

**Appendix - B**

**KOLKATA PORT TRUST**  
**Kolkata Dock System**

Kolkata Port Trust intends to fill up the following posts by **deputation** under Vigilance Department :-

<b>Sl. No.</b>	<b>Name of the post &amp; Category</b>	<b>No. of vacancy</b>	<b>Scale of Pay</b>	<b>Grades from which deputation will be made and minimum qualification of the candidate</b>
1	Vigilance Watcher  Class-IV	02	Rs.21,800-50,200/- (Revised)  (Pre-revised Rs.14,100-31,600/-)	Employees who are working in the scale of pay of Rs.21,800-50,200/- (Revised) or one grade below in Port Security Organisation /CISF /Police of the State Govt. or other Govt. organization* who are working in the scale of pay of Rs.21,800-50,200/- (Revised) or one grade below.  Madhyamik or equivalent from a recognized Board.
2	Inspector (Vigilance)  Class-III	02	Rs.29,600-81,100/- (Revised)  (Pre-revised Rs.19,100-51,100/-)	Employees holding analogous grade/pay scale of Rs.29,600-81,100/-(Revised) or one grade/scale below with at least 4 years experience in the grade from Major Port/Central/State Govt. or CPSU or SPSU or Autonomous bodies.  Graduation Degree in any discipline from a recognized university.

\*(People who are working in other Para-military organisations like CISF, BSF, ITBP as well as RPF)

**Method of Recruitment**

The posts will be filled up through selection by deputation. Experience in Vigilance work will be preferred. The deputation will be normally for a period of 3 years and not to exceed 7 years.

**Pay & Allowance**

In addition to pay in the above scale, the incumbent will be entitled to HRA, CCA, and other admissible allowances. The incumbent will also be entitled to LTC, Leave Encashment, Gratuity, Non-contributory P.F. and Medical coverage for him/her and dependent family members. In case of deputation allowance, the same will be admissible as per rules

### **Mode of application**

The application in the pro-forma enclosed (**as at Annexure-I**) containing detailed bio-data – name, date of birth, permanent address, address for communication, contact (phone) number, e-mail address, nationality, details of educational and professional qualifications, details of experience and post held (indicating name of the employer) salary drawn and the present pay scale, whether SC/ST/OBC, extracurricular activities or any other relevant information along with the following documents:-

- i) Copies of APARs/ACRs for the last 5 years attested by an officer not below the rank of Dy. HoD on each page.
- ii) Attested copies of all the certificates towards proof of educational qualification, present and past work experience in the respective post and pay scale.
- iii) No objection certificate from the respective employer.
- iv) Undertaking of the applicant to the effect that the candidature will not be withdrawn, if selected.
- v) Vigilance and administrative clearance by the concerned employer (**Annexure-II**)
- vi) Passport size photographs (two numbers).

The duly filled in application should reach through proper channel in sealed envelope subscribing “**Application for the post of Vigilance Watcher/ Inspector (Vigilance)**” to the Sr.PO, Kolkata Port Trust, 15, Strand Road, Kolkata-700001 by **01.07.2019**.

If any major or minor penalty has been imposed on the applicant during last 10 years, the disciplinary case leading to such penalty along with necessary documents may please be sent by the forwarding authority along with the application.

The authority forwarding the application is requested to verify that the application is in order. Application without the prescribed certificate in the enclosed proforma (as at Annexure-II) and undertaking by the applicant will not be considered. Incomplete application or application received after **01.07.2019** will not be entertained.

Sr. P.O./ LA&IRO  
Kolkata Port Trust

**APPLICATION FORM**

**ANNEXURE – I**

**Photograph  
(3.5 c.m x  
3.5 c.m.)**

**Post applied for:**

1. Full Name (in block letters) :
2. Father's Name :
3. (a) Address for communication :  
(b) Telephone No. / Mobile No. :  
(c) Fax / E-mail address :
4. Date of birth :
5. Date of retirement :
6. Whether belongs to SC/ST/OBC :  SC  ST  OBC  GEN  
(Please ✓ in relevant box)
7. Present post with scale of pay :
8. Date of continuous appointment  
in the present post :
9. Date of first appointment with  
Class /cadre :
10. Educational and other qualifications :

Examination	University	Year of passing	Class and percentage obtained	Special subjects

11. Details of fulfilling qualifying service in the feeder grade :

Scale of Pay	Period		
	on Regular basis	on Officiating basis	Against Temporary post

Note : (1) The above columns shall be clearly filled in.

(2) Pay scale granted as financial up gradation under Modified Assured Career Progression Scheme (MACPS) should not be indicated, as it is not a regular service in the grade.

12. Details of employment/  
experience in chronological order :

Name of the organization	Posts held	Scale of pay	From	To	Nature of duties

13. Languages Known :  
(Read, Write and Speak)

14. Any other information  
Desired to be furnished :  
(Experience in vigilance work if any)

**I do hereby declare that the particulars furnished above by me are correct to the best of my knowledge and belief. In the event of any information being found to be false or incorrect, my candidature/ appointment may be cancelled/ terminated without any notice and in the event of my selection to the above post, I will not withdraw and undertake to accept the appointment / posting.**

(Signature of the applicant)

Place:  
Dated



**ANNEXURE – II**

Certificate to be given by Head of Office of

Shri / Smt.....

Designation.....

1. It is certified that the particulars furnished by the applicant are correct.
2. It is certified that no disciplinary/vigilance case is pending or contemplated against the applicant and 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 have been imposed on the applicant during the last 10 years.
5. Copies of APARs/ACRs for the last 5 years are enclosed.

Dated,

Signature of the forwarding authority along with office seal