



VISAKHAPATNAM PORT TRUST  
GENERAL ADMINISTRATION DEPARTMENT  
(PERSONNEL DIVISION)

ISO-9001

ISO-14001

OHSAS-18001

No. C2/Rect/FA&CAO/2019 /60  
Dt. 04.01.2019

To

*The Chairmen  
All Major ports  
2  
Other Govt. organisations*

Sir,

Sub: Filling up of the post of FA&CAO (HoD) on scale of pay of Rs.51300 - 73000 of Visakhapatnam Port Trust by Deputation – Reg.

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The post of FA&CAO on scale of pay of Rs.51300-73000 in the rank of Head of Department, in Visakhapatnam Port Trust, is to be filled up by Deputation method from Officers holding analogous posts or Officers holding posts of FA & CAO and equivalent posts in the Finance Dept., in the scale of pay of Rs.18500-23900 (revised scale of pay of Rs.43200-66000) with 2 years regular service in the grade or Officers holding posts of Sr. Dy. Chief Accounts Officer and equivalent posts in the Finance Dept., in the scale of pay of Rs.16000-20800 (revised scale of pay of Rs.32900-58000) and above with 5 years regular service in the grade in Govt. /Semi Govt./PSUs or Autonomous bodies will be eligible. The selection is by merit for which the bench mark in the overall grading in the ACRs will not be below "Very Good" as per the Recruitment Rule (enclosed).

The names of the eligible and willing officers, who satisfy the provisions in the approved Recruitment Rules for the post of FA&CAO, may be forwarded together with their applications in the prescribed format (enclosed) along with the following documents to this Port Trust on or before 22.02.2019.

- 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, 2018). If ACR for a particular year/period is not available, the certificate to that effect may be attached.
- 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 respective Port Trust/Organization.
- 4) An Undertaking of the applicant not to withdraw, if selected.
- 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.
- 6) The Port official, who withdraws his candidature for the post after his selection by the Service Selection Committee, will be liable for debarment from future selection to HOD level posts in all Major Port Trusts for a period of three years.

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