V.O.CHIDAMBARANAR PORT TRUST

General Administration Department



SAGARMALA

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Certified under ISO 9001:2008

Certified under ISO 14001: 2004 & ISPS Compliant Port

9 CS No. S-4/1/2017-E.I/D. 1507

Dated: 44 -4-2017

1-17 TO

The Secretaries,
All Major Port Trusts/
All public Sector Undertakings
Under Govt.of India.

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Ail Central Govt.Organisations/ Semi Government/Autonomous Bodies, Chief Secretaries of all States.

Sub: Filling up of the post of Assistant Secretary Grade I (Class I) in the Scale of pay of Rs.20600-46500 in V.O.Chidambaranar Port Trust on deputation basis - reg.

Sir,

Applications are invited for filling up of the post of Assistant Secretary Grade I in V.O.Chidambaranar Port Trust in the Class I scale of pay of Rs.20600-46500 Dra revised: Rs.2100-15100) on deputation basis. from eligible Officers of major Port Trusts, Central Government, Autonomous Bodies, State Government, Public Sector Undertakings, who possess the prescribed qualifications, experience and satisfy other conditions as mentioned in the Recruitment Rules for the post of Assistant Secretary Grade I (Annexure I). It has been proposed to amend the Recruitment Rules for providing appointment by deputation.

2. The application format (Annexure - II) may be downloaded from the Port's Website. Application, as per the prescribed Proforma, received from the Officers, who satisfy the Recruitment Rules, may be forwarded along with the following documents, to the undersigned on or before 15-5-2017:-

(a) Photo copy of ACRs of the applicant for the last five years duly Attested (not below the rank of Deputy HOD on each page).(b) Photo copy of all educational qualification Certificates duly Attested.

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- (c)No objection Certificates of respective Organization.
- (d) Undertaking of the applicant not to withdraw, if selected.
- (e) To ensure the veracity of the University certificates, the recognition of the Degree certificates obtained by the candidates, Genuineness of Caste Certificates and Vigilance clearance in the Prescribed form as per Ministry's letter No.A-12022/10/2005-PEI, Dated 27.8.2010 (Annexure III)
- (f) Certificate to be given by the Head of Office as prescribed in the Application along with Vigilance Clearance (Annexure IV & V).
- (g) Three copies of recent colour passport size photographs.
- 3. Normal period of deputation is three years. The Terms & Conditions of Deputation is enclosed (Annexure VI)

Yours (aithfully

Encl: (a) Proforma (Bio-Data)

- (b) Copy of Recruitment Rule
- (c) Vigilance Clearance
- (d) Certificate to be issued by Head of Organization.
- (e) Terms and conditions of Deputation.

Copy to:

- (1) Senior Deputy Director, EDP for publishing in the Port's Web site.
- (2) Notice Board.

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Name of the	Number of Post	Classi- fication	Scaler of Pay (Ru)	Whether selection by merit	Age limit for direct	benefit of added years of	Educational and other quantities of the state of the stat
), .v.	Selection- cum- seniority	re- cruits	admissible under Rule 30 of the Central Civil Services	And the state of t
	(2)	(5)	(4)	per Non- selection post	ത	(l'ension) Rules, 1972 (7)	(8) Essentials
Senior Assistant Secretary	1	Class 1	10750- 300- 16750	Selection by ment	35	No.	(i) A degree from a recognised University (ii) Five Years experience in Executive cadre in the field of General (ii) Five Years experience in Executive cadre in the field of General
							Administratory Yersonnent Undertakings Industrial/Commercial/Government Undertakings
							Desirable: Post graduate degree diploma in Personnel Management I Industrial Relations / Post graduate degree diploma in Personnel Management I Law from a Social Work Labour Welfare or allied subjects or degree in Law from a recognised University Institution
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ANNEXURE-II

V.O.CHIDAMBARANAR PORT TRUST **TUTICORIN**

PROFORMA

- 1. Name of the Officer
- 2. Address for communication with Telephone No.
- 3. Present Designation
- 4. Date of Birth
- 5. Age as on
- 6. Date of initial appointment
- 7. Qualification possessed by the

(If qualification has been treated as equivalent to one prescribed, state the Authority for the same)

(Please indicate the qualifications from SSC/X class, Intermediate/+2 / Degree/ PG clearly, with year of passing and percentage of marks)

8. Present post held along with th	e
details of earlier posts held in	:
chronological order	
9. Whether belongs to SC/ST	T ,
(State clearly yes or No)	
at a second of the second of t	
10. Present pay and pay scales of t	he
post indicating detailed break ι	ір
of emoluments	:
11. Service to which the officer	
bclongs	
12. Any other qualification	
13. Due date of Retirement :	
14. 4	
14. Any other points required to be	P
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District	•
Place:	

(SIGNATURE OF THE APPLICANT)

Date: