u>

##copy of certificates to be attached
Declaration (Annexure II) to be attached

<u>Declaration</u>

I have carefully read the instructions given in the website and agree to abide by the instruction of the management regarding my selection to the post I have applied for. I declare that the particulars furnished above are true and correct to the best of my knowledge and belief.

Place:

Date: Signature of the candidate