

Kolkata Port Trust
15, Strand Road
Kolkata- 700001



কলকাতা বিনান / Planning Department
কলকাতা বিনান ট্রাস্ট
Kolkata Port Trust

স্মারক নং: 2859/JDPR/15
তারিখ: 9/11/15

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No. Admn/7282/1/DMD/E1

Dated: November 06, 2015

The Chairmen,
All Major Ports.

Sub: Filling up the post of Director, Marine
Department in Kolkata Port Trust.

Sir,

The post of Director, Marine Department in the scale of pay of Rs. 51,300-73,000/- in the rank of Head of Department has fallen vacant w.e.f. 1st October, 2015.

2. As per Recruitment Rule the post is to be filled up by absorption through composite method from officers of Major Ports holding analogous post or having 2 years regular service in the scale of pay of Rs.43,200-66,000/- in the post of Dy. Conservator in the category II ports/Harbour Master in category I port/Harbour Master (Port)/Harbour Master (River)/Superintendent Dredger & Despatch Service/Engineer Superintendent/Chief Hydrographer in KDS or Manager (Marine Operation) in Haldia Dock Complex or officers having four years regular service in the pay scale of Rs.36,600-62,000/- in the post of Dy. DMD-I in Kolkata Dock System/Harbour Master in a category II Major Port.

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

4. Applications of suitable and willing officers, who satisfy the provisions of the Recruitment Rules (Annexure - I) for the post of Director, Marine Department, may please be furnished as per proforma enclosed (Annexure-II) along with the following documents so as to reach the undersigned on or before 15th December, 2015 :-

- i) Photo copy of ACRs/APARs of the applicant for the last 5 years duly attested by an officer not below the rank of Dy. HOD on each page.

- ii) Attested photo copy of all certificates.
- iii) No objection certificate of respective Port.
- iv) Undertaking of the applicant not to withdraw, if selected.
- v) Vigilance/Administrative Clearance of the concerned Port (Annexure-III).
- Two passport size photographs.

5. If any major or minor penalty has been imposed on the applicant during the last 10 years, the details of the disciplinary case leading to such penalty alongwith necessary documents may be sent by the forwarding authority alongwith the application. Vigilance clearance may 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.

Encl: As stated.

Yours faithfully,



(S. Pradhan)
Secretary (I/C)

Annexure-I

Recruitment Rules for the post of Director, Marine Department

Sl. No	Name of the Port	No. of Posts	Classification	Scale of Pay (Rs.)	Whether Selection or Non-Selection	Upper age limit for direct recruitment (in year)	Education 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	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13
3.	Director, Marine Department	1	Class-I (HOD)	51,300-73,000/--	Selection	40	Essential Certificate of competency as Master (FG) issued by MOS, /Dredge Master Gr.I or equivalent or 1 st Class MOT. ii) 15 years experience	a) No. b) Yes. Excepting serving officers with entry qualification prescribed for graduate entry scheme or with passing out certificates from T.S.Dufferin	2	By absorption through composite method failing by deputation from Govt. Organisation and failing both by direct recruitment	For absorption by composite method :- Officers holding analogous post or having 2 years regular service in the scale of pay of Rs.43,200-66,000/- in the post of Dy. Conservator in category II ports/Harbour Master in category I	

						<p>in the marine services of a port of which atleast 5 years in senior administrative position.</p>	<p>or T.S.Rajendra , T.S. Chanakya or B.Sc (Nautical Science) or Dredge Mate Gr. I certificate. or a Second Mate (FG) certificate or a First Mate(FG)/ Dredge Master Gr.II certificate will also be eligible. c) Yes.</p>			<p>port/Harbour Master (Port)/ Harbour Master (River)/Superintendent Dredger & Despatch Service/Engineer Superintendent/ Chief Hydrographer in KDS or Manager (Marine Operations) in Haldia Dock Complex or officers having four years regular service in the pay scale of Rs.36,600-62,000/- in the post of Dy. DMD-I in Kolkata Dock System/Harbour Master in a category II Major Port. For deputation, officers holding analogous posts or having 5 years regular service in the post equivalent to Dy.</p>
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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.....

Annexure-III

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 2009-2010 to 2013-2014 are enclosed.

Dated,

Signature of the forwarding authority along with office seal.

ANNEXURE-IV

PARTICULARS OF THE OFFICERS FOR WHOM VIGILANCE / COMMENTS
CLEARANCE IS BEING SOUGHT
(TO BE FURNISHED AND SIGNED BY THE CVO OR HOD)

- 01 Name of officer (in full) :
02 Father's name :
03 Date of Birth :
04 Date of retirement :
05 Date of entry into service :
06 Service to which the officers belong :
including batch/ year /cadre etc.
wherever applicable.
07 Position held (during 10 preceding years) :

Sl.No.	Designation & placing of posting	From	To

- 08 Whether the officer has been placed on the :
"Agreed list" or "List of officers of Doubtful
Integrity" (If yes, details to be given)
09 Whether any allegation of misconduct :
involving vigilance angle was examined
against the officers during the last 10 years
and if so,
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 :
chargesheet 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 & Signature)

(*) If vigilance clearance has been obtained from the Ministry/ CVC in the past, the information may be provided for the period thereafter.