



KOLKATA PORT TRUST HALDIA DOCK COMPLEX



Direct Recruitment

Haldia Dock Complex, Kolkata Port Trust, invites applications from eligible Indian Nationals, to filling up the following posts through Direct Recruitment:-

Sl. No.	Name of the Division	Name of the Post & Scale of Pay	Class	Indicative No. of Vacancy (s) and its break up	Upper age limit	Educational and other qualification
1	Infrastructure & Civic Facility (I&CF)	Assistant Manager Pay Scale ₹.20,600 - 46,500/-	I	No. of Post: 8 [UR-4, SC-1 ST-1, OBC-2] PWD – 01 (OH) Posts are identified suitable for OH (OA,OL) and HH category (with aids and appliance) Physical requirement for PWD candidates: S, ST, BN, W, SE, MF, C, RW.	30	Essential: Degree or equivalent in Civil Engineering from a recognised University / Institution. (4 year degree course) Desirable: Two years experience in an executive cadre in Planning / Design / Maintenance, preferably of Port and Marine structure, in an Industrial / Commercial / Govt. undertaking.
2	Plant & Equipment (P&E)	Assistant Manager Pay Scale ₹.20,600 - 46,500/-	I	No. of Post: 8 [UR-4, SC-1, ST-1, OBC-2] Posts are identified suitable for PWD category. Electrical: 1) Suitability: OH (OL), HH (with aids and appliances). 2) Physical Requirements: S, ST, BN, W, SE, MF, PP, L, KC, C, RW Mechanical: 1) Suitability: OH (OL) 2) Physical Requirements: S, ST, SE, MF, BN, KC, H, C	30	Essential: Degree or equivalent in Mechanical / Electrical / Electronics & Communication Engineering from a recognised University / Institution.(4 year degree course) Desirable: Two years experience in relevant department in an executive cadre in an Industrial / Commercial / Govt. undertaking.

3	Plant & Equipment (P&E)	Assistant Executive Engineer Pay Scale ₹.16,400 - 40,500/-	II	<p>No. of Post: 5 [UR-4, OBC-1 PWD-1(OH)]</p> <p>Posts are identified suitable for PWD category.</p> <p>Electrical: 1) Suitability: OH (OL) , HH (with aids and appliances) 2) Physical Requirements: S, ST, BN, W, SE, MF, PP, L, KC, C, RW</p> <p>Mechanical: 1) Suitability: OH (OA, OL) 2) Physical Requirements: S, ST,,BN, KC, SE, H, C, F, W, MR</p>	30	<p>Essential: 1) Must have a Diploma or passing out certificate in Mechanical / Electrical / Electronics & Communication Engineering from a recognised Technical School or College. Diploma holders in Electrical Engineering must have Electrical Supervisor's Certificate of Competency issued by the West Bengal Licensing Board (Electrical) of Govt. of West Bengal in Parts 1, 2, 3, 4, 5, 6A & 6B, 7A & 7B, 11 & 12 or its equivalent certificate. 2) Should have a minimum of 5 years experience in a responsible supervisory capacity in an Industrial / Commercial / Govt. Undertaking.</p> <p>Desirable: Supervisory Certificate of Competency issued by the West Bengal Licensing Board (Electrical) of Govt. of West Bengal in Part - 9 is preferred.</p>
4	Marine Operations (M.O.)	Chief Engineer Pay Scale ₹32,900 - 58,000/-	I	<p>No. of Post: 2 [ST-1, OBC-1]</p> <p>No Post is identified suitable for PWD candidates.</p>	37	<p>Essential: 1) MOT 1st Class (Combined or Motor) Certificate issued under the Merchant Shipping Act, 1958. 2) 3 years experience as Chief Engineer or 4 years combined experience as Chief Engineer and 2nd Engineer on board a Foreign Going Ship</p>
5	Marine Operations (M.O.)	Engineer - in - Charge Pay Scale ₹.20,600 - 46,500/-	I	<p>No. of Post: 2 [ST-1, OBC-1]</p> <p>No Post is identified suitable for PWD candidates.</p>	30	<p>Essential: 1) MOT 2nd Class (Combined or Motor) Certificate issued under the Merchant Shipping Act, 1958. 2) 2 years experience as independent Watch Keeping Engineer on board a Foreign Going Ship</p>
6	Material Management (M.M.)	Assistant Manager Pay Scale ₹.20,600 - 46,500/-	I	<p>No. of Post: 2 [UR-2]</p> <p>Posts are identified suitable for OH (OA, OL) category, but none of the posts are reserved for PWD category.</p> <p>Physical requirement for PWD candidates S, ST, W, RW, MF, C, SE</p>	30	<p>Essential: Degree or equivalent in Mechanical / Electrical Engineering from a recognized University / Institution.</p> <p>Desirable: 1) Post-Graduate Degree / Diploma in Materials Management from a recognized University / Institution. 2) Two years post qualification experience in Materials Management in an Industrial / Commercial / Govt. Undertaking]</p>

