



श्यामा प्रसाद मुखर्जी पोर्ट, कोलकाता  
SYAMA PRASAD MOOKERJEE PORT, KOLKATA  
Formerly Kolkata Port Trust

श्यामा प्रसाद मुखर्जी पोर्ट, कोलकाता  
Syama Prasad Mookerjee Port, Kolkata

15, स्ट्रैंड रोड/15, Strand Road,

कोलकाता Kolkata - 700 001

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सामान्य प्रशासन विभाग  
Genl. Admn. Deptt.

17<sup>th</sup> December, 2021

No. Admn/7282/1/DMD/E1

To  
The Chairperson,  
All Major Port Trust

Sir,

Sub:- Filling up the post of Director, Marine Department by absorption through composite method under Syama Prasad Mookerjee Port, Kolkata - applications invited.

The post of Director, Marine Department in the rank of Head of Department will fall vacant w.e.f 01.04.2022, is to be filled up by Absorption through Composite Method from the officers of Major Port Trusts, 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.1,00,000 - 2,60,000/-, (pre-revised Rs. 43,200-66,000/-) and after completion of three years' regular service in the post, he / she will be elevated to the scale of pay of Rs.1,20,000 - 2,80,000/-, (pre-revised Rs. 51,300-73,000/-), subject to fulfilling the relevant conditions as per the Ministry's guideline vide Letter No. A-12023/15/2018-PE-I dated November 19, 2019. It may be noted that any changes as directed by the Ministry from time to time, will be made applicable.

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 for the post of DMD as per Annexure-I, may be submitted through "Online Application Portal (OAP)" of the Ministry of Shipping website <http://onlinevacancy.shipmin.nic.in> from **20.12.2021 to 31.01.2022**. All the applicants, after registering themselves in the portal, are required to apply for the post through OAP and thereafter, a print-out of the filled in application along with the following documents may be sent in an envelope, through their Administrative

Ports, superscripting "Application for the post of Director, Marine Department", so as to reach the Office of the Sr. Personnel Officer, SMP, Kolkata, 15 Strand Road, Kolkata-700001 on or before **15<sup>th</sup> February, 2022**.

- i) Certified copies of APARs for the last 5 years,(01.04.2016 to 31.03.2021) duly attested by officer not below the rank of Dy. HoD on each page.
- ii) A statement showing year-wise availability of APARs and grading duly signed by the Dy. Chairman/Chairman as per Ministry's letter dated 01.02.2007. If APAR for a particular year during the last 5 years is not available, "No Report Certificate" may be furnished along with APARs of the preceding years.
- iii) Attested copies of all the certificates in proof of educational qualification, present and past work experience in the respective post and pay scale.
- iv) No objection certificate from the respective Ports.
- v) Undertaking of the applicant to the effect that the candidature will not be withdrawn, if selected by the Service Selection Committee.
- vi) Vigilance and administrative clearance by the concerned Port **(Annexure-II)**.
- vii) Two Passport size photographs.

5. The Crucial date for determining the eligibility will be **01.04.2022**.

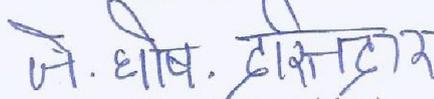
6. If any major or minor penalty has been imposed on the applicant during the last 10 years, the disciplinary case leading to such penalty along with necessary documents may be sent by the forwarding authority along with the application. Vigilance report is to be furnished in the format prescribed vide Ministry of Shipping's letter no. A-12022/10/2005-PE.I dated 27<sup>th</sup> August, 2010, copy of which is attached as **(Annexure-III)**.

7. As per the Ministry's guidelines 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 Port Trusts for a period of two years. Further, in case of receipt of advance copy of application in respect of any applicant by the Port, candidature of the said candidate shall not be considered by the Ministry if his / her application is not received through proper channel by the Port within 15 days of the last date of the receipt of the application i.e. on or before **15<sup>th</sup> February, 2022**.

8. Incomplete application or application received after the due date will not be considered.

Encl.:- As stated

Yours faithfully,

  
(J. Ghosh Dastidar)  
Sr. Personnel Officer (I/C).

Copy to the Under Secretary to the Govt. of India, Ministry of Ports, Shipping & Waterways, 1, Sansad Marg, New Delhi-110 001 for information please.

Encl.:- As stated

Copy to Managing Director, Indian Ports Association, 1<sup>st</sup> Floor, South Tower, NBCC Place, Bhishamo Pitamah Marg, Lodhi Road, New Delhi-110 003 for information please.

Encl.:- As stated.

Copy to GM (M&S), HDC for information. He is requested to circulate the vacancy and forward applications of eligible candidates of HDC, if any, please.

Encl.: As stated.

Copy to CHE for information. He is requested kindly to arrange for hoisting this vacancy circular on SMP, Kolkata's website.

Encl.: As stated.

**Recruitment Rules for the post of Director Marine Department of KDS, SMP Kolkata \***

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)	Educational 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
1	Director, Marine Department	1	Class-I (HOD)	Rs100000 - 260000/-  To be elevated to the scale of pay of Rs.120000-280000/-  (Pre-revised Rs. 51300-73000/-) after completion of 3 years regular service upon consideration by the	Selection	48  However in case of officers of any Major Port Trust, the age limit shall not exceed 55 years.	Essential:-  i) Certificate of competency as Master(FG) issued by MOS/ Dredge Master Grade-I or equivalent or 1 <sup>st</sup> Class MEO. ii) 15 years experience in the Marine service of a port of which at least 5 years in senior administrative	a) No.  b) Yes. Excepting serving officers with entry qualification prescribed for graduate entry scheme or with passing out certificates from 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	2	By absorption through composite method which by deputation and failing both by direct recruitment	For absorption by composite method :-  (i) Officers holding posts of Harbour Master (Port/River)/Supdt. Dredger & Despatch Service/ Engineer Supdt./ Chief Hydrographer in KDS or Manager (Marine Operations) in HDC in the scale of pay of Rs. Rs100000-260000/- (pre-revised Rs. 43200-66000/-) or equivalent	

				Competent Authority			position.	Mate(FG)/ Dredge Master Gr.II certificate will also be eligible.				posts in any Major Port Trust with 1 year's regular service in the Grade, <b>OR</b>  (ii) Officers holding posts of Harbour Master /Dy. DMD-I with scale of pay of Rs.90000- 240000/- (pre-revised Rs. 36,600- 62,000/-)with 2 years' regular service in the grade in any Major Port Trust will be eligible..  For deputation, officers holding the posts of Dy. Conservator and its equivalent post in the scale of pay of Rs100000- 260000/- (pre-revised Rs.43,200- 66,000/-) with one year regular service in the grade or officers holding the post of
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*Signature*



**ANNEXURE - II**

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 2016-2017 to 2020-2021 are enclosed.

Dated,

Signature of the forwarding authority  
along with office seal.



**ANNEXURE - III**

**PARTICULARS OF THE OFFICERS FOR WHOM VIGILANCE  
COMMENTS/CLEARANCE BEING SOUGHT**

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[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] (\*)
13. Whether the officer/official has submitted his/her annual immovable property return of the previous year as required under Rule 18 of CCS (Conduct) Rules, 1964 within the prescribed limit.

NB:- The applied post being Selection post at the level of Head of Department, the officer is CLEAR/NOT CLEAR (whichever applicable) from vigilance angle as per the guidelines of DoP&T / CVC issued from time to time.

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.

