



VISAKHAPATNAM PORT AUTHORITY  
GENERAL ADMINISTRATION DEPARTMENT  
(PERSONNEL DIVISION)  
THE ONLY INDIAN PORT WITH ISO 9001, ISO 14001 & OHSAS 1800

No.C1/Rect./Dy. CE (Dy. HOD)/2023/2049

Dt 06.11.2023.

Recruitment Notice

To  
The Chairperson,  
All Major Port Authorities.

Sir,

Sub: Filling up of 03 posts of Dy. Chief Engineer (Dy. HOD) in the scale of pay of Rs.80000-220000 by Absorption through Composite Method in Civil Engineering Department – Reg.

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Applications are invited for filling up of 03 (Three) vacant posts of Dy. Chief Engineer (Dy. HOD) in the scale of Rs.80000 – 220000 in Visakhapatnam Port Authority. In terms of VPTE (RS&P) Regulations, 2009, the posts are to be filled by Absorptions through Composite Method amongst officers from Major Port Authorities. Copy of the Recruitment Rule for the said posts is at Annexure –I.

2. Applications are invited from eligible and willing officers of All Major Port Authorities possessing prescribed qualifications, experience and other criteria / requirements as per the Recruitment Rules.
3. Applications be made through "Online Application Portal (OAP)" of the Ministry of Ports, Shipping and Waterways website <http://onlinevacancy.shipmin.nic.in> from **06.11.2023** to **05.12.2023**. Printout of online application should be submitted through proper channel, along with copies of all required documents. **The crucial date for determining eligibility Criteria for all 03 (three) Vacant Posts are 05.12.2023.** Applications, along with following documents may be forwarded by the concerned Port Authority to this Port on or before **05.12.2023**.
  - (i) Certified copies of ACRs/APARs for the last 05 years (2017-18 to 2021-22) (duly attested by an officer not below the rank of Dy. HOD on each of the page).
  - (ii) A Statement showing year wise availability of ACRs and grading duly signed by the HOD or Secretary. If ACR for a particular year / period is not available. "No Report Certificate" to that effect may be attached along with ACRs of the preceding years.
  - (iii) Administrative and Vigilance clearance duly filled in, signed and stamped by the Head of the Departmental (Copy of pro-forma enclosed at Annexure – II).
  - (iv) No objection certificate from the respective Port.
  - (v) Undertaking of the applicants to the effect that candidature will not be withdrawn, if selected by Services Selection Committee.
  - (vi) Attested copies of all certificates as a proof of educational qualifications, experience in the respective post and pay scale wise, duly verified by the Port while forwarding the application to this Port.
  - (vii) If any major or minor penalty has been imposed on the applicant during the last 10 years, the disciplinary case

Leading to such penalty along with necessary documents may be sent by the forwarding authority along with the application. Vigilance report is to be furnished in the attached format as Annexure – III.





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4.1 instructions to the candidates:

Interested eligible candidates are requested to apply online against this circular on the "Online Application Portal (OAP)" of the Ministry of Ports, Shipping and waterways website <http://onlinevacancy.shipmin.nic.in>. The link will be open from **06.11.2023** to **05.12.2023**. The candidate at first has to register himself in the OAP. After applying through online, the candidate has to take printout of the online application and submit the same along with the self-attested photocopies of supporting documents and 2 recent passport size photographs to concerned Port. Incomplete applications or applications received late will not be considered.

4.2 In terms of Ministry's letter dated 09.07.2020, the Appointing Authority as well as Disciplinary Authority for all Dy. HoD level posts will be the Central Government i.e. Secretary (Ports, Shipping and Waterways). In this connection, all Major Ports are directed to carry out amendments in their Service Regulations viz., Recruitment Rules (RRs), Seniority and Promotion (RS&P), Classification, Control and Appeal and other relevant Regulations (wherever required) as per the laid down procedure.