(3)

7	Medical	Senior Medical Officer Pay Scale ₹.20,600 - 46,500/-	I	No. of Post: 2 [UR-2] Posts are identified suitable for OH (OA, OL) (non-surgical) category but none of the posts are reserved for PWD category. Physical requirement for PWD candidates: S, ST,BN, SE, RW, C, MF, W, H	30	Essential: 1) MBBS Degree from a recognised University / Institution. 2) One year experience in a Hospital after completion of internship of one year Desirable: A Post Graduate Medical Degree from a recognised University / Institution.
8	Traffic Operations (Shipping & Cargo Handling) T.O. (Sh &CH)	Assistant Manager Pay Scale ₹.20,600 - 46,500/-	I	No. of Post: 5 [UR-3, SC-1, OBC-1] No Post is identified suitable for PWD candidates.	30	Essential: A Degree from a recognised University. Desirable: 2 years experience in an executive cadre in Shipping & Cargo Handling Operations in an Industrial / Commercial / Govt. undertaking.
9	Traffic Operations (Shipping & Cargo Handling) T.O. (Sh&CH)	Traffic Officer Pay Scale ₹.16,400 - 40,500/-	II	No. of Post: 2 [UR-2] No Post is identified suitable for PWD candidates.	30	Essential: Must be Graduate of a recognised University. Desirable: 2 years experience in a Supervisory Post in Shipping & Cargo Handling Operations in an Industrial / Commercial / Govt. undertaking.
10	Traffic Operations (Railways) T.O. (Rlys.)	Assistant Manager Pay Scale ₹.20,600 - 46,500/-	I	No. of Post: 2 [UR-2] No Post is identified suitable for PWD candidates.	30	Essential: A Degree from a recognised University. Desirable: 2 years experience in Railway Transportation in an executive cadre in an Industrial / Commercial / Govt. undertaking.

Contd...P/4

11	Administration	Assistant Manager (Systems) Pay Scale ₹.20,600 - 46,500/-	<p style="text-align: center;">No. of Post: 2</p> <p style="text-align: center;">[UR-2]</p> <p>Posts are identified suitable for OH (OA, OL, BL) and HH category, but none of the posts are reserved for PWD category.</p> <p>Physical requirement for PWD candidates: S, ST, SE, C, W, BN</p>	<p style="text-align: right;">30</p> <p>Essential: Degree in Computer Engineering / Computer Science / MCA from a recognised University / Institution.</p> <p>OR Degree in Maths / Statistics / Operational Research / Economics with Post Graduate Diploma in Computer Application / Computer Science / IT from recognised University / Institution.</p> <p>OR Degree in Engineering with Post Graduate Diploma in Computer Application / Computer Science / IT from a recognised University / Institution.</p> <p>Desirable: 1) Post Graduate Degree in Mathematics / Statistics / Operational Research / Economics, OR Post Graduate Degree in Computer Science or Computer Engineering or System or Information Systems or MIS or IT or Computer Applications or Business Administration (PG Degree / Diploma) with specialization in Systems or Information Systems or MIS or IT and allied subjects from a recognised University / Institution. 2) Two years experience in Programming / Electronic Data Processing / Systems Analysis, etc.,.</p>
----	----------------	--	---	---

Relaxation for Age Limit:

Upper age is relaxable by 5 years for SCs / STs, 3 years for OBCs. For Persons with Disabilities (PWD) candidates age is relaxable by 10 years (15 years for SCs / STs and 13 years for OBCs).

Abbreviations Used:

S=Sitting, ST=Standing, W=Walking, BN=Bending, L=Lifting, KC=Kneeling & Crouching, PP=Pulling & Pushing, MF=Manipulation with Fingers, RW=Reading & Writing, SE=Seeing, H=Hearing, C=Communication, OA=One Arm, OL=One Leg, BA=Both Arms, BL=Both Legs, HH= Hearing Handicapped, OH = Orthopaedically Handicapped

Method of Selection:

- 1) Selection methodology for posts at Sl. No. 1, 2, 3, 6, 8, 9, 10 & 11 above will be through Written Test and Interview. Written Test will comprise both Objective Test [Multiple Choice Questionnaire (MCQ)] and Subjective Test. Objective Test (MCQ) will comprise of General Knowledge, English Language, Numerical Ability & Logical Reasoning. Subjective Test will be on the subject matter of the respective discipline. Candidates who will qualify in the written test only be called for subsequent Interview.
- 2) Selection methodology for posts at Sl.No. 4, 5, & 7above will be through Interview.

