

Kolkata Port Trust  
15, Strand Road  
Kolkata- 700001



Administration Department  
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No.Admn/6497/C/TM/E1

Dated 31<sup>st</sup> August, 2015

To  
The Chairman  
All Major Port Trust

Sir,

Sub: Filling up the post of Sr. Dy. Traffic Manager by absorption through composite method at KoPT – applications invited .

Applications are invited for filling up of the post of Sr. Dy. Traffic Manager in the scale of pay of Rs. 32,900-58,000/- at Kolkata Port Trust (Kolkata Dock System) by absorption through composite method, as per enclosed Recruitment Rules (at Annexure-I).

2. You are requested to kindly circulate the vacancy among the eligible officers of your port and forward the applications in the prescribed Proforma (Annexure-II) duly superscripting on the envelope "Application for the post of Sr. Dy. Traffic Manager" to the Secretary, Kolkata Port Trust, 15, Strand Road, Kolkata-700 001 along with the following documents:-

- i) Copies of APARs for the last 5 years attested by officer not below the rank of Dy. HoD on each page.
- ii) Attested copies of all the certificates in proof of educational qualification, present and past work experience in the respective post and pay scale.
- iii) No objection certificate from the respective Ports.
- iv) Undertaking of the applicant to the effect that the candidature will not be withdrawn, if selected.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 Port (Annexure-III)

vi) Passport size photographs ( two numbers ) .

3. The last date to receive the application at KoPT is **30<sup>th</sup> September, 2015.** Incomplete application or application received after the due date will not be considered.

Yours faithfully,

Encl.:- As stated

( S. Pradhan )  
Secretary-I/C

**Annexure-II**

**PROFORMA**

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 belongs 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 points required to be mentioned	:	

(Signature of the Applicant)

Address with Tel. No./Mobile No. 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 Officer 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 Officer during the last 10 years.
5. Copies of APARs for the last 5 years from 2010-2011 to 2014-1015 are enclosed.

Dated,

Signature of the forwarding authority along with office seal.

**Recruitment Rules of Sr.Dy. TM of Traffic Department**

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 year)	Educational and other qualifications prescribed for direct recruitment	Whether (a) age (b) educational qualification (c) experience for direct recruits will apply in the case of promotion/absorption/deputation	Period of Probation (in year)	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
1	2	3	4	5	6	7	8	9	10	11	12

1	Sr. Dy. Traffic Manager	2	Class-I	32,900-58,000/-	Selection	37	(i) Degree in any discipline  (ii) Nine years experience in shipping/ cargo operations/ railway transportation in executive cadre in an Industrial/Commercial/ Govt. Undertaking.	(a) No  (b) Yes  (c) No	N.A.	By absorption through composite method failing which by deputation from other Govt. organizations and failing both by direct recruitment.	For <u>absorption</u> through composite method. Officers holding analogous post or post of Deputy Traffic Manager and equivalent posts in the respective discipline of Traffic Deptt. In the scale of pay of Rs.24,900-
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											<p>50,500/- with 3 years regular service in the grade in a Major Port Trust or Dy. Traffic Manager and equivalent post in the respective discipline of Traffic Department with 2 years regular service in the grade and a combined regular service of 7 years in the scale of pay of Rs. 20,600-46,500/- and Rs. 24,900-50,500/- in the respective discipline of Traffic Department in a Major Port trust will be eligible.</p> <p>For deputation, Officers holding analogous posts or holding post of Dy. Traffic Manager and equivalent posts in the respective</p>
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											<p>discipline of Traffic Deptt. In the scale of pay of Rs.24,900-50,500/-/- in Govt./ PSUs or Autonomous Bodies with 3 years regular service in the grade will be eligible. The selection is by merit for which the bench mark in overall grading in the APARs will not be below "Very good".</p>
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