

कोलकाता पत्तन न्यास
15, Strand Road
Kolkata- 700001



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सा. प्रशासन विभाग/General Admn. Department

No.Admn/6497/C/CE/E1

Dated: 18th February, 2019

To
The Secretaries,
All Major Port Trusts.

Sir,

Sub : Filling up the post of Dy. Chief Engineer in the Scale of Pay of Rs.32,900-58,000/- by absorption through composite method at KDS, KoPT- applications invited.

Applications are invited for filling up of one post of Dy.Chief Engineer 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 the Recruitment Rules. A copy of the Recruitment Rules is enclosed (**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 superscribing on the envelope "Application for the post of **"Dy. Chief Engineer"** to the Sr. Personnel Officer, Kolkata Port Trust, 15, Strand Road, Kolkata-700001 along with the following relevant documents:-

- i) Copies of APARs for the last 5 years duly certified 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 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- iv) Undertaking of the applicant to the effect that the candidature will not be withdrawn, if selected.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) Self attested passport size photographs (two numbers).

3 If any major or minor penalty has been imposed on the applicant during the last 10 years, the disciplinary case leading to such penalty along with necessary documents may be sent by the forwarding authority along with application. Vigilance report is to be furnished in the format prescribed, vide Ministry of Shipping's letter No.A-12022/10/2005-PE.1 dated 27th August, 2010, copy of which is attached as **Annexure-IV**.

4. The selection will be made on the basis of merit for which overall grading in the ACRs/APARs will not be below "Very Good".

5. The last date to receive the application at KoPT is **25.03.2019**. Incomplete application or application received after the due date will not be considered.

Encl.: - As stated.

Yours faithfully,

(S.Karanseth)
Dy.Secretary-II
For Sr.PO

Copy to Chief Engineer, Civil for kind information. He is requested to kindly circulate the vacancies and forward applications of eligible candidates of Civil Engineering Deptt. Copies of the Recruitment Rules, Application Form and Format for Vigilance and Administrative clearance are enclosed.

Encl.: As stated.

Copy to GM (M&S), HDC for information. He is requested kindly to circulate the vacancies and forward applications of eligible candidates of HDC. Copies of the Recruitment Rules, Application Form and Format for Vigilance and Administrative clearance are enclosed.

Encl.: As stated.

Copy to Jt.Director (P&R) for information. She is requested kindly to arrange for necessary posting of this circular on KoPT'S website. Copies of the Recruitment Rules, Application Form and Format for Vigilance and Administrative clearance are enclosed.

Encl.: As stated.

APPLICATION FORM

Photograph (3.5 c.m x 3.5 c.m.)
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Post applied for:

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

Examination	University	Year of passing	Class and percentage obtained	Special subjects

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

	Period		
	on Regular basis	on Officiating basis	Against Temporary post
(Rs. 24900 -50500/-)			
(Rs. 20600 -46500/-)			

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.

11.Details of employment/ :
experience in chronological order

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

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

13.Any other information :
Desired to be furnished

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. 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:

Date:

ANNEXURE – III

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 2013-2014 to 2017-2018 are enclosed.

Dated,

Signature of the forwarding authority along with office seal.

**PARTICULARS OF THE OFFICERS FOR WHOM VIGILANCE
COMMENTS/CLEARANCE BEING SOUGHT**

[To be furnished and signed by the CVO or HOD]

1. Name of the Officer (in full) :
2. Father's Name
3. Date of Birth :
4. Date of Retirement :
5. Date of Entry into Service :
6. Service to which the officer belongs :
Including batch / year cadre-etc.
Wherever applicable.
7. Positions held :
(During the ten preceding years)

Sl. No.	Organization (Name in full)	Designation & Place of posting	Administrative/nodal Ministry/Dept. concerned (in case of officers of PSUs etc.)	From	To
1.					
2.					
3.					
4.					
5.					

8. Whether the officer has been placed on:
The "Agreed List" or "List of Officers of
Doubtful Integrity"
[If yes details to be given]
9. Whether any allegation of misconduct:
Involving vigilance angle was
Examined against the officer during

the last 10 years and if so with what result(*)

10. Whether any punishment was awarded :
to the officer during the last 10 years
and if so the date of imposition and
details of the penalty(*)

11. Is any disciplinary/criminal proceedings :
or charge sheet pending against the
Officer as on date [if so, details to be
Furnished; including reference no. if
Any of the Commission]

12. Is any action contemplated against the :
Officer as on date [if so, details to be
furnished](*)

DATE :

(NAME AND SIGNATURE)

(*) If vigilance clearance had been obtained from the Commission in the past, the information may be provided for the period thereafter.

Recruitment Rules of Dy. Chief Engineer of Civil Engineering Department

Name of the Post	Scale of Pay (Rs.)	Whether Selection or Non-Selection	Educational and other qualifications prescribed for direct recruitment	In case of promotion/adsorption/deputation, grades from which it should be made
Dy. Chief Engineer (Civil)	32,900-58,000/-	Selection	(i) Degree or equivalent in Civil Engg. from a recognized University/ Institution (4 year Degree course). (ii) Nine years experience in executive cadre in Planning/ Construction/ Design/ Maintenance preferably of Port & Marine Structures in an Industrial/ Commercial/ Govt. Undertaking.	<p>For absorption through composite method. Officers holding analogous post or post of Superintending Engineer and equivalent posts in the respective discipline of Civil Engg. Deptt. in the scale of pay of Rs.24,900-50,500/- with 3 years regular service in the grade in a Major Port Trust or Superintending Engineer and equivalent post in the respective discipline of Civil Engg. Deptt. 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. 24,900-46,500/- in Civil Engg. Department of any Major Port Trust will be eligible.</p> <p>For deputation Officers holding analogous posts or officers holding post of Superintending Engineer and equivalent posts in the respective discipline of Civil Engg. Deptt. in the scale of pay of Rs.24,900-50,500/- with 3 years regular service in the grade in Govt./ PSUs or Autonomous Bodies will be eligible. The selection is by merit for which the benchmark in overall grading in APARs will not be below "very good"</p>