



**VISAKHAPATNAM PORT TRUST**  
**GENERAL ADMINISTRATION DEPARTMENT**  
**(PERSONNEL DIVISION)**  
*THE ONLY INDIAN PORT WITH ISO 9001, ISO 14001 & OHSAS 1800*

No. C1/Rect/SE (M)/CME/2021  
Dt.03.12.2021

To  
Chairman,  
All Major Port Trusts.

Sir,

Sub: Filling up of 02 (two) vacant (including one anticipated vacant post) posts of Supdt. Engineer (Mech) on scale of pay of Rs.60000-180000 in Mechanical & Electrical Engineering department of Visakhapatnam Port Trust on Deputation – Reg.

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02 (two) (including one anticipated vacant post) posts of Supdt. Engineer (Mech) on scale of pay of Rs.60000-180000 in M&EE department of Visakhapatnam Port Trust, are to be filled up by Deputation from the officers of Major Port Trusts fulfilling the eligibility criteria prescribed in the Recruitment Rules (enclosed).

Applications are therefore invited from the eligible and willing officers who satisfy the Recruitment Rule for the post of Supdt. Engineer (Mech) in the prescribed format enclosed.

The eligible and willing officers may therefore submit the applications in the prescribed format through proper channel along with the following documents may be forwarded to this Port Authority on or before **03.01.2022**.

- 1) Copies of ACRs duly attested by an Officer not below the rank of Deputy HOD on each of the page of the ACR of the applicant for the last five years (up to March, 2021). If ACR for a particular year/period is not available, the certificate to that effect may be attached and the ACR of the preceding years for similar No. of years should be enclosed with the certificate indicating the reasons for non-availability of ACRs.
- 2) Attested copies of all certificates, as a proof of educational qualification, qualifying service/experience in the respective feeder post & pay scale wise.
- 3) No Objection Certificate of the Heads of the respective Port /Organization.
- 4) Administrative clearance of the concerned port as per enclosed proforma.
- 5) Vigilance/Administrative clearance of the concerned Port in the prescribed proforma as per Ministry's letter No.A12022/10/205-PE-I, dt.27.08.2010, duly filled in all respects.
- 6) Two latest passport size photographs (to insert/attach in an envelope).
- 7) The crucial date for eligibility criteria for 01 (one) vacant post is the last date of receipt of application i.e. **03-01-2022** and for another post (anticipated vacancy), will be the date on which the vacancy is expected to arise i.e. **01.02.2022**.

If any major or minor penalty has been imposed on the applicant during the last 10 years, the details of the disciplinary case leading to such penalty along with necessary documents may be sent for forwarding to Government along with application.

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

The Port reserves the right to cancel or make any alteration in the recruitment process, if need arises, without further notice and without assigning any reason thereof, changes, if any will be notified in Port's website only.

Encl: As above.

Yours faithfully,

  
**SECRETARY**



**8. Educational Qualifications (Academic / Technical) :**

| <b>Educational Qualifications</b> | <b>Board / University</b> | <b>Year of Passing</b> | <b>Percentage of Marks</b> | <b>Elective Subject</b> |
|-----------------------------------|---------------------------|------------------------|----------------------------|-------------------------|
|                                   |                           |                        |                            |                         |
|                                   |                           |                        |                            |                         |
|                                   |                           |                        |                            |                         |
|                                   |                           |                        |                            |                         |
|                                   |                           |                        |                            |                         |

(Enclose copy of certificates)

**9. Experience.**

| <b>Name of the Organisation</b> | <b>Joining Date</b> | <b>Leaving Date</b> | <b>Duration</b> |          |          | <b>Designation</b> |
|---------------------------------|---------------------|---------------------|-----------------|----------|----------|--------------------|
|                                 |                     |                     | <b>Y</b>        | <b>M</b> | <b>D</b> |                    |
|                                 |                     |                     |                 |          |          |                    |
|                                 |                     |                     |                 |          |          |                    |
|                                 |                     |                     |                 |          |          |                    |
|                                 |                     |                     |                 |          |          |                    |
|                                 |                     |                     |                 |          |          |                    |
|                                 |                     |                     |                 |          |          |                    |
|                                 |                     |                     |                 |          |          |                    |

