

No. 49/75/2011-6SII
GOVERNMENT OF HARYANA
CHIEF SECRETARY'S OFFICE
PERSONNEL DEPARTMENT

Dated, Chandigarh, the nd 02 September, 2011.

To

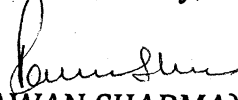
As per list enclosed.

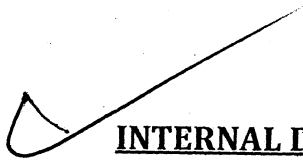
Subject: Filling up of the post of Deputy Director of Shipping Services, in the Directorate of Shipping Services under the Andaman and Nicobar Administration – Regarding.

Madam/ Sir,

I am directed to refer to the subject cited above and to enclose a copy of letter No. 48-178/2008-TR, dated 14th July, 2011 received from Andaman and Nicobar Administration, Secretariat, Port Blair on the subject noted above and to request that in case you are willing to be considered for the post mentioned in the above subject you may kindly send three copies of your bio-data to the Personnel Department (Services Branch-II) at the earliest.

Yours faithfully,


(PAWAN SHARMA)
Superintendent Services-II.

 **INTERNAL DISTRIBUTION**
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LIST

Sr.No.	Name of the Officer S/Shri/Smt.	Present Posting
1.	Mandeep Kaur, HCS	Additional Director(Admn.), Secondary Education
2.	Pratima Chaudhry, HCS	CEO, Shivalik Development Agency, Ambala and Joint Controller, Civil Defence, Ambala
3.	Sat Pal, HCS	SDO(C), Hodal
4.	Veena Hooda, HCS	Joint Commissioner, M.C.,NIT, Gurgaon
5.	Surender Singh, HCS	Secretary, RTA, Sonapat and Secretary,RTA, Panipat
6.	Jagdeep (Dhanda), HCS	Joint Transport Commissioner, Haryana
7.	Sarita Malik, HCS	Joint Director-cum-Under Secretary, Women & Child Development Department
8.	Kamlesh Kumar, HCS	Joint Transport Commissioner, Haryana
9.	Munish Nagpal, HCS	Sub Divisional Officer(Civil), Dabwali
10.	Kuldhir Singh, HCS	Joint Director (Admn.)Industrial Training, Hr.
11.	Vatsal Vashisht, HCS	SDO (C) Pataudi.
12.	Jag Niwas, HCS	SDO(C), Sonapat and E.O., HUDA, Sonapat
13.	Ranjit Kaur, HCS	City Magistrate, Rewari
14.	Mahabir Parsad, HCS	Secretary, RTA, Hisar & Secretary, RTA, Rohtak
15.	Mahender Pal, HCS	SDO (C) Mahendergarh.
16.	Mukesh Kumar, HCS	Estate Officer,HUDA-II, Gurgaon
17.	Devinder Kaushik, HCS	SDO (C), Jagadhri and E.O. HUDA, Jagadhri
18.	Hawa Singh, HCS	SDO (C), Kaithal, E.O.HUDA, Kaithal and M.D. Coop. Sugar Mills, Kaithal
19.	Sat Pal Sharma, HCS	Joint Director(Admn.),Sports,Haryana
20.	Surjit Singh, HCS	CTM, Mahendragarh
21.	Ram Kumar Beniwal, HCS	CTM, Sonapat
22.	Prem Chand Gangle, HCS	SDO(C), Barara.
23.	Satbir Singh Jangu, HCS	SDO (C), Tosham
24.	Narinder Singh Yadav, HCS	Estate Officer,HUDA-I, Gurgaon
25.	Ashwani Maingi, HCS	SDO (C), Bilaspur
26.	Amar Deep Singh, HCS	City Magistrate, Palwal
27.	Satbir Singh Kundu, HCS	SDO(Civil), Thanesar and E.O.HUDA,. Kurukshetra
28.	Ashwani Kumar-II, HCS	EO, HUDA, Panchkula and LAO, Urban Estate, Panchkula.
29.	Sanjay Rai, HCS	Joint Director(Admn.),PGI, Rohtak and SDO (C), Beri.
30.	Bir Singh Kalirawana, HCS	Estate Officer, HUDA, Faridabad and LAO, Urban Estate, Faridabad.
31.	Satbir Singh Lohchab, HCS	SDO (C), Loharu
32.	Subhash Sheoran, HCS	SDO(C),Barwala
33.	O.P.Sharma, HCS	SDO(C), Naraingarh
34.	Sushil Kumar, HCS	SDO(C), Shahabad.
35.	Amardeep Jain, HCS	SDO (C), Hisar, EO,HUDA, Hisar and Secretary to Mr.Juistice T.P.Garg(Retd.) Inquiry Commission.
36.	Om Parkash, HCS	General Manager,Haryana Roadways, Hisar
37.	Rajiv Ahalwat, HCS	SDO (C), Meham and M.D. Coop.Sugar Mills, Meham
38.	Vikram Singh Malik, HCS	Secretary, RTA, Karnal and Secretary,RTA, Kurukshetra
39.	Suresh Kumar (Kaswan)	City Magistrate, Sirsa
40.	Partap Singh, HCS	Under Secretary, Health
41.	Bir Singh, HCS	M.D.Coop.Sugar Mills, Rohtak
42.	D.R.Kairon, HCS	Secretary,Housing Board, Haryana
43.	Umed Singh Mohan, HCS	Sub Divisional Officer(Civil),Safidon
44.	Parvesh Kumar, HCS	Joint Labour Commissioner(Admn.)Haryana Joint Director,ESI Health Centre,Haryana and Joint Director(Admn.) Ayurveda,Haryana

