

## ELIGIBILITY CRITERIA FOR THE POST OF SR. MANAGEMENT ASSOCIATE (Training & Skill Enhancement)

### IPA-Profile

Indian Ports Association (IPA) was constituted in 1966 under Societies Registration Act, primarily with the idea of fostering growth and development of all Major Ports, which are under the supervisory control of Ministry of Shipping .Over the years, IPA has consolidated its activities and grown strength and considered to be a think tank for the Major Ports with the ultimate goal of integrating the Maritime Sector. Following is the eligibility criteria for the post of Sr. Management Associate.

SI No.	Detail of Post	Description
1	Name of Post	Sr. Management Associate (Training & Skill Enhancement)
2.	No. of Post	One
3	Mode of Selection	Contract/Deputation Basis
4.	Salary	Rs 75,000/- per month (consolidated)
5.	Age Limit	Upto 45 years
6	Qualification	<p><b>Essential:-</b></p> <ul style="list-style-type: none"> <li>• MBA(HRD)/Post-Graduation in Personnel Management</li> <li>• 10 years of experience in Training &amp; Skill Enhancement in Ports/PSUs/Govt. Organisations.</li> </ul> <p><b>Desirable:</b></p> <p>Experience in Personnel Management/Industrial Relations/Labour Welfare.</p>
7	Contract Period	Initially for one year, which may be extended by 1 more year based on performance.
8	Deputation Applicant	<p>Applicant may please ensure the following documents are sent along with the application form:</p> <ul style="list-style-type: none"> <li>• APAR/ACRs of last 5 years (2011-12 to 2015-16)</li> <li>• A certificate on adverse entries in the APAR/ACRs, if any.</li> <li>• If the APAR/ACRs of a particular years between 2011-12 to 2015-16 is pending/not available. “No Report Certificate” may be furnished.</li> <li>• The details regarding officers holding higher posts on ad-hoc/temporary basis should be clearly specified.</li> <li>• The Vigilance status of the candidature signed by CVOs of the concerned Port (with details of last ten years)</li> </ul>
9	Scope of Work	<ul style="list-style-type: none"> <li>• Sr. Management Associate will render all</li> </ul>

		<p>academic inputs to the committee constituted for Implementation of the recommendation. Constituted for consideration/ incorporation/ implementation of the comments of Major Port Trusts on the report of committee on Training, performance Appraisal and Skill Enhancement of Port Officers in Major Ports.</p> <ul style="list-style-type: none"> <li>• Sr. Management Associate will be associated with operationalisation of the training programmes recommended by IPA to the Ministry.</li> <li>• Sr. Management Associate will also coordinate the implementation of Committee Report on “Training, Performance Appraisal and Skill Enhancement of Port Officers”.</li> </ul>
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The last date of submission of application is 22<sup>nd</sup> June 2017. Incomplete applications are liable to be rejected. Please apply in plain paper with C.V. and attested copies of the testimonials to the

**Managing Director,  
Indian Ports Association,  
1 st floor, South Tower, NBCC Place,  
Bhisham Pitamah Marg, Lodi Road, New Delhi – 110 003**