

VISAKHAPATNAM PORT AUTHORITY
GENERAL ADMINISTRATION DEPARTMENT
(PERSONNEL DIVISION)

EMPLOYMENT NOTICE No. C2/03/2022, Dated : 08-07-2022

Visakhapatnam Port Authority requires engagement of Business Development Officers (BDOs) for Business Development and Trade Promotion to work in Traffic Department, on contract basis, initially for a period of one year on the terms and conditions specified for engagement of BDOs on payment of consolidated monthly remuneration as follows:

Post	Qualifications	Age	Remuneration (consolidated)	Number of Posts
Business Development Officer	Essential Educational Qualifications: M.B.A (Marketing/Port & Shipping/International Transport & Logistics etc., related to Port Business Development) from recognized University / Institution. Experience: Minimum 3 (three) years working as Executive in Public Sector / Private Sector / Shipping Industry in Marketing / Business Development.	35 Years (Should not exceed 35 years as on the date of notification. Born after 08.07.1987)	Rs. 60,000/- (per month)	Two (2)

Capabilities:


- Should have subject knowledge on Logistics as well as hands-on working experience in the Logistics sector preferably in Port, Shipping and Railways.
- Should have excellent communication skills, especially in English, Hindi, Telugu etc and should be adept in operating computers & MS office.
- Should be adept in preparing PPTs and should possess good analytic skills for data analysis etc.,
- Should have qualities for maintaining good Industrial / Trade and Public relations.
- Should be young, dynamic, energetic go getter and ready to travel throughout the country, etc., on call / short nature.

Applications are invited from the interested eligible candidates to submit their candidature as in the Model Application Format (Annexure-I) along with Photocopies of all certificates in support of educational qualification & experience **on or before 12-08-2022** to the following address :

Address: SECRETARY
1st Floor, Administrative Office Building
Visakhapatnam Port Authority.
Visakhapatnam-530035.

Canvassing any form will be a disqualification and VPT reserve the right either to cancel the notification or increase or decrease number of posts including device in its own method in selecting the candidates. Mere submission of application is not a right to call for selection / interview. Only eligible candidates recommended by the certificate verification committee will only be considered.

For further details, visit Port Website i.e. www.vizagport.com


SECRETARY
VISAKHAPATNAM PORT AUTHORITY

MODEL APPLICATION FORMAT**FOR THE POST OF BUSINESS DEVELOPMENT OFFICER (ON CONTRACT BASIS)
IN VPA IN RESPONSE TO NOTIFICATION NO. C2/03/2022 Dt. 08.07.2022**

Paste Recent
Passport size
Photo

1	Name of the Candidate:					
2.	Father Name :					
3	Date of Birth: (As on 8.7.2022) (Enclose attested copy of proof)					
4	Nationality & Caste:					
5	Educational Qualifications: (Enclose attested copies of certificates)					
6	Educational Qualification	Name of College/ University	Year of passing	Discipline /Branch / Specialization / Elective Subjects	Marks secured	Percentage
(i)						
(ii)						
(iii)						
(iv)						
Note: In case of CGPC 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.						
7.	Experience: (Enclose copies of proof):					
	Name of the Organization	Post held	From	to	Nature of duties	Salary Drawn Per month.
(i)						
(ii)						
(iii)						
(iv)						
8.	Permanent Address:					
9.	Address for Communication With e-mail address and Telephone No.					
10.	Any other points, applicant to submit					
11.	Languages known:					

DECLARATION

I, Shri/Smt. _____ (name of the applicant) hereby declare that, the information furnished above are true and correct. 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:

SIGNATURE OF THE CANDIDATE

Date:

**VISAKHAPATNAM PORT AUTHORITY
GENERAL ADMINISTRATIVE DEPARTMENT
(PERSONNEL DIVISION)**

**TERMS & CONDITIONS APPLICABLE TO THE BUSINESS DEVELOPMENT OFFICER
ENGAGED PURELY ON CONTRACT BASIS ON PAYMENT OF CONSOLIDATED REMUNERATION IN
VISAKHAPATNAM PORT TRUST AUTHORITY**

01. The Business Development Officer should work in Visakhapatnam Port Authority under the Administrative control of Traffic Manager (HoD) of Traffic Department/VPA.
02. He /She will be posted in Traffic Department and should attend on all working days. He /She should attend the works entrusted by the Traffic Manager/Sr. DTMs.
03. He /She will be paid a consolidated payment of Rs.60,000/- (Rupees Sixty Thousand only) per month.
04. Income Tax as applicable will be recovered from the consolidated remuneration as per the extant I.T rules.
05. He /She will be eligible for 12 days Leave in One Year on pro-rata basis. Prior permission should be obtained from the Competent Authority. In the event of absence, the remuneration will be paid on pro-rata basis, for actual days of working.
06. He /She will not be entitled to any benefits except the consolidated remuneration prescribed.
07. He /She is forbidden from receiving any remuneration or reward from the Shipping Agencies/Stevedores, Clearing & Forwarding agents etc., and its staff for professional services rendered in his /her official capacity.
08. His /Her services are terminable with one month notice on either side or one month consolidated monthly pay in lieu of such notice without assigning any reason. VPT has got every right to rescind the contract at any time without assigning any reason.
09. This temporary engagement is strictly on contract basis for a period of one year only which does not confer any right for claiming any regular appointment for any post in the Port Authority, in future. The continuation during the period is also subject to review of his/her performance.
10. The terms of appointment of BDO initially is for a period of one year from the date of taking up the appointment. However, in case of necessity, at the sole discretion of VPA may continue for a further period on terms and conditions that may be indicated by the Port.
11. He /She will maintain absolute integrity and devotion to duty and will be liable for penal action for misconduct or causing loss to Port property out of neglect or fault attributed to him/ her during the period of his/ her contract engagement. No commercial information pertaining to VPA should be shared with any individual or organization without prior knowledge of the competent authority. Otherwise, they are liable for action.
12. The BDO should make his/ her own arrangement of transport for attending and leaving the office.
13. He /She will attend to any another work allotted by the TM/Sr.DTM from time to time.

14. He /She has to devote his/ her whole time and attention to the interest of the Organization and will not engage himself/ herself to any other work either paid or in honorary capacity. Any refusal to carry out any acts without sufficient reasons will be liable for action by the Port as ordered by the Competent Authority.
15. Any other conditions which may be required will be included/ incorporated in addition to these by VPA by serving a notice to the BDO to meet the requirements of exigencies during the contract period.
16. For any dispute arising out of and during the contract period between VPA & BDO, the same shall be referred to Chairman/VPA, whose decision shall be final and cannot be questioned by the BDO.
17. The VPE (Temporary Service) Regulations, 1991 with effect from 26.07.1991 shall not apply to employees engaged on contract, as per para-3 of the said Regulation.

SECRETARY
VISAKHAPATNMA PORT AUTHORITY