

No: P&IR/13/4/2022/1362

Date: September 07, 2022

Chairperson,
All Major Port Authorities

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Sir,

Sub.: Filling up of the post of General Manager (Marine) under Haldia Dock Complex, Syama Prasad Mookerjee Port - Kolkata by absorption through composite method.

Haldia Dock Complex, Syama Prasad Mookerjee Port, Kolkata, intends to fill up the post of General Manager (Marine) in the rank of Head of Department by Absorption through Composite Method from the officers of Major Ports, fulfilling the eligibility criteria for the concerned post, as per the **Annexure-I**.

2. The incumbent will be initially appointed to the HOD post in the scale of pay of Rs.43,200-66,000/-(pre-revised) [now revised to the scale of pay of Rs.1,00,000-2,60,000/-] and after completion of 3 years' regular service in the post, he / she will be elevated to the scale of pay of Rs.51,300-73,000/- (pre-revised) [now revised to Rs.1,20,000-2,80,000/-], subject to fulfilling the relevant conditions as per the Ministry's guideline vide letter No. A-12023/15/2018-PE-I dated 19.11.2019.

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

4. Applications are invited from suitable and willing officers, who satisfy the eligibility criteria for the post of General Manager (Marine), as per **Annexure - I**. The application may be submitted through "Online Application Portal (OAP)" of the Ministry of Shipping website <http://onlinevacancy.shipmin.nic.in> from **08.09.2022** to **11.10.2022**. No application other than OAP shall be accepted.

5. In case of receipt of advance copy of application in respect of any applicant by the Port, candidature of the candidate will not be considered by the Ministry if his application is not received through proper channel by the Port within 15 days of the last date of receipt of applications, i.e. **on or before 26.10.2022**.

6. The candidate will have to submit the printout of application form already uploaded in OAP to his administrative Port for onward forwarding. The Ports are required to forward the applications of the candidates along with the following documents on or before **26.10.2022** superscribing "**Application for the post of General Manager (Marine) under HDC, SMP-Kolkata**":-

- i) Copies of APARs for the last 5 years, attested by an 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-availability certificate.]
- ii) Attested photocopies of all 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.

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v) Vigilance and administrative clearance of the concerned Port, as per enclosed proforma (Annexure-II).

vi) Two passport size photographs.

7. The crucial date of determining eligibility will be the last date of receipt of application i.e. **11.10.2022**.

8. 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 Ports, Shipping and Waterways's Letter No. C-31018/5/2020-Vigilance dated February 15, 2022 (Annexure-III).

9. As per the Ministry's guideline dated 26-09-2019 regarding filling up the HOD level posts in Major Port Trusts, Port Official, who withdraws his candidature for the post after his selection by the Service Selection Committee, will be liable for debarment from future selection to HOD level posts in all Major Ports for a period of two years.

10. Incomplete application or applications not made following the stated procedure or received after the due date will not be considered.

Encl.: As stated.

Yours' faithfully,


(S. Ahmed)

Sr. Dy. Manager (P&IR)

Copy to Shri Rajiv Nayan, Under Secretary, Ministry of Ports, Shipping and Waterways (PHRD Division), Transport Bhawan, 1, Parliament Street, New Delhi – 110 001 for information please. A soft copy of the circular is also being sent to the Ministry at the e-mail vacancy-ship@gov.in and pravin.s@nic.in for necessary posting on the Ministry's website.

3.	General Manager (Marine)	1	1	51300-73000	Selection	40	<p>Essential:-</p> <p>(i) Must either hold a certificate of competency as Master of Foreign Going Ship issued by the MOS, Govt. Of India or Dredge Master Gr.I or an equivalent qualification recognised by the MOS, Govt. Of India or MOT 1st Class (Combined or Motor) certificate issued under Merchant Shipping Act, 1958.</p> <p>(ii) 15 years experience in the Marine services of a Port, of which, atleast 5 years, in a senior administrative</p>	<p>a) No b) Yes, however officers with certificate of 1st Mate (F.G.)/ Dredge Master Gr.IV/ 2nd Mate (F.G.)/ Dredge Mate Gr.I/ B.Sc Nautical Science/ passing out from T.S.Rajendra/ T.S. Chanakya / T.S.</p>	Not applicable	By Absorption through composite method, failing which, by Deputation and failing both, by Direct Recruitment	<p>For absorption through composite method, officers holding analogous posts or holding posts in the scale of pay of Rs.43200 - 66000/- with 2 years regular service in the grade, or officers holding posts in the scale of pay of Rs.36600 - 62000/- with 4 years regular service in the grade in Marine department in a major Port Trust will be eligible.</p> <p>For deputation, officers holding analogous post or officers holding posts in the scale of pay of Rs.43200 - 66000/- with 2 years regular service in the grade, or officers holding posts in the scale of pay of Rs.36,600-62,000/- and</p>
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Certificate to be given by Head of Office

of Shri / Smt.

Designation.....

1. It is certified that the particulars furnished by the Officer are correct and he / she fulfils the eligibility criteria.
2. It is certified that no disciplinary / vigilance case is pending or contemplated against the applicant and that he / she is clear from the Vigilance and Administrative angle.
3. His / her integrity is certified.
4. It is certified that no Major / Minor penalty has been imposed on the Officer during the last 10 years.
5. Copies of APARs for the last 5 years from 2016 – 2017 to 2020 – 2021 are enclosed.

Dated:

Signature of the forwarding authority along with office seal.



**PARTICULARS OF THE OFFICER FOR WHOME VIGILANCE
COMMENTS / CLEARANCE BEING SOUGHT**

(To be furnished and signed by the CVO or HOD)

1. Name of the Officer (in full) :
2. Fathers' 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.	Organisation (Name in full)	Designation & Place of posting	Administrative / Nodal Ministry / Department Concerned (in case of officers of PSUs, etc.)	From	To
1.					
2.					
3.					

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 Officers 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) (*)
13. Whether the officer / official has submitted his / her annual immovable property return of the previous year as required under Rule 18 of the CCS (Conduct) Rules, 1964 within the prescribed limit.
14. Details of complaint pending against the officer as on date.

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.

Yes