4.3 Subsequently, the Ministry, by letter dated 29.12.2020 has conveyed that "till amendments in the Service Regulations viz. Recruitment Rules (RRs), Seniority and Promotion (RS&P), Classification, control and Appeal and other relevant Regulations are notified, Dy.HoD level posts in Major Port Trusts may be filled up only by absorption through composite method at Port level. Advertisement for filling up of the posts, DPC etc., may be held at Port level. However, recommendations of the DPC etc. may be conveyed by Major Port Trusts to this Ministry and obtain approval for the ministry before issuing appointment orders".

4.4 As per Ministry's advisory / instructions dated 11.08.2021 in respect of filing up the post of Dy. HoD level, in case of receipt of advance copy of application in respect of advance copy of application in respect of any applicant by the Port, candidature of the candidate would not be considered by the Port if his / her application is not received within 15 days of the last date of receipt of applications. Incomplete applications without the relevant enclosures and applications not received through proper channel will not be considered.

4.5 Also, as per the aforesaid instructions dated 11.08.2021, Port official, who withdraws his candidature for the post after his selection by the Services Selection Committee, will be liable for debarment from future selection to Dy. HoD level posts in all Major Ports for a period of two years.

5. Circular along with annexures is also available on our website [www.vizagport.com](http://www.vizagport.com)

Encl: As above

Yours faithfully,

for SECRETARY

Visakhapatnam Port Authority

Copy to: The Secretary to the Govt. of India,  
Ministry of Ports, Shipping & Waterways,  
Transport Bhawan,  
1, Parliament Street,  
New Delhi – 110 001.

Copy to: The Under Secretary to the Government of India, (PHRD Division), Ministry of Ports, Shipping & Waterways, for information – A soft copy of the vacancy circular is also sent to Ministry at email address of [sope1@nic.in](mailto:sope1@nic.in), [rajiv.nayan@nic.in](mailto:rajiv.nayan@nic.in) for necessary posting in the Ministry's website.



**Annexure - I**

**RR FOR THE POST OF DY. CHIEF ENGINEER (CIVIL) IN CIVIL ENGINEERING DEPARTMENT IN VISAKHAPATNAM PORT AUTHORITY**

Sl. No.	Name of the post	No of posts	Classification	Scale of pay (Rs.)	Whether Selection or non Selection	Whether the benefit of added years of service is admissible under Rule-30 of CCS (Pension Rules) 1972	Upper Age limit for direct recruitment (in years)	Educational and other qualifications prescribed for direct recruitment	Whether (a) age (b) educational qualifications/ (c) experience for Direct recruits will apply in the case of Promotion/ absorption/ deputation	Period of probation (in years)	Method of recruitment (Whether by direct or by promotion/ absorption/ deputation)	In case of promotion/ deputation, grades from which it should be made	Remarks
1.	Dy Chief Engineer (Civil)	1	CL-I	16000-400-20800 (revised scale of pay of Rs. 32900-58000)	Selection	--	42yrs.	A) Degree or equivalent in Civil Engg. from a recognized University/Institution. ii) 12 years experience in Executive cadre in planning/Construction/Design/Maintenance preferable of Port and Marine structures in an industrial /Commercial/Govt. undertaking.	a) NO b) YES c) NO	NA	By absorption through composite method failing by deputation from other Govt. Organizations failing both by direct recruitment.	For absorption through composite method, holding Officers analogous posts or post of Superintending Engineer and equivalent posts in the respective discipline of Civil Engg. Dept. in the scale of pay of Rs.13000-18250 (revised scale Rs.24900-50500) with 3 years regular service in the grade in a Major Port	

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Annexure - II

PROFORMA

1. Name of the Officer :
2. Date of Birth :
3. Present post held along with the  
Details of earlier post held in chronological order :
4. Whether belongs to SC/ST :
5. Present basic pay and pay scale of the post  
indicating detailed break-up of emoluments :
6. Service to which the officer belong :
7. Educational qualifications :
8. Other qualifications :
9. Experience :
10. Date of retirement :
11. Address for communication with telephone No. :
12. Any other points he may desire to mention :