45.	Ashok Kumar, HCS	City Magistrate, Kurukshetra and CEO, Kurukshetra Development Board, Kurukshetra
46.	Virender Singh Sehrawat, HCS	City Magistrate, Hisar.
47.	Ashima Sangwan, HCS	City Magistrate, Rohtak
48.	Satyender Duhan, HCS	SDO (C), Gurgaon-I
49.	Manita Malik, HCS	SDO(C), Kalka
50.	Satbir Singh, HCS	City Magistrate, Yamunanagar.
51.	Vandana Disodia, HCS	City Magistrate, Panchkula
52.	Subhita Dhaka, HCS	City Magistrate, Panipat and E.O. HUDA, Panipat
53.	Jaideep Kumar, HCS	Sub Divisional Officer (Civil), Kosli
54.	Samwartak Khangwal, HCS	Secretary, HUDA, Panchkula.
55.	Satyawan, HCS	SDO(C, Gohana & MD Coop Sugar Mills Gohana
56.	Anurag Dhalia, HCS	Joint Director (Admn. & Mid-day Meals, Primary Education, Haryana and Under Secretary, Primary Education.
57.	Balraj Jakhar, HCS	City Magistrate, Mewat
58.	Manjeet Singh, HCS	Managing Director, Cooperative Sugar Mills, Panipat
59.	Subhash Chander Gaba, HCS	SDO (C), Hansi
60.	Sant Lal Pachar, HCS	Secretary, RTA, Sirsa and Fatehabad
61.	Subhash Chander Sihag, HCS	City Magistrate, Jind
62.	Satish Kumar Jain, HCS	SDO (C), Panipat
63.	Yogesh Kumar Mehta, HCS	SDO (C), Tohana
64.	Baljeet Singh, HCS	SDO(C), Fatehabad and GM, Haryana Roadways, Fatehabad.
65.	Virender Singh, HCS	Secretary, RTA, Mewat & Secretary, RTA, Palwal
66.	Devi Lal Sihag, HCS	Joint Director (Admn.), Agriculture, Haryana
67.	Suresh Kumar Chahal, HCS	SDO (C), Nuh
68.	Prithvi Singh, HCS	City Magistrate, Fatehabad
69.	Naveen Kumar Ahuja, HCS	City Magistrate, Kaithal

