

GOVERNMENT OF PUDUCHERRY
CHIEF SECRETARIAT (PORTS)

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27 AUG 2020

No: 175/Port/Estt/A2/2020-21

Puducherry, Dtd. /08/2020

To

- 1) All Secretaries to Central Government / State Government / Union Territories
- 2) All Chairman of all Major Ports Trusts University /Recognized Research Institution/
Public Sector Undertakings / Autonomous Bodies/ Statutory Organizations

Sub: Filling up of the post of Director (Ports) in Level-12 of Pay
Matrix (pre-revised Rs.15600-39100 + 7600(GP)) in the
Port Department, Puducherry on deputation basis – Reg.

*x*x*x*

Sir,

Applications are invited for filling up of the post of Director (Ports) - Group A Gazetted - Non-Ministerial in the Level -12 of the Pay Matrix (pre-revised Rs.15600-39100 + 7600(GP)) on deputation basis, from the eligible officers of the Central Government or State Government or Union Territories or Autonomous or Statutory Organizations or Public Sector Undertakings or University or Recognized Research Institution who are possessing the educational qualifications and experience prescribed for direct recruits as mentioned in the Recruitment Rules for the post of Director (Ports). A copy of the Recruitment Rules for the said post is enclosed as **Annexure – I.**

2. Eligible and willing officers, who satisfy the provisions of Recruitment Rules for the above mentioned post may apply in the prescribed application format enclosed as **Annexure – II** through proper channel along with the following documents and address to the Secretary to Govt. (Ports), Chief Secretariat, Puducherry – 605 001 so as to reach the same to the above addressee on or before 30-09-2020.

- i) Copies of APARS for the last 5 years attested by the 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-availability certificate.
- ii) Attested photocopies of all 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 organization.
- iv) Administrative clearance of the concerned organization, as per enclosed proforma (**Annexure – III**)
- v) Vigilance report is to be furnished in the format prescribed, vide Ministry of Shipping letter No.A-12022/10/2005-PE.I dated 27th August ,2010, copy of which is attached as **Annexure – IV.**
- vi) Undertaking of the applicants to the effect that candidature will not be withdrawn, if selected.
- vii) The veracity of the University Certificates and the recognition of the degree obtained by the applicant may be ensured and certified.
- viii) Two passport size photographs.

3. 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.

4. The crucial date for determining the qualification, experience, age etc. shall be the last date prescribed for receipt of the applications.

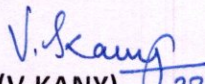
5. The Selection is by Merit for which the bench mark in overall grading in the Annual Confidential Reports will not be below "Very Good"

6. Port Department reserves the right to select or reject the candidature.

7. Period of deputation is not exceeding Four years.

8. Incomplete application or application received after the due date will not be considered. **The candidates who have applied in response to our Advertisement cited under reference above need not apply again.**

Yours faithfully,


(V.KANY) 20/8/2022 2/6

UNDER SECRETARY TO GOVT. (PORTS)

Encl. As stated

RECRUITMENT RULES FOR THE POST OF DIRECTOR (PORTS)