Note: Management reserves the right to change / modify the selection methodology.

Emoluments:

Selected candidates will be placed in pay scale as mentioned above. In addition, Dearness Allowance (DA) based on IDA pattern is payable. Additionally, allowances upto a maximum of 45% of basic pay may be allowed under 'cafeteria'. Apart from this, Gratuity, New Pension Scheme, HRA or Subsidized Accommodation, L.T.C., Leave Encashment, Medical benefits, etc., are also allowed. Further, for the post of Sr. Medical Officer under Medical Division, additionally, Non-practising Allowance (NPA) will be paid.

General Instruction to the Candidates:

Interested eligible candidates may apply in the enclosed proforma (**Annexure-I**), alongwith self-attested photocopies of testimonials & Disability Certificate, SC/ST/OBC Certificate (if applicable) and 2 recent passport size photographs. PWD candidates may submit the Disability certificate in the enclosed proforma(**Annexure-II**) Application in sealed envelope, superscribing the name of the post applied for, should reach the Office of the Manager (P&IR), Haldia Dock Complex, Jawahar Tower Building, P.O. : Haldia Township, Dist. : Purba Medinipur, W.B. Pin. : 721607, by **January 05, 2016**. Persons working in Govt. / Autonomous Bodies / PSUs should apply through proper channel. Mere fulfilment of the eligibility criteria will not confer any right upon the candidate for selection. Candidates applying for more than one post should submit separate application for each post. Management reserves the right to cancel the selection process without any reference to the candidates. Incomplete applications, or applications received late, may not be entertained.

Manager (P&IR)
Haldia Dock Complex

PRESCRIBED PROFORMA FOR APPLICATION

POST APPLIED FOR:

Affix Recent
Passport size
Photo
here

1. Name:
2. Father's / Husband's Name:
3. Date of birth:
(Self attested copy of proof to be enclosed)
4. Age (As on 01/11/2015):
5. Sex:
6. Permanent Address:
.....
7. Address for Communication:
.....
8. Telephone: Landline:
Mobile:
9. E-mail Address:
10. Nationality:
11. Religion:
12. Category (Please tick): SC / ST/ OBC / UR (GENL)
(Self attested copy of proof to be enclosed)
13. Category of PWD (Please tick): VH / HH / OH
(Self attested copy of proof to be enclosed)
14. Percentage of Disability: %
(Certificate of Disability to be enclosed as per **Annexure – II**)

15. Qualification:
(Self attested copy of
Proof to be enclosed)

	Percentage % with Division / Class	Name of University / Board / College	Honours / Pass Course
Class - X			
Class - XII			
Graduation			
P.G.Degree / Diploma			
Additional			

16. Experience :
(Self attested copy of
Proof to be enclosed)

Organisation	Scale of pay & Present Basic Pay.	Post	Period (_____ to _____)	Duration

17. Additional Information (if any)

I certify that the above information is true to the best of my knowledge and belief. The necessary documents, including the certificate from my employer, are enclosed.

(Full Signature of Applicant with Date)

C. Hearing impairment:

- (i) D-Deaf
- (ii) PD-Partially Deaf

(Delete the category whichever is not applicable)

2. This condition is progressive / non-progressive / likely to improve / not likely to improve. Re-assessment of this case is not recommended / is recommended after a period of _____ years _____ months.

3. Percentage of disability in his / her case is _____ percent.

4. Shri/Smt/Kum_____ meets the following physical requirements for discharge of his / her duties:-

- | | |
|--|--------|
| (i) F-can perform work by manipulating with fingers. | Yes/No |
| (ii) PP-can perform work by pulling and pushing. | Yes/No |
| (iii) L-can perform work by lifting | Yes/No |
| (iv) KC-can perform work by kneeling and crouching. | Yes/No |
| (v) B-can perform work by bending. | Yes/No |
| (vi) S-can perform work by sitting. | Yes/No |
| (vii) ST-can perform work by standing. | Yes/No |
| (viii) W-can perform work by walking. | Yes/No |
| (ix) SE-can perform work by seeing. | Yes/No |
| (x) H-can perform work by hearing / speaking | Yes/No |
| (xi) RW-can perform work by reading and writing | Yes/No |

(Dr.)
Member
Medical Board

(Dr.....)
Member
Medical Board

(Dr.....)
Member
Medical Board

Countersigned by the
Medical Superintendent / CMO / Head of
Hospital (with seal)

Note: Strike out which is not applicable.