

VISAKHAPATNAM PORT TRUST
GENERAL ADMINISTRATION DEPARTMENT
(PERSONNEL DIVISION)

No.C1/Rect./PFOPR/2016

Dt.30.04.2016

Re-EMPLOYMENT NOTICE No:08/2016, dt.30.04.2016

INVITES

Applications from the eligible Indian Nationals for the following posts on Contract basis:

		No. of Posts
I.	Project Management	
	i) Chief Manager (Pay Scale Rs.36600 – 62000) Total Consolidated pay Rs.1, 10, 000/- (Approximately) per month	01
	ii) Senior Manager (Pay Scale Rs.32900 – 58000) Total Consolidated pay Rs.1, 00, 000/- (Approximately) per month	01
II.	Environment & Safety	
	i) Chief Manager (Pay Scale Rs.36600 – 62000) Total Consolidated pay Rs.1, 10, 000/- (Approximately) per month	01
	ii) Senior Manager (Safety) (Pay Scale Rs.32900 – 58000) Total Consolidated pay Rs.1, 00, 000/- (Approximately) per month	01
TOTAL:		04

The maximum age limit for all the above positions is 45 years.

Please refer attached Annexure-I, for (I) Qualification & Experience, Job Role/Profile, (II) Terms & Conditions and (III) Application Format, respectively.

Candidates should enclose two additional passport size photographs to the application.

The above Professional Functionaries will be engaged purely on contractual basis for a period of 3 years, extendable for another 2 years. In case, eligible internal Officers of the Port desire to offer themselves for such position their engagement shall also be on contractual basis on their selection subject to their resignation from Port service.

No retired officers or deputationists will be eligible to apply. The crucial date for determining eligibility criteria viz., educational qualification, experience, age etc., shall be as on 01.04.2016.

Only eligible applicants who fulfill the criteria of essential qualification, experience, age etc., prescribed for respective position shall only apply. Separate application shall be submitted for each position in case the candidate wish to apply for two or more category of posts.

The post qualification experience will be reckoned as experience for eligibility to the respective posts.

The Management reserves the right to cancel or make any changes in the number of vacancies, alteration/additions/deletions of any clause in the Terms and Conditions for any of the position (s) in the recruitment process, if need arises, without further notice and without assigning any reasons thereof.

Application received without relevant documents as mentioned in the Annexure-III and application received after the due date will be summarily rejected without further communication. The application should be addressed to the **Secretary, Administrative Office Building, Visakhapatnam Port Trust, Visakhapatnam – 530 035** superscribing on the envelope as “Application for the post of _____ on contract”. The last date for receipt of the application is dt. 23 -05 -2016.

For further details visit WWW.VIZAGPORT.COM (Useful information / careers section).

-sd/-
SECRETARY
VISAKHAPATNAM PORT TRUST

TERMS AND CONDITIONS

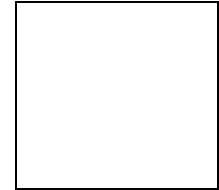
- 1) **Tenure of Engagement:** The tenure of engagement shall be for a period of 3 years, extendable for another 2 years.
- 2) **No. TA/DA** will be paid for appearing written examination.
- 3) Eligible candidates will be called for further process through SMS/e-mail/postal address given only.
- 4) Post Qualification experience is only reckoned as experience for eligibility.
- 5) The selection process will be 90% weightage for educational qualification and experience and 10% weightage for the interview. Further while short listing candidates for interview, the ratio shall be 1:3. The number of posts may increase or decrease based on requirements.
- 6) The candidates should clearly indicate the percentage of marks in the application form. If CGPA grading is mentioned in the mark sheet, the candidate shall be responsible for converting the said grading into accurate percentage as per the criteria adopted by the respective University/Institution.
- 7) Any update, corrigendum etc., of this advertisement will be hoisted in the Port's website only. Hence, candidates are requested to keep in regular watch to this Port's website, i.e., WWW.VIZAGPORT.COM (useful information / careers section).
- 8) Changes if any in the recruitment process will be hoisted in this Port's website and no separate communication is made to the individual applicant.
- 9) Canvassing in any form will disqualify the candidate and no correspondence shall be entertained.
- 10) **Termination:** If any situation arises to terminate the contract appointment, the Port reserves the right to terminate the contract appointment by giving one month's notice.

- 11) **Claim for permanent absorption:** The contract engagement shall not confer any right to lay claim to permanent absorption in the Port service against any post whatsoever.
- 12) VPT is not responsible for any printing error that might have inadvertently crept in.
- 13) Request for change of mailing address or e-mail address will not be entertained under any circumstances.
- 14) Court of jurisdiction for any dispute will be at Visakhapatnam only.
- 15) **Settlement of Disputes:** In the event of any dispute arising out of this contract, the interpretation and decision of the Chairman, VPT will be final and binding.

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Annexure – III

APPLICATION FORMAT



1	Name of the Post :
2	Notification No. and date :
3	Name of the Candidate :
4	Date of Birth : (Enclose attested copy of proof)
5	Nationality :
6	Qualification (Enclose attested copies of certificates) :

Sl. No.	Qualification (with Discipline / Branch)	Name of College/ University	Year of Passing	Marks secured	Percentage
(i)					
(ii)					
(iii)					
(iv)					

NOTE: In case of CGPA etc., system of grading , the candidate shall convert the CGPA etc., grading into equivalent percentage of marks and indicate in the above prescribed column accurately. Indicating wrong percentage will disqualify the candidature.