- 1) Officers not below the rank of Lieutenant in the Indian Navy having sea or command experience

OR

- 2) Officer working under the Central/States Govts./U.Ts/Public Sector Undertaking/Statutory Bodies and Autonomous Organization

(A)(i) holding analogous posts on regular basis in the parent cadre; or

(ii) with five years service in the grade rendered after appointment thereto on regular basis in the Scale of Pay of ₹ 9300-34800 with Grade Pay of ₹ 5400 in PB-2 or equivalent in parent cadre/department; or

(iii) with six years regular service in the grade rendered after appointment thereto on regular basis in the Scale of Pay of ₹ 9300-34800 with Grade Pay of ₹ 4800 in PB-2 or equivalent in parent cadre/department; or

(iv) with seven years service in the grade rendered after appointment thereto on regular basis in the Scale of Pay of ₹ 9300-34800 with Grade Pay of ₹ 4600 in PB-2 or equivalent in parent cadre/department; and

(B) Possessing the following qualification and experience:

Essential:

- (i) Degree of a recognized University.
- (ii) Five years Administrative experience, out of which, three years should be in operation on Mainland/Inter Island Shipping Services

(The departmental Manager(ISM) in the Scale of Pay of ₹ 9300-34800 with Grade Pay of ₹ 4600 in PB-2 with seven (07) years regular service in the grade will also be considered alongwith outsiders and in case he/she is selected for appointment to the post, the same shall be deemed to have been filled by promotion).

Note: For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1.1.2006/the date from which the revised pay structure based on the 6th CPC recommendations has been extended, shall be deemed to be service rendered in the corresponding pay/pay scale extended based on the recommendations of the Pay Commission.

(The Departmental Officers in the feeder category who are in direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion).

(Period of Deputation/Contract including period of Deputation/Contract in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Govt. shall ordinarily not to exceed four years. The maximum age limit for appointment by

Deputation(ISTC) shall be not exceeding 56 years, as on the closing date or receipt of applications).

Note: For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1.1.2006 (the date from which the revised pay structure based on the 6th CPC recommendation has been extended) shall be deemed to be service rendered in the corresponding grade/pay/pay scale extended based on the recommendation of the pay commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay/pay scale, and where this benefit will extend only for the post(s) for which that Grade Pay/Pay Scale is the normal replacement grade without any up-gradation.

The terms and conditions of appointment are as follows:-

- (a) In addition to the pay, the selected officer will be entitled to Dearness Allowance admissible to Government servants of his category.
- (b) Special Compensatory Allowance as admissible under the rules.
- (c) Rent free unfurnished accommodation (for mainland candidates) subject to general review from time to time or House Rent Allowance in lieu thereof.
- (d) Free Sea Passage as admissible under the rules.
- (e) Leave Travel Concession as admissible under the rules.
- (f) Deputation Allowance as admissible under the rules.
- (g) Tenure - maximum four years.
- (h) In respect of matters not specified above, the selected officer shall be governed by rules and orders in force from time to time in respect of Government servants of his category serving under the A&N Administration.

The brief duties and responsibilities attached to the post are as under:-

- (i) Management of the fleet owned by the Directorate of Shipping Service.
- (ii) Responsible for operation/maintenance/repair of all vessels/mot launches, barges, pontoon etc.
- (iii) Submission of proposal for procurement of stores for vessels and motor launches etc.
- (iv) Proper management of Inter-island, Foreshore and Harbour Ferry services including ticketing.
- (v) Arrangement for berthing of mainland and inter island bound vessels.
- (vi) Management of Afloat Operational Establishment.
- (vii) Allocation of duties and control of work of staff of Afloat (Operational) establishment.
- (viii) To function as Chairman of Disciplinary Committee for mainland, inter island and foreshore sectors article crew.

- (ix) Liaison with Navy/Police/Coast Guard/Fire Brigade for operational requirements.
- (x) Representing the Directorate in different forums in the Administration and other levels.
- (xi) Any other duties as assigned by higher authorities.

