



VISAKHAPATNAM PORT TRUST
PERSONNEL GENERAL ADMINISTRATION DEPARTMENT
(PERSONNEL DIVISION)

ISO-9001

ISO-14001

OHSAS-18001

No. C2/Rect./FA & CAO/2019/ *245*
Dt. *22*04.2019.

To

*The chairmen,
All Major Port Trusts*

Sir,

Sub: Filling up of the post of Financial Advisor & Chief Accounts Officer (FA & CAO) (HoD) on scale of pay of Rs.51300 - 73000 of Visakhapatnam Port Trust under Composite method of Recruitment – Reg.

The post of Financial Advisor & Chief Accounts Officer (FA & CAO) (HoD) 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 absorption through composite method, Officers holding analogous posts or in the posts of FA & CAO in category-II Ports with 2 years regular service in the grade or Officers holding posts in the scale of pay of Rs.17500-22300 (revised scale of pay of Rs.36600-62000) with four years regular service in the grade or Officers holding posts in the scale of pay of Rs.16000-20800 (revised scale of pay of Rs.32900-58000) with 5 years regular service in the grade in the Finance Dept., of a Major Port Trust will be eligible, as per the Recruitment Rules (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 07.06.2019.

- 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, 2019). If ACR for a particular year/period is not available, the no report certificate to that effect may be attached along with the ACR of the preceding year.
- 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.

(Continued)