(Enclose copy of certificates)

**10. Name & Address of the Present Employer with contact No's (If any)**

**11. N O C submitted : YES / NO**

**12. VIGILANCE / ADMINISTRATIVE CLEARANCE : YES / NO**

I do hereby declare that having understood contents given in the Advertisement, I submit the application and the information furnished is true and in case any of my declaration and documents attached herewith found to be un-true / bogus and if I am unable to produce relevant documents in support of the eligibility condition within stipulated time, my candidature may be cancelled at any stage of recruitment process. In the event that the any wrong statement is detected / noticed even after my appointment, I here by agree that my services are liable to be terminated without notice.

Dt. . 2021

SIGNATURE

PROFORMA

1. Name of the Officer :
2. Date of Birth :
3. Present post held along with the details of earlier post held in chronological order. :
4. Whether belongs to SC/ST :
5. Present basic pay and pay scale of the post indicating detailed break-up of emoluments. :
6. Service to which the officer belong :
7. Educational qualifications :
8. Other qualifications :
9. Experience :
10. Date of retirement :
11. Address for communication with telephone number. :
12. Any other points he may desire to mention. :

Place:  
Date:

(SIGNATURE OF THE APPLICANT)

CERTIFICATE TO BE GIVEN BY HEAD OF OFFICE OF THE APPLICANT

1. It is certified that the particulars furnished by the 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 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 (In terms of Ministry's letter No.A-12022/10/05-PE-E dt.01.02.2007, If any Major or Minor penalty has been imposed on the applicant during the last 10 years, the details of the disciplinary case leading to such penalty along with necessary documents will have to be sent).
5. Attested copies of ACRs for the last five years are enclosed.

SIGNATURE OF THE HEAD OF THE OFFICE  
ALONG WITH THE OFFICE SEAL

VISAKHAPATNAM PORT TRUST

RECRUITMENT RULES FOR THE POST OF SUPD.T. ENGINEER (CLASS-I) POST IN M & E.E. DEPARTMENT / V.P.T.

| Sl. No. | Name of the post.   | No. of posts | Classification | Scale of pay (Rs.) | Whether selection of Non-selection | Whether the benefit of added years of service is admissible under Rule-30 of CCS (Pension Rules) 1972 | Upper age limit for direct recruit ment (In Years) | Educational and other qualifications prescribed for direct recruitment   | Whether A) Age B) Educational qualifications C) Experience for direct recruits will apply in the case 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  | 14      |
| 1.      | Superintending Engineer (Mech./Electrical/ Electronics & Communication) | 06           | Class-I        | 13,000-350-18,250  | Selection                          |   | 40 yrs   | <p><b>Essential:</b></p> <p>i). Degree or equivalent in Mechanical /Electrical / Electronics &amp; Communications Engg. from a recognized university / institution.</p> <p>ii). Nine years experience in relevant discipline in executive cadre in an Industrial / commercial / Govt. undertaking.</p> | <p>(a) : No</p> <p>(b): No, However a diploma in Engg. in the relevant discipline from a recognized university/ institution is essential</p> <p>(c): No</p> | 2 yrs.                         | By promotion failing which by absorption/ deputation failing both by direct recruitment.        | Promotion from Executive Engineer (Mechanical / Electrical / Electronics & Communications) in the scale of pay of Rs. 10,750-16,750 with 4 yrs regular service in the grade failing which Executive Engineer (Mechanical / Electrical / Electronics & Communications) in the scale of pay of Rs. 10,750-16,750 with 2 yrs regular service in the grade and a combined regular service of 9 yrs in the scales of pay of Rs. 10,750-16,750 and Rs. 9,100-15,100 in the respective discipline in the M&E Engineering Department.<br>Absorption/ deputation will be of officers holding analogous posts or the feeder post with 4 yrs regular service in the grade in a Major Port Trust. |         |

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