ANNEXURE - I

Name of the post	Number of posts	Classification	Pay in the Pay Matrix	Whether selection post or Non-selection post	Age limit for Direct recruits	Educational and other qualifications required for Direct recruits
1)	2)	3)	4)	5)	6)	7)
Director (Ports)	1 (2019) Subject to variation dependent on workload.	GCS Group A Gazetted Non-Ministerial	Level -12 in the Pay Matrix	Not applicable	Not exceeding 50 years (Relaxable for Government Servants up to 5 years in accordance with the instructions or orders issued by the Central Government). Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti Districts and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands or Lakshadweep)	Essential: (i) Certificate of Competency as Master (Foreign going) issued by Ministry of Shipping. (ii) 7 years experience as Chief Officer of foreign going ship. Note 1: Qualifications are relaxable at the discretion of Union Public Service Commission for reasons to be recorded in writing, in the case of candidates otherwise well qualified. Note 2: The qualification(s) regarding experience is relaxable at the discretion of the UPSC for reasons to be recorded in writing in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection, the Union Public Service Commission is of the opinion that sufficient number of candidates from these Communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of Probation if any	Method of recruitment Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	If a Departmental Promotion Committee exists, what is its composition?	Circumstances in which Union Public Service Commission is to be consulted in making recruitment
8)	9)	10)	11)	12)	13)
NA	1 year for direct recruits.	By Deputation (including short term contract) failing which, by direct recruitment.	Deputation (including short term contract) Officers of the Central Government or State Government or Union Territories or Autonomous or Statutory Organizations or Public Sector Undertakings or University or Recognized Research Institution. (A) (i) Holding analogous post on regular basis in the parent cadre / department; or (ii) with 5 years service in the grade rendered after appointment thereto on a regular basis in posts in Level 11 in the Pay Matrix or (B) possessing the educational qualifications and experience prescribed for direct recruits under column(7)	Group 'A' Departmental Confirmation Committee (for considering confirmation):- 1.Chief Secretary to Government of Puducherry - Chairman 2.Secretary to Government (Ports), Puducherry - Member 3.Secretary to Government (DP&AR), Puducherry - Member	Consultation with UPSC necessary for filling up of Post
			Note 1: Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization / department of the Central Governments shall ordinarily not exceed 4 years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.		

Application for the post of DIRECTOR (PORTS)
PROFORMA
(to be submitted in duplicate)

Affix duly attested
passport size recent
photograph here

1.	Name (in BLOCK LETTERS)	:	
2.	Father's / Husband Name	:	
3.	Date of Birth & Present age	:	
4.	Whether belong sot SC/ST/OBC/UR	:	
5.	Address for communication with Telephone / Mobile No.	:	
6.	Academic and Professional Qualifications Whether Educational and other qualifications required for the post are satisfied (in any qualification has been treated as equivalent to the one prescribed in rules, state the authority for the same) Qualifications/experience possessed by the applicant. (Self attested copies of the document to be enclosed)	:	
	Essential	:	(1) (2) (3)
	Desirable	:	(1) (2)

1.	Employment History and Experience in chronological order. Enclose a separate sheet, duly authenticated by your signature if space below is insufficient.	
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Sl. No.	Name of the Ministry/Dept./Govt. Organization/Autonomous Body / company / Corporation	Designation	Period		Scale of Pay and Basic Pay	Nature of duties
			From	To		

2.	Please mention details of appreciation / Outstanding work done, if any, which was duly recognized by the higher authority	
3.	Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient.	
4.	Remarks	

I, hereby, solemnly declare that all the statements made in the above proforma are are true and correct to the best of my knowledge.

(Signature of the Applicant)

Address:

Date:

Countersigned:

Employer

Certificate to be given by the Head of Office of

Shri / Smt.

Designation

- 1. It is certified that the particulars furnished by the Officer are correct and he /she is fulfilling the eligibility criteria.**
- 2. It is certified that no disciplinary / vigilance case is pending or contemplated against the applicant and that he/she is clear from the Vigilance and Administrative angle.**
- 3. His/ her integrity is certified.**
- 4. It is certified that no Major / Minor penalty has been imposed on the Officer during the last 10 years.**
- 5. Copies of APARs for the last 5 years from 2015-16 to 2020-21 are enclosed.**

Date

**Signature of the forwarding authority
along with office seal.**

ANNEXURE – IV**Particulars of the officer for whom Vigilance Comments / clearance is being sought****(To be furnished and signed by the CVO or HOD)**

1.	Name of 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)
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Sl. No.	Designation & Place of Posting	From	To

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 & Signature)

(*) if Vigilance clearance had been obtained from the Ministry / CVC in the past, the information may be provided for the period thereafter.