



KOLKATA PORT TRUST HALDIA DOCK COMPLEX



Recruitment Advertisement

Advertisement No. 02/2018 - Dated 07.02.2018

Kolkata Port is the gateway to Eastern India for the rest of the world. This is the first Major Port in India, whose appearance in the maritime map dates back to 1870. Haldia Dock Complex (HDC), modern dock complex of Kolkata Port Trust (KoPT) was set up in 1977 on the right bank of the river at a distance of 125 Kms. for handling larger vessels, carrying bulk cargo with optimum economy.

Haldia Dock Complex invites applications from eligible Indian Nationals, for engagement of following categories on **contractual basis**: -

Sl. No.	Name of the Category	Indicative No. of requirement
1	Junior Marine Officer	3 *

* The number of requirements are indicative only. The same may increase / decrease in future as per the actual requirements.

Crucial date:

The Crucial date for determining the qualification, experience and age shall be **01.02.2018**.

Eligibility Criteria: -

(i) Age: -

Age should be 25 years or above.

(ii) Essential qualification & Experience: -

Incumbents worked / working as Petty / Chief Petty Officer in Indian Navy / Coast Guard preferably in the fields of Engine Room Artificer, Signals and General Duty / B.Sc. (Nautical Science) or equivalent.

Selection Methodology: -

Selection methodology will be through Written Test. Written Test will comprise both Objective Test [Multiple Choice Questionnaire (MCQ)] and Subject Test (MCQ). Objective Test (MCQ) will comprise of General Knowledge, English Language, Numerical Ability & Logical Reasoning. Subject Test (MCQ) will be on the subject matter of the respective discipline.

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

Compensation: -

The selected candidate will be paid a fixed consolidated remuneration of Rs. 28,800/- per month.

Contd...P/2

General Instruction

Interested candidates, fulfilling the above eligibility criteria and agreeable to the attached terms & conditions, may apply in the enclosed proforma with one recent passport size photograph and self certified photocopies of relevant certificates / testimonials. Application in sealed envelope super scribed “**Application for contractual engagement for the job of Junior Marine Officer, under M.O. Division, HDC**”, should reach the office of Sr. Dy. Manager (P&IR), Haldia Dock Complex, at Jawahar Tower, 6th Floor, P.O.-Haldia Township, Dist.- Purba Medinipur, PIN – 721607, by **March 13, 2018 (before 5.30.p.m.)**. Haldia Dock Complex, Kolkata Port Trust will not be responsible for any postal delay. Mere fulfillment of the eligibility criteria will not confer any right upon the candidate for selection. Management reserves the right to cancel the selection process without any reference to the candidates. Incomplete application or application received after the last date may not be entertained. If the declaration in the application form are not supported by the copies of testimonials / documents enclosed especially with regard to crucial eligibility criterions like date of birth, educational qualification and experience (if applicable), etc, the applications may not be considered. Further updates / changes on the selection process would be indicated in the website whenever required. Candidates are advised to regularly go-through the website for updates / changes on the selection process. Further press notice may not be given regarding any updates / changes.

Encl.: As stated.

Sr. Dy. Manager (P&IR)
Haldia Dock Complex

Terms and conditions for engagement of Junior Marine Officer under M.O. Division on contractual basis

- i) The engagement will be for a period of 1 (one) year and on expiry of the said period, the contractual engagement will be automatically terminated. However, on expiry of the contract, HDC/KoPT reserves the right to enter into a fresh contract for such period and on such terms as may be mutually agreed upon by the parties.
- ii) The candidate will be responsible for supervision in the area of tanker operations and allied anti-pollution activities, carrying out repair works of crafts, general supervision and any other responsibilities, as may be assigned by the reporting authority.
- iii) The candidate will be paid a fixed consolidated remuneration of ₹ 28,800/- (Rupees twenty eight thousand eight hundred only) per month.
- iv) The candidate may avail of the facility of HDC accommodation (unfurnished) on payment of rent, as applicable. Electricity charges shall have to be borne by the candidate as per actuals.
- v) The candidate will normally be at any of the working points under Marine Operations Division, HDC.
- vi) The candidate will be required to work in shifts on rotation i.e. morning, afternoon & night, as per requirement. The candidate may also be required to work in general shift duty, if situation so warrants. The candidate will have to work for 6 days in a week and will be given a staggered weekly day of rest. If situation so warrants, the weekly day of rest may be changed with prior intimation. For work on any weekly off day / declared National Holiday in exigency, the candidate will be granted a compensatory day of rest conveniently in lieu thereof and the candidate will not be entitled to any other compensation, monetary or otherwise, for the same. The candidate will also have to attend emergency calls as per requirement, beyond the normal duty hours without any extra remuneration for the same.
- vii) The candidate will be entitled to 15 days leave in a year (12 months from the date of engagement and proportionate in case of shorter period of engagement), which shall be availed of with prior approval. For any absence, in excess of 15 days, pro-rata deduction will be made from the consolidated remuneration.
- viii) Additionally, leave on medical ground, to the extent of 10 days in a year (12 months from the date of engagement and proportionate in case of shorter period of engagement) on illness, shall be allowed without any deduction from the remuneration on the basis of certification from HDC / KoPT Medical Officer. Intimation of sickness should be reported to the Head of the Division / Reporting Officer forthwith, in writing, together with the certificate of illness from a registered Medical Practitioner, in addition to verbal intimation over phone.
- ix) The candidate will be entitled to indoor and outdoor medical facilities as are available in Port Hospital at Haldia for self and spouse only. However, no reimbursement for medicine / medical articles purchased from outside, diagnostic test done outside or treatment received outside will be allowed. This restriction will not apply for treatment of any injury sustained due to accident occurred in the course of and arising out of engagement.
- x) If the candidate is required to go on official tour outside Head Quarters of Haldia Dock Complex, he will be entitled to TA / DA, as applicable.
- xi) The candidate will normally report to the Manager (M.O.), Haldia Dock Complex.

- xii) The candidate will be responsible for the charge and care of the HDC / KoPT's money, goods and stores and all other property that may be entrusted on and will be accountable for the same.
- xiii) The candidate will be entitled to canteen facilities of HDC.
- xiv) The contractual engagement may be terminated by giving one month's notice from either side. However, the engagement is terminable on 24 hours' notice for unsatisfactory performance and for any act considered to be derogatory / detrimental to the interest of the HDC / KoPT.
- xv) The candidate will have to submit police verification certificate from local police station.

**Application proforma for the job of Junior Marine Officer under
M.O. Division, Haldia Dock Complex on contractual basis.**

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1. Name:
2. Father's / Husband's Name:
3. Mother's Name:
4. Date of birth:
5. Age (As on 01/02/2018):
5. Gender:
6. Permanent Address:
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.....
7. Address for Communication:
.....
.....
8. Telephone: Landline:
Mobile:
9. E-mail Address:
10. Nationality:
11. Religion:
12. Academic & Professional Qualification:



Examination / Degree passed	School / College / Institution	Year of passing	Board / University	% of marks obtained

13. Experience:

Name of the Employer	Period of Employment		Duration	Designation	Scale of Pay & Present Basic
	From dd/mm/yyyy	To dd/mm/yyyy			

14. Additional Information (if any)

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

(Full Signature of Applicant with Date)