

Kolkata Port Trust
15, Strand Road
Kolkata- 700001



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No. Admn/6497/C/DMD/HM(R)/E1

Dated: 1st June, 2018

To
The Chairmen
All Major Port Trust.

Sir,

Sub: Filling up of the post of Harbour Master (River) by absorption through composite method at KoPT – applications invited.

Applications are invited for filling up of the post of Harbour Master (River) in the scale of pay of Rs. 43,200-66,000/- at Kolkata Port Trust (KDS) by absorption through composite method.

2. As per Recruitment Rule, for absorption through composite method, officers holding ANALOGOUS POST or the post of Dy. Harbour Master (Port)/(River) and equivalent post with 3 years regular service in the grade in a Major Port Trust will be eligible.

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 Harbour Master (River), may please be forwarded as per proforma enclosed (**Annexure-II**) duly superscribing on the envelope “Application for the post of Harbour Master (River),” 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 **9th July, 2018.**

- 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- iv) Undertaking of the applicant to the effect that the candidature will not be withdrawn, if selected.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).

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**.

6. 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.

Recruitment Rules for HM (R) Class-I posts under the Marine Department

Annexure-I

| 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 cases 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 | Harbour Master (Port)/ (River) | 2 | Class-I | 43,200-66,000/- | Selection | 39 | i) Masters FG Certificate or Dredge Master Gr.I ii) 8 years experience in pilotage in a port. | a) No. b) Yes, but officers with 1 st Mates FG Certificate or Dredge Master Gr.II or 2 nd Mates FG certificate or Dredge Mate Gr.I certificate or passing out | 2 | By absorption through composite method failing by deputation from Govt. Organization and failing both by direct recruitment. | For absorption through composite method :- Officers holding analogous post or the post of Dy. Harbour Master (Port)/(River) and equivalent post with 3 years regular service in the grade in a major Port | |

| | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|---|--|--|--|--|
| | | | | | | | | <p>certificate from T.S.Dufferin or T.S.Rajendra/, T.S. Chanakya or B.Sc (Nautical Science) or Science Graduate who has qualified as Pilot will be eligible.</p> <p>c) Yes.</p> | | | <p>Trust.</p> <p>For deputation, officers holding analogous post or post of Dy. Harbour Master (Port)/(River) and equivalent post in the Scale of Pay of Rs. 36,600-62,000/- having 3 years regular service in the grade in any major Port Trust/ Govt./ Public Sector undertaking or Autonomous Bodies. The selection is by merit for which overall grading in the APARs will not be below "very good".</p> | |
|--|--|--|--|--|--|--|--|---|--|--|--|--|

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:

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 ----- 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.