



कोलकाता पोर्ट ट्रस्ट
KOLKATA PORT TRUST
हल्दिया गोदी परिसर
HALDIA DOCK COMPLEX
कार्मिक एवं औद्योगिक संपर्क प्रभाग
Personnel & Industrial Relations Division



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Dist. Purba Medinipur

No. P&IR/13/1/Rly./2015/1732

Date: August 07, 2015

The Chairman
All Major Port Trust
(_____ Port Trust)

Sub: Filling up the post of Sr. Dy. Manager, T.O(Rly) Division
under Haldia Dock Complex, Kolkata Port Trust.

Sir,

One vacancy of Sr. Dy. Manager, T.O(Rly) Division under Haldia Dock Complex, Kolkata Port Trust in the scale of pay of Rs. 32,900-58,000/-, is to be filled up by absorption through composite method, from the officers of Major Port Trusts, fulfilling the eligibility criteria prescribed in the Recruitment Rules for the concerned post, as per the enclosed schedule of the KoPT Employees' (Recruitment, Seniority and Promotion) Regulations, 2013 (Annexure-I).

You are requested to circulate the aforesaid vacancy amongst the eligible officers of your Port. The applications (in the prescribed proforma, Annexure-II) of suitable and willing officers of your Port who satisfy the eligibility criteria, as per the enclosed Schedule, may be forwarded, along with the following documents, duly superscribing the envelope as "Application for the post of Sr. Dy. Manager, T.O(Rly) Division", so as to reach the undersigned on or before September 10, 2015.

- i) Photocopy of the ACRs /APARs of the applicant for the last 5 years, duly attested on each page by an officer, not below the rank of Dy. HOD.
- ii) Attested photocopy of all the certificates in support of educational qualification, present and past work experience in the respective post with pay scale.
- iii) No objection certificate of the port.
- iv) Undertaking of the applicant not to withdraw, if selected.
- v) Vigilance / Administrative clearance of the concerned Port as per enclosed proforma (Annexure-III).
- vi) Two passport size photographs.

If any major or minor penalty has been imposed on the applicant during the last 10 years, the details of the disciplinary case leading to such penalty, alongwith necessary documents, may be sent alongwith the application.

Encl. : As stated.

Yours faithfully,

(P. K. Das)
Sr. Dy. Manager (P&IR)
for Manager (P&IR)

RECRUITMENT RULES FOR CLASS-I POSTS OF TRAFFIC OPERATIONS (RLYS) DIVISION UNDER GENERAL MANAGER (TRAFFIC)

Sl. No.	Name of the post	No. of posts	Classification	Scale of Pay (Rs.)	Whether selection or non-selection	Upper age limit for Direct Recruitment (in years)	Educational and Other Qualifications prescribed for Direct Recruitment	Whether a) Age b) Educational Qualifications c) Experience for direct recruits will apply in the case of promotion / absorption / deputation	Period of probation (in years)	Method of Recruitment (whether by Direct Recruitment or by Promotion / Absorption / Deputation)	In case of Promotion / Absorption / Deputation, grades from which it should be made	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13
1	Sr. Dy. Manager	1	1	32900 - 58000	Selection	37	Essential : i) A Degree from a recognised University. ii) Nine years experience in an Executive cadre in Railway Transportation in an Industrial / Commercial / Govt. Undertaking.	a) No b) Yes c) No	Not applicable	By Absorption through composite method, failing which, by Deputation and failing both, by Direct Recruitment.	For absorption through composite method, officers holding analogous posts or holding posts in the scale of pay of Rs. 24900-50500/- with 3 years regular service in the grade, or officers holding posts in the scale of pay of Rs. 24900-50500/- with 2 years regular service in the grade and a combined regular service of 7 years in the scales of pay of Rs. 24900-50500/- and Rs. 20600-46500/- in the Railway transportation discipline in a Major Port Trust, will be eligible. For Deputation, Officers holding analogous posts or holding posts in the scale of pay of Rs. 24900-50500/- and above with 3 yrs. regular service in the grade, in the Railway transportation discipline in Govt. / PSUs / Autonomous Bodies, will be eligible. The selection is by merit for which the benchmark in overall grading in the APARs will not be below 'Very Good'.	Existing designation of Dy. Manager (Rly.) in the scale of pay of Rs. 29100-54500/- will be redesignated as Sr. Dy. Manager (Rly.) and upgraded to the pay scale of Rs. 32900-58000

Application for the post of Sr. Dy. Manager, T.O(Rly) Division
under Haldia Dock Complex, Kolkata Port Trust.

1.	Name of the applicant	:	
2.	a) Date of birth b) Date of appointment c) Date of retirement	: : :	
3.	Present post held along with the details of earlier post/s (with pay scale) held in chronological order.	:	
4.	Whether belonging to SC/ST/OBC	:	
5.	Present pay and pay scale of the post, indicating detailed break-up of emoluments.	:	
6.	Service to which the officer belongs to	:	
7.	Educational qualifications	:	
8.	Other qualifications	:	
9.	Experience	:	
10.	Any other point required to be mentioned	:	

(Signature of the applicant)

Address with Tel. No. / Mobile No. & E-mail Id, if any

Place:

Date:

Certificate to be given by Head of Office of

Shri / Smt.

Designation.....

1. It is certified that the particulars furnished by the Officer are correct.
2. It is certified that no disciplinary / vigilance case is pending or contemplated against the applicant and that he / she is clear from the Vigilance and Administrative angle.
3. His / her integrity is certified.
4. It is certified that no Major / Minor penalties has been imposed on the Officer during the last 10 years.
5. Copies of APARs for the last 5 years are enclosed.

Date:_____

Signature of the forwarding authority
along with office seal