Cont.....

7	Experience in earlier posts held in the Chronological order as in below table (Enclose copies of proof)					
Sl. No.	Name of the Organisation with TAN Number	Post held	Scale of Pay	From	To	Nature of Duties
(i)						
(ii)						
(iii)						
8	Permanent Address :					
9	Address for communication with e-mail address and Telephone No. :					
10	Any other points, applicant wish to submit :					

DECLARATION.

I, Shri/Smt. _____ (name of the applicant) hereby declare that, the information furnished above are true and correct. I do hereby declare that I am not a retired employee and deputationist. In case, any information is found incorrect/false, I myself render liable for disqualification for the post applied for, apart from the necessary action as deemed fit.

Place:

Date:

Signature of the candidate

Job role, Profile of the incumbents of the new Department “ Corporate Development and Strategic Planning”

1.0 Project Management

1.1 Chief Manager: (Pay Scale: 36600 – 62000):

(A) Role & Responsibilities:

- ❖ Will perform wide range of duties including creation of a detailed work plan which identifies and sequences the activities needed to successfully complete the project.
- ❖ Determine the resources (time, money, equipment, etc.) required to complete the project.
- ❖ Develop a schedule for project completion that effectively allocates the resources to the activities.
- ❖ Responsible for Managing a team, Establishing goals & objectives, Managing performance & deliverables and Developing & Mentoring Staff.
- ❖ Will also plan, staff, implement and control the project.

(B) Essential Qualification & Experience:

(i) Qualification:

- ❖ Graduate degree in Civil / Mechanical Engineering from a recognized National / International University.

(ii) Experience:

- ❖ 10 years work experience in Planning and Project implementation.

(c) Desirable Qualification and Experience:

(i) Qualification:

- ❖ Post Graduate degree in Civil/Mechanical Engineering from a recognized National /International University.
- ❖ Post Graduate Diploma in Finance / Project Management.
- ❖ Post Graduate Diploma in Operations Research.

(ii) Experience:

- ❖ Experience in Port / Shipping Sector / Infrastructure.
- ❖ Should possess skills and ability in Project Management and proficiency in the use of computers.

1.2 Senior Manager: (Pay Scale: 32900 – 58000)

(A) Role & Responsibilities:

- ❖ Responsible for the implementation of all the projects
- ❖ Develop a schedule for project completion and effectively allocates the resources to the activities.
- ❖ Review the project schedule with senior management and all other staff that will be affected by the project activities.
- ❖ Determine the objectives and measures upon which the project will be evaluated at its completion.

(B) Essential Qualification & Experience:

(i) Qualification:

- ❖ Graduate degree in Civil / Mechanical Engineering from a recognized National / International University

(ii) Experience:

- ❖ 10 years work experience in Planning and Project implementation.

(C) Desirable Qualification and Experience

(i) Qualification:

- ❖ Post Graduate degree in Civil / Mechanical Engineering from a recognized National / International University.
- ❖ Post Graduate Diploma in Finance / Project Management
- ❖ Post Graduate Diploma in Operations Research

(ii) Experience:

- ❖ Experience in Port / Shipping Sector / Infrastructure
- ❖ Should possess skills and ability in Project Management and proficiency in the use of computers.

2.0 Environment and Safety:

2.1 Chief Manager: (Pay scale: 36600-62000)

(A) Role & Responsibilities:

- ❖ He will provide strategic vision & Plan in the implementation of various Environmental and Safety initiatives of the Port.
- ❖ Responsible for Managing a team, Establishing goals & objectives, Managing performance & Deliverables and Developing & Mentoring staff.
- ❖ Responsible for improving the Port's environmental compliance including implementation and management of various environmental and safety plans environmental projects permitting, sustainability and environmental policy development and implementation.
- ❖ Incumbent will also assist in the Management of Port's storm water waste water and air emissions permit compliance.

(B) Essential Qualification & Experience:

(i) Qualification:

- ❖ A Post Graduate Degree in Environmental sciences / Environmental Engineering or Environmental law from a recognised National / International University.

(ii) Experience:

- ❖ 10 years experience in Environmental Assessment / Regulations.

(C) Desirable Qualification and Experience:

(i) Qualification:

- ❖ Post Graduate Diploma in safety Engineering / Industrial Health.

(ii) Experience:

- ❖ Experience in Port / Shipping Sector / Infrastructure/Heavy Engineering.
- ❖ Must have broad knowledge in training and direct experience in interpreting and navigating environmental regulations and issues encompassing local, state and federal regulatory requirements and permit processes.

2.2 Senior Manager (Safety): (Pay scale: 32900-58000)

(A) Role & Responsibilities:

- ❖ Responsible for leading the effort to create and save environment for workmen.
- ❖ Also responsible and co-ordinate developing the safety manuals by all departs and adhere to them.

(B) Essential Qualification & Experience:

(i) Qualification:

- ❖ Post Graduate Degree in Safety Engineering (or) Equivalent from a recognised National / International University.

(ii) Experience:

- ❖ 7 years of work experience in Industrial / Marine Safety.

(C) Desirable Qualification and Experience:

(i) Qualification:

- ❖ Post Graduate Diploma in safety Engineering / Industrial Health.

(ii) Experience:

- ❖ Experience in Port / Shipping Sector / Infrastructure/Heavy Engineering.
