

KOLKATA PORT TRUST

Kolkata Dock System

Kolkata Port Trust intends to empanel contractual Security Guards retired from Army/Navy/Air-Force & CISF/other Para-Military forces under the Port Security Organisation. The last date for submission of applications is 21.11.2019. Details are furnished below:-

Security Guards	From Ex- Army, Navy& Air force or CISF/ other Ex-Para forces. Must have not less than 15 yrs. Service and adequate experience in direct action, patrol, watch and ward. Qualification- Class- VIII passed. Age – not below 40 yrs or not above 55years	Monthly honorarium- Rs.17,498/- (consolidated)
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Interested candidates may apply to the **Sr. Personnel Officer, Kolkata Port Trust, 15 Strand Road, Kolkata- 700001** as per following format. **Last date of application is 21.11.2019.**

KoPT reserves the right to reject incomplete applications, or reduce/increase the number of vacancies at any stage as per its requirement or refuse to call any candidate or candidates to interview without assigning any reason.

Application for the post of Security guard

Affix Passport size
Photograph

1. Name :
2. Father's name :
3. Date of birth/ Age :
4. Home Address :
5. Local Address :
6. Last service rendered (Indian Army/
Other Para forces) :
7. Rank in last service :
8. Qualification :
9. Contact Phone No. :

Date :

Signature of Candidate

Terms & Conditions (Security Guard)

- (i) The engagement will be for a period of one year and on expiry of the said period, the contractual engagement will be automatically terminated. However, on expiry of the contract, KoPT reserves the right to enter into a fresh contract for such period and on such terms as may be mutually agreed upon by the parties.
- (ii) Selected candidate will be paid a fixed consolidated remuneration of Rs.17,498/- per month.
- (iii) He/She may avail of the facility of KoPT accommodation (unfurnished) on payment of license fee/ rent, as applicable.
- (iv) The office of the selected candidates will normally be at **PSO Office at P-65 Circullar Garden Reach Road, Kolkata-700043**. However, he/she will be required to work at any place/office within the jurisdiction of KoPT.
- (v) The incumbent will be responsible for safe guarding the property of KoPT, as may be entrusted with you, from time to time.
- (vi) Selected candidates will be required to work in shift/general duty, as per roster. He/she will be required to work full time for 6 days in a week and will normally be entitled to a weekly off-day. For work on weekly off day / declared National holiday in exigency, you will be granted a compensatory day of rest conveniently, in lieu thereof, and for this, no other compensation, monetary, or otherwise, would be granted.
- (vii) Selected candidates will be paid uniform allowance @ 120/- per month for procurement and maintenance of uniform (as per standard to be indicated by PSO). However, KoPT will provide the following items:-

Belt, cap, shoulder badge, whistle and lanyard.

Uniform must be ready within 7 days of the date of joining.

- (viii) Selected candidates will be entitled to 15 days leave in a year(12 months from the date of engagement and proportionate in case of engagement for a lesser period) which may be availed of with prior approval. For any unauthorized absence in excess of admissible leave, pro-rata deduction will be made from the consolidated remuneration.
- (ix) Additionally, sick leave to the extent of 10 days in a year (12 months from the date of engagement and proportionate in case of engagement for a lesser period) on the ground of illness may be allowed without any deduction from the remuneration, on the basis of certification from the KoPT Medical Officer. Intimation of sickness should be conveyed to the Head of the Department/ Reporting Officer forthwith in writing together with certificate of illness from a registered Medical Practitioner in addition to verbal intimation over phone.
- (x) The selected candidates will be entitled to indoor and outdoor medical facilities as are available in KoPT Centenary Hospital for self only. However, no reimbursement for medicine/ medical articles purchased from outside, diagnostic tests done outside or treatment received outside will be allowed.
- (xi) On official tour outside headquarters, you will be entitled to TA/DA as admissible to the regular incumbent to the post of Security Guard.
- (xii) The selected candidates will be responsible for the charge and care of the Kolkata Port Trust's money, goods, and stores and all other properties that may be entrusted on him/her and will be accountable for the same.
- (xiii) The contractual engagement may also be terminated by giving one month's notice from either side. However, the engagement is terminable on 24 hours' notice for unsatisfactory performance and/ or for any act considered to be derogatory/ detrimental to the interest of the Kolkata Port Trust.