Place:  
Date :

(SIGNATURE OF THE APPLICANT)

CERTIFICATE BY HEAD OF OFFICE (COMPETENT AUTHORITY) OF THE APPLICANT

1. It is certified that the particulars furnished by the Officer are correct.
2. It is certified that no disciplinary / vigilance case is pending or contemplated against the applicant and he / she is clear from the Vigilance angle.
3. His / her integrity is certified.
4. It is certified that no major / minor penalties have been imposed on the officer during the last 10 years.
5. Details of ACRs attached for the last 5 years.

SIGNATURE OF THE HEAD OF THE OFFICE  
ALONG WITH THE OFFICE SEAL





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Annexure -III

Particulars of the Officer for whom Vigilance Comments / Clearance is being sought.  
(To be furnished and signed by the CVO or HOD)

1. Name of Officer :
2. Father's Name :
3. Date of Birth :
4. Date of Retirement :
5. Date of Entry in to Service :
6. Service to which the Officer belongs including batch/year Cadre etc., where applicable. :
7. Positions held (During the ten preceding years) :

Sl. No	Organization (Name in full)	Designation & Place of Posting	Administrative / nodal Ministry / Department concerned (in case of officers of PSU ect.	From	To

8. Whether the officer has been placed on the "Agreed list" or "List of officers on doubtful integrity" (if yes, details to be given) :
9. Whether the allegation of misconduct involving vigilance angle was examined against the officer during the last 10 years and if so, with what result (\*) :
10. Whether any punishment was awarded to the officer during the last 10 years and if so, the date of imposition and details of the penalty (\*) :
11. Is any disciplinary / criminal proceedings or Chargesheet pending against the officer as on date (if so details to be furnished including reference no, if any of the commission. :
12. Is any action contemplated against the officer as on date. (If so, details to be furnished) (\*) :
13. Whether the officer/official has submitted his/her annual immovable property return of the previous year as required under Rule 18 of the CCS (Conduct) Rules, 1964 within the prescribed limit :
14. Details of complaint pending against the Officer as on date. :

Date

CHIEF VIGILANCE OFFICER

(\*) If Vigilance Clearance had been obtained from the Ministry / CVC in the past, the information may be provided for the period thereafter.



DATE OF RECEIPT OF APPLICATION:

1. NAME (In English & Block Capitals)

[illegible]

2. DATE OF BIRTH (DD/MM/YYYY)

Age (YY/MM/DD) 3. NATIONALITY/ RELIGION  
(as on 05.12.2023)

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4. Father's NAME

[illegible]

### 5. Mailing Address for Correspondence

[illegible]

## 6. Category

Genl	
SC	
ST	
OBC	

5 (a) Permanent Mailing Address

[illegible]

7. SEX: MALE / FEMALE



8. Educational Qualifications (Academic / Technical) :

Educational Qualifications	Board / University	Year of Passing	Percentage of Marks	Elective Subject

(Enclose copy of certificates)

9. Experience.

Name of the Organisation	Joining Date	Leaving Date	Duration			Designation
			Y	M	D	

(Enclose copy of certificates)

10. Name & Address of the Present Employer with contact no's (If any)

11. N O C submitted : YES / NO

12. VIGILANCE / ADMINISTRATIVE CLEARANCE : YES / NO

I do hereby declare that having understood contents given in the Advertisement, I submit the application and the information furnished is true and in case any of my declaration and documents attached herewith found to be un-true / bogus and if I am unable to produce relevant documents in support of the eligibility condition within stipulated time, my candidature may be cancelled at any stage of recruitment process. In the event that the any wrong statement is detected / noticed even after my appointment, I here by agree that my services are liable to be terminated without notice.

Dt. . 11.2023

SIGNATURE