



Smt. T. Sankar, EE/HOC  
k na pl.

10.6.19

Kolkata Port Trust  
15, Strand Road  
Kolkata- 700001



Administration Department

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No. Admn/6497/C/DMD/Com. (D&D)/EI

Dated: 7<sup>th</sup> June, 2019

To  
The Chairmen  
All Major Port Trust.  
Sir,

Sub: Filling up of two (2) posts of Commander, Dredger & Despatch Service Vessel by absorption through composite method at KoPT – applications invited.

Applications are invited for filling up of the posts of Commander, Dredger & Despatch Service in the scale of pay of Rs. 36,600-62,000/- at Kolkata Port Trust ( KDS) by absorption through composite method.

2. As per Recruitment Rule, for absorption through composite method, candidate possessing Master's (FG) Certificate or Service Certificate as Master (FG) from Indian Navy or Dredge Master Gr. I certificate with a minimum experience of 2 years as Chief Officer on Dredger and Despatch Vessels who have passed Tug Pilot's Examination may also be promoted as Commander (on training).

Note:

A candidate possessing Master's (FG) certificate or service certificate as Master (FG) from Indian Navy or Dredge Master's Gr.I certificate shall enter the Dredger & Despatch Service of the Kolkata Port Trust directly as Commander ( on training). After undergoing necessary training and passing necessary examinations as prescribed for them in the Scheme for training of Officers in the Dredger & Despatch Service of Kolkata Port Trust, they shall be eligible for independent Command. Serving Commander from Hydrographic Service will also be eligible for the post of Commander D & D Service. The Recruitment Rules for the post of Commander (Probationary), Dredger & Despatch is enclosed at (Annexure-I).

3. Applications of eligible and willing officers, who satisfy the provisions of the Recruitment Rules for the post of Commander, Dredger & Despatch, may please be forwarded as per proforma enclosed (Annexure-II) duly superscribing on the envelope "Application for the post of Commander, Dredger & Despatch," to the Sr. P.O., Kolkata Port Trust, 15, Strand Road, Kolkata-700 001 along with the following documents so as to reach the office of Sr. P. O. on or before 22<sup>nd</sup> July, 2019.


- i) Copies of APARs for the last 5 years, attested by officer not below the rank of Dy. HOD on each page. [ If APAR for a particular year is not available, last available APAR may be furnished with a non-available certificate.]
- ii) Attested copies of all the certificates and proof of educational qualification, present and past work experience in the respective post and pay scale.
- iii) No objection certificate from the respective Port.
- 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).

4. 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 the application. Vigilance report is to be furnished in the format prescribed, vide Ministry of Shipping's letter No. A-12022/10/2005-PE.I dated 27<sup>th</sup> August, 2010, copy of which is attached as **Annexure-IV**.

5. Incomplete application or application received after the due date will not be considered.

Encl.:- As stated

Yours faithfully,

  
( J. Ghosh Dastidar )  
Sr. Dy. Secretary-II  
for Sr. P.O.

Copy to DMD for information. He is requested to kindly circulate the vacancy and forward applications of eligible candidates of KDS as per enclosures.

Encl.: As stated.

Copy to GM (M&S)/GM (Marine)/ SDM(P&IR) HDC for information. He is requested to kindly circulate the vacancy and forward applications of eligible candidates of HDC as per enclosures.

Encl.: As stated.

✓ Copy to Jt. Director (P&R) for information. She is requested to arrange for necessary posting of this circular on KoPT's website.

Encl.: As stated.

**Annexure-I**

**Recruitment Rules for Commander (D&D Service) under Marine 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 years)	Educational and other qualification prescribed for direct recruitment	Whether (a) Age (b) Educational Qualifications (c) Experience for direct recruits will apply in the case of promotion/absorption/deputation.	Period of Probation (in years)	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	Remarks
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	13.
1	Commander / Commodore (Sr most commander will be designated as commodore )	26	1	36,600-62,000/-	Selection	38 (45 years for ex. Naval Officers )	i) Master FG service certificate as Master FG from India or Navy or Dredge Master Gr. I Certificate.	a) No. b) Yes. c) N.A.	2 years after passing Commander examination.	By promotion failing which by absorption/deputation failing both by direct recruitment.	Promotees -A candidate possessing Master's (FG) Certificate or Service Certificate as Master (FG) from Indian Navy or Dredge Master Gr. I certificate with a minimum experience of	

2 years as  
Chief Officer  
on Dredger  
and Despatch  
Vessels who  
have passed  
Tug Pilot.s  
Examination  
may also be  
promoted as  
Commander  
(on training).

Note:  
A candidate  
possessing  
Master's (FG)  
certificate or  
service  
certificate as  
Master (FG)  
from Indian  
Navy or  
Dredge  
Master's Gr.I  
certificate  
shall enter the  
Dredger &  
Despatch  
Service of the  
Kolkata Port  
Trust directly  
as Commander  
( on training).  
After  
undergoing  
necessary  
training and  
passing  
necessary  
examinations

as prescribed for them in the Scheme for training of Officers in the Dredger & Despatch Service of Port Trust, Kolkata they shall be eligible for independent Command. Serving Commander from Hydrographic Service will also be eligible for the post of Commander D & D Service

## APPLICATION FORM

**ANNEXURE – II**

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

Post applied for:

1. Full Name (in block letters) :
2. Fathers 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 substantive of pay:
8. Date of continuous appointment :  
in the present post
9. Date of first appointment in :  
Class I cadre of the Port Trust
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 :

	Period		
	on Regular basis	on Officiating basis	Against Temporary post
(Rs. 36,600-62,000/-)			
(Rs. 32,900-58,000/-)			
(Rs. 24,900 -50,500/-)			
(Rs. 20,600 -46,500/-)			

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

(2) Pay scale granted as financial upgradation under Modified Assured Career Progression Scheme (MACPS) should not be indicated, as it is not a regular service in that pay scale.

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

**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:**

**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 ----- to ----- 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/Deptt. 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.