



VISAKHAPATNAM PORT AUTHORITY
GENERAL ADMINISTRATION DEPARTMENT
(PERSONNEL DIVISION)

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

No.C1/Rect. /EXE (Civil)/ CE/2022 | 9280

Dt 01.07.2022.

Recruitment Notice

To
Chairmen,
All Major Port Authorities.

Sir,

Sub: Filling up of **05 (Five) vacant posts of Executive Engineer (Civil)** on scale of pay of Rs.50000-160000 in Civil Engineering department of Visakhapatnam Port Authority on Absorption/Deputation basis – Reg.

05 (Five) posts of Executive Engineer (Civil) on scale of pay of Rs.50000-160000 in Civil Engineering Department of Visakhapatnam Port Authority, 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, **at Annexure - I**

Applications are, therefore invited from the eligible and willing officers who satisfy the Recruitment Rule for the post of Executive Engineer (Civil) in the prescribed format enclosed, **at Annexure - II**

Application may be forwarded by the respective Port Authorities to the undersigned along with the following documents.

- 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 to determine the eligibility criteria for 05 (Five) vacant posts is 01.07.2022**
- 8) Undertaking of the applications to the effect that candidature will not be withdrawn, if selected.
- 9) Incomplete application or application received after the due date will not be considered.
- 10) **The last date for receipt of application duly completed, by the Port Authority is 29.07.2022.**

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 attached format as **at Annexure III**.

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

AYE (Cm) +
02 AYE
(Rys)

University/Institution.
Desirable
Two years experience in Executive cadre in Planning/Construction/Design Institutes (preferably Government/Industrial/Commercial/Agri. Institutes).

After 31st Dec. 2006. by Direct recruitment. 66.23% by promotion. 33.73%.

regular service in the grade where regular pay scale of Rs.9500-14600 in that discipline.

3103 GI/09-12

1	2	3	4	5	6	7	8	9	10	11	12	13	14
5	Exe Engineer (Civil)	09	C11	10750-300-16750	Selection		36						
5	Dy. Estate Manager	1	C11	13000-350-16250	Selection		40			2			

(i) Degree or equivalent in Civil Engineering in a recognized University / Institution.
(ii) Five years experience in a Executive Cadre in Planning / Construction / Design / Maintenance preferably at Port and Marine Structure in an Industrial / Commercial / Govt. undertaking.

(a) No.
(b) No. However a diploma in Civil Engineering from a recognized institution is essential.
(c) No.
(i) No. However diploma from a recognized institution is essential.
(ii) Essential. Degree with a Post Graduate Degree / Diploma in Architecture / Town and Country Planning or degree in Civil Engineering from a recognized University / Institution or corporate membership of Institution of Surveyor (Ind.).
(iii) Eleven years executive experience in Estate Management / valuation or Land Records in an Industrial / Commercial / Govt. Undertaking.
Desirable.
(iv) A degree in law from a Recognized University.

By promotion failing which by absorption / deputation failing both by direct recruitment.

Promotion from Sr. Asst. Estate Manager in the scale of Rs.10750-16750 with 4 years regular service in the grade failing which Sr. Assistant Estate Manager (*) in the scale of pay of Rs.10750-16750 with 2 years regular service in the grade and combined regular service of 9 years in scale of Rs.10750-16750 pay of Rs.9100-15100 in discipline of Sr. Assistant Estate Division off officers holding analogous posts or Sr. Asst. Estate Manager or equivalent posts in discipline of Estate Division in the Scale of pay of Rs.10750-16750 with 4 years regular service in grade in Major Port Trust.

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INDIAN : Khasi & Jaintia



**VISAKHAPATNAM PORT AUTHORITY
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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

- 01 It is certified that the particulars furnished by the Officer are correct.
- 02 It is certified that no disciplinary / vigilance case is pending or contemplated against the applicant and he / she is clear from the Vigilance angle.
- 03 His / her integrity is certified.
- 04 It is certified that no major / minor penalties have been imposed on the officer during the last 10 years.
- 05 Details of ACRs attached for the last 5 years.

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

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 :
2. Father's Name :
3. Date of Birth :
4. Date of Retirement :
5. Date of Entry in to Service :
6. Service to which the Officer belongs including batch/year Cadre etc., where applicable. :
7. Positions held (During the ten preceding years) :

Sl. No	Organization (Name in full)	Designation & Place of Posting	Administrative / nodal Ministry / Department concerned (in case of officers of PSU ect.	From	To

8. Whether the officer has been placed on the "Agreed list" or "List of officers on doubtful integrity" (if yes, details to be given) :
9. Whether the 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 Chargesheet 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 the CCS (Conduct) Rules, 1964 within the prescribed limit :
14. Details of complaint pending against the Officer as on date.

Date

CHIEF VIGILANCE OFFICER

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

FOR OFFICE USE

DATE OF RECEIPT OF APPLICATION

APPLICATION PROFORMA FOR APPLYING TO THE POST OF EXECUTIVE ENGINEER (CIVIL) ON DEPUTATION BASIS IN VPA

1. NAME (In English & Block Capitals)

Paste latest photograph With Attestation.

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

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Age (YY/MM)
(as on 01.07.2022)

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3. NATIONALITY/ RELIGION

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4. Father's NAME

5. Mailing Address for Correspondence

											P	I	N							

6. Category

Genl	
SC	
ST	
OBC	

5 (a) Permanent Mailing Address

											P	I	N							

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