

Kolkata Port Trust
15, Strand Road
Kolkata- 700001



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No.Admn/6497/C/DMD/CH

29th April, 2020

To
The Secretaries,
All Major Port Trust.

Sir,

Sub-: Filling up of the post of Chief Hydrographer by absorption through composite method in Kolkata Port Trust – applications invited.

The post of Chief Hydrographer under Marine Department which will fall vacant w.e.f 01.05.2020 is to be filled up by absorption through Composite Method from the officers of Major Port Trust, fulfilling the eligibility criteria for the concerned post (Recruitment Rules), as per **Annexure-I**.

2. The selection is by merit for which overall grading in the ACRs/APARs will not be below "Very Good".


3. Applications of eligible and willing officers, who satisfy the provisions of the Recruitment Rules (**Annexure-I**) for the post of Chief Hydrographer, may please be forwarded as per proforma enclosed (**Annexure-II**) duly superscribing on the envelope "Application for the post of Chief Hydrographer" to the Sr. Personnel Officer, Kolkata Port Trust, 15, Strand Road, Kolkata – 700001 along with the following documents so as to reach the office of Sr. Personnel Officer on or before **01.06.2020**.

- 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 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- iv) Undertaking of the applicant to the effect that the candidature will not be withdrawn, if selected.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).
4. **Crucial date** for determining the eligibility will be the date of occurrence of vacancy i.e. **01.05. 2020**.
5. 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 27th August, 2010, copy of which is attached as **(Annexure-IV)**.
7. Incomplete application or application received after the due date will not be considered.

Encl.:- As stated.

Yours faithfully,


(S.S. Chatterjee)
Dy. Secretary -I
for Sr. P.O.

together failing	Institutions of	24	Chief Hydrograph or	1	Class-1	43,200-66,000/-	39	Selection	i) Atleast ten years experience in the Hydrographic branch of Indian Navy in the rank of Captain. ii) Must be a corporate member of Institutions of Surveyors (India) or equivalent as accepted by Govt. of India. iii) Experience in a riverine waterway is desirable.	a) No. b) No. c) Yes.	2			By absorption through composite method failing by deputation from Govt. Organisation and failing both by direct recruitment..	which by transfer/ deputation/ direct recruitment.	For absorption through composite method :- Officers holding analogous post or the post of Dy. Chief Hydrographer and equivalent post with 3 years regular service in the grade in a major Port Trust.. For deputation, officers holding analogous post or post of Dy. Chief Hydrographer and equivalent post in the Scale of Pay of Rs. 36,600-62,000/- having 3 years regular services in the grade in any major Port Trust/ Govt./ Public Sector or undertaking Autonomous Bodies. The selection is by merit for which overall grading in the APARs will not be below "very good".
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ANNEXURE – II

APPLICATION FORM

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 \checkmark in relevant box)
7. Present post with scale 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		Against Temporary post
	on Regular basis	on Officiating basis	
(Rs. 43,200 - 66,000/-)			
(Rs. 36,600 - 62,000/-)			

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

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:

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 2014-2015 to 2018-1019 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.