



VISAKHAPATNAM PORT TRUST
GENERAL ADMINISTRATION DEPARTMENT
(PERSONNEL DIVISION)

THE ONLY INDIAN PORT WITH ISO 9001, ISO 14001 & OHSAS 1800

No. C1/Rect/EXE (Civil)/2022
Dt.21.02.2022.

To
The Chairmen,
All Major Port Trusts

Sir,

Sub: Filling up of 04 (Four) vacant (including one anticipated vacant post) posts of Executive Engineer (Civil) on scale of pay of Rs.50000-160000 in Civil Engineering department of Visakhapatnam Port Trust on Absorption/Deputation basis – Reg.

04 (Four) vacant (including one anticipated vacant post) posts of Executive Engineer (Civil) on scale of pay of Rs.50000-160000 in Engineering department of Visakhapatnam Port Trust, are to be filled up by Absorption/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 Rules for the post of Executive Engineer (Civil) 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 to this Port Trust on or before **21.03.2022**.

- 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 Trust/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 03 vacant posts are the last date of receipt of applications i.e. **21.03.2022** and for another post (anticipated vacancy), will be the date on which the vacancy is expected to arise i.e. **01.03.2022**.

The selection is by merit for which overall grading in the ACRs/APARs will not be below "GOOD". The crucial date for eligibility criteria will be determined as on the last date of receipt of application.

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 along with application.

Incomplete applications or application received after the due date including application without enclosures 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.

Yours faithfully,


SECRETARY

Encl: As above.



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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 No. :
12. Any other points he may desire to mention :

Place:
Date :

(SIGNATURE OF THE APPLICANT)

CERTIFICATE BY HEAD OF OFFICE (COMPETENT AUTHORITY) 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.
5. Details of ACRs attached for the last 5 years (upto 2021).

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

FOR OFFICE USE

**DATE OF RECEIPT
OF APPLICATION**

**APPLICATION PROFORMA FOR APPLYING TO THE POST OF EXECUTIVE ENGINEER (CIVIL) ON
ABSORPTION/DEPUTATION BASIS IN VPT**

1. NAME (In English & Block Capitals)

Paste latest
photograph
With
Attestation.

2. DATE OF BIRTH (DD/MM/YYYY) Age (YY/MM)

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3. NATIONALITY/ RELIGION

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4. Father's NAME

5. Mailing Address for Correspondence

6. Category

Genl	
SC	
ST	
OBC	

5 (a) Permanent Mailing Address

Telephone No, Mobile No
& e-Mail ID

7. SEX: MALE / FEMALE

8. Educational Qualifications (Academic / Technical) :

Educational Qualifications	Board / University	Year of Passing	Percentage of Marks	Elective Subject

(Enclose copy of certificates)

9. Experience.

Name of the Organisation	Joining Date	Leaving Date	Duration			Designation
			Y	M	D	

(Enclose copy of certificates)

10. Name & Address of the Present Employer with contact No. (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. . 2022

SIGNATURE

VISAKHAPATNAM PORT TRUST

RECRUITMENT RULES FOR THE POST OF EXE(CIVIL) IN CIVIL ENGINEERING DEPARTMENT, VISAKHAPATNAM PORT TRUST

Sl. no.	Name of the post	No. of posts	Classification	Scale of pay (Rs)	Whether selection or 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 recruitment (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 or by promotion/absorption/deputation)	In case of promotion/deputation, grades from which it should be made	Remarks.
1.	Exe. Engineer (Civil)	09	CL-1	10750-300-16750	Selection	-	35	(i) Degree or equivalent in Civil Engineering from a recognized University / Institution. (ii) Five years experience in a Executive Cadre in Planning / Construction / Design/Maintenance preferably of Port and Marine Structure in an Industrial / Commercial / Govt. undertaking	(a) No (b) No however, a diploma in Civil Engg. from a Recognized university / Institution is essential. (c) No	2	By promotion failing which by absorption /deputation, failing both by Direct Recruitment.	Promotion from Asst. Executive Engineer (Civil) in the scale of pay of Rs.9100-15100 with 5 years regular service in the grade failing which Asst. Executive Engineer (Civil) in the scale of pay of Rs.9100-15100 with 2 years regular service in the grade and a combined regular service of 8 years in the scales of pay of Rs.9100-15100 and Rs.8600-14600 in the respective discipline of Civil Engineering Department. Absorption / deputation will be of officers holding analogous posts or feeder posts with experience as mentioned above in a Major Port	