It is requested that the post may be circulated amongst the eligible officers working under your control and the applications, alongwith the Curriculum Vitae (CV), in the enclosed proforma, of those Officers who could be spared in the event of their selection, duly countersigned by the present employer, alongwith the CR dossiers containing the ACR for the last five (05) years duly attested by a Group 'A' officer in case of Xerox copies, Vigilance Clearance, Integrity Certificate and major/minor penalty statement forwarded to the Principal Secretary (Shipping), A&N Administration, Secretariat, Port Blair - 744 101 within 45 days from the date of publication of the vacancy notice in the Employment News. Applications of those officers against whom disciplinary/vigilance cases are pending or contemplated need not be forwarded. Incomplete applications, applications received after the due date and the applications not accompanied by the above documents will not be entertained.

Yours faithfully,

(Abdul Hasnain)
Assistant Secretary (Shipping)

Copy forwarded to:-

01. The General Manager-cum-Chief Editor, Employment News, East Block-IV, Level-7, R.K. Puram, New Delhi - 110 016 with the request that the above vacancy may please be published in the next edition of Employment News and forward a copy of the same to the Administration. The bill, in triplicate, towards the advertisement charges may be raised on the Principal Secretary (Shipping), A&N Administration, Port Blair - 744 101 for arranging payment.
02. The Secretary, Union Public Service Commission, Dholpur House, Shahjahan Road, New Delhi - 110 0069.
03. The Director of Shipping Services, A&N Islands, Port Blair.
04. The Officer-in-Charge(I&P), Directorate of Information, Publicity & Tourism, Port Blair with the request that the above vacancy may please be got published in the Daily Telegram/local dailies for two consecutive days.
05. The Manager, Government Press, Port Blair for necessary action.

Assistant Secretary (Shipping)

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01	Name and Address (in Block letters)				
02	Date of Birth (in Christian era)				
03	Date of retirement under Central/State Government Rules				
04	Educational Qualifications				
05	Whether Educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to one prescribed in the Rules, state the authority for the same)		Qualifications/ Experience required	Qualifications/experience possessed by the officer	
	Essential		(1) (2) (3)		
	Desired		(1) (2)		
06	Please state clearly whether in the light of entries made by you above, you meet the requirement of the post				
07	Details of employment in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.				
Office/ institution	Post held	From	To	Scale of pay and Basic pay	Nature of duties (in detail)
08	Nature of present employment i.e. Ad-hoc or Temporary or Quasi- Permanent or Permanent				
09	In case the present employment is held on deputation/contract basis, please state:- (a) The date of initial appointment (b) Period of appointment on deputation/contract (c) Name of the parent office/organization to which you belong				

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10	<p>Additional details about present employment Please state whether working under (indicate the name of your employer against the relevant column)</p> <p>a) Central Government b) State Government c) Autonomous Organization d) Govt. Undertaking e) Universities f) Others</p>	
11.	Please state whether you are working in the same department and are in the feeder grade or feeder to feeder grade	
12	Are you in revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.	
13.	Total emoluments per month now drawn	
14.	<p>Additional information, if any, which you would like to mention in support of your suitability for the post.</p> <p>(This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the vacancy circular/ advertisement).</p> <p>(Note: Enclose a separate sheet if the space is insufficient).</p>	
15.	Please state whether you are applying for deputation (ISTC)/ Absorption/ Re-employment basis. (Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government Organizations are eligible only for Short Term Contract)	
16.	Whether belongs to SC/ST	
17.	Remarks (The candidates may indicate information with regard to (i) Research publications and reports and special projects (ii) Award/Scholarship/Official	

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	Appreciation (iii) Affiliation with the professional bodies/institutions/societies and (iv) any other information). (Note: Enclose a separate sheet if the space is insufficient)	
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I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Date:

Signature of the Candidate
Address.....

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Countersigned
(Employer with Seal)