

संख्या /No.A3/60/Dy.Conservator/2023-S

Dated : 29-05-2023.

To

The Chairperson,
All Major Port Authorities.

Sir,

Sub:-Filling up the post of Deputy Conservator in Cochin Port Authority.

1. The post of Deputy Conservator in the scale of pay of Rs.1,00,000-2,60,000 in Cochin Port Authority will fall vacant w.e.f. 01-01-2024 consequent to the superannuation of the incumbent.

2. Accordingly, applications are invited for filling up the post of Deputy Conservator in the scale of pay of Rs.1,00,000-2,60,000 in Cochin Port by absorption through composite method from Officers holding posts of Harbour Master in the scale of pay of Rs. 100000 - 260000/- with one year regular service or Officers holding post of Harbour Master in the scale of pay of Rs.90000 – 240000/- with two years regular service in the grade in a Major Port Authority. The copy of the Recruitment Rule is enclosed as **Annexure – I**.

3. The requisite educational & other qualifications prescribed as per RR, are as under:-

Must hold a certificate of competency as Master of foreign going ship issued by the Ministry of Shipping, Govt. of India or an equivalent qualification recognized by the Ministry of Shipping, Govt. of India and must hold Pilot license.

4. The selection is by merit for which the bench mark in overall grading in the ACRs will not be below "Very Good"

5. The Eligible and willing officers from Major Ports, who satisfy the provisions of Recruitment Rule for the post of Deputy Conservator, shall apply through the "Online Application Portal (OAP)" of the Ministry of Ports, Shipping & Waterways (<https://onlinevacancy.shipmin.nic.in>). The applicant has to register in the Online Application Portal. No application other than OAP shall be accepted. The candidate shall submit the print out of online application submitted via OAP.

6. The Administrative Ports are requested to forward the application through proper channel along with the following documents in an envelope, superscribing '*Application for the post of Deputy Conservator in Cochin Port on absorption basis*' to the Secretary, Cochin Port Authority, Willingdon Island, Cochin-682 009 on or before 14.07.2023.

i. Attested copies of Annual Performance Appraisal Reports (APARs/ACRs) of the applicant for the last 5 years (01.04.2017 to 31.03.2022) (Attested by an Officer not below the rank of Dy. HOD on each page).

ii. A statement showing year-wise availability of APARs/ACRs and grading duly signed by the Competent Authority. If the APAR for a particular period during the last 5 years is not available, "No Report Certificate" may be furnished along with the APARs of preceding years.

iii. Attested copies of all Certificates and proof of educational qualification, present and past work experience in the respective post and pay scale.

iv. No-Objection certificate of the concerned Port.

v. An undertaking of the applicant not to withdraw his candidature, if selected. Officials, who withdraw his candidature for the post after his selection by the Services Selection Committee, will be liable for debarment from future selection to HoD level posts in all Major Ports for a period of two years.

vi. Certificate by Head of office of the applicant as per **Annexure-II**

vii. The Vigilance status of the candidates may be furnished in the prescribed Proforma duly signed by the CVO of the concerned Port along with the application. 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. **(Annexure-III)**.

viii. Two recent passport size photographs in a sealed envelope.

ix. The details of the applicant, length of service in feeder grade posts with pay scales, final APAR grading and eligibility position may be confirmed and clearly indicated by the Ports.
x. The Veracity of the University Certificates produced by the applicants and the recognition of the degree obtained by the applicant shall be ensured and certified by the concerned officer of the Port.

7. The crucial date for eligibility criteria will be 01.01.2024 in terms of Ministry of Ports Shipping & Waterways Circular No.I-26/25/2013-PE-I dated 26.09.2019.

8. In case of receipt of advance copy of application in respect of any applicant by the Port his candidature will not be considered if the application is not received through proper channel within 15 days of the last date of receipt of application, mentioned at SI.No.6 above.

9. Incomplete applications or applications not submitted as per the instructions of this vacancy circular will not be considered.

Yours faithfully,


SECRETARY
Phone: 0484-2582113
29/09/23

Copy to : The Secretary to the Govt.of India, MOPS&W, New Delhi -110001.
" : 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 the email address of sope1@nic.in.rajiv.nayan@nic.in for necessary posting in the Ministry's website.
" : All Heads of Departments, Cochin Port Authority.
" : The Asst. Secretary (Jr.) PR for hosting the Cochin Port website.

| Sl. No. | Name of Post | No. of Posts | Classification. | Scale of Pay. (Rs.) | Whether Selection or Non-Selection | Upper Age limit for Direct Recruitment (in yrs) | 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 yrs.) | Method of recruitment (whether by Direct Recruitment or by Promotion/Absorption/Deputation) | In case of Promotion/Absorption/Deputation, grades from which it should be made. | Remarks |
|---------|-----------------------------------|--------------|-----------------|---|------------------------------------|---|--|---|--------------------------------|--|--|---------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 3 | ¹ [Deputy Conservator] | 1 | Class I | ¹ 100000 - 260000 Note: The pay scale shall be upgraded to the scale of pay of Rs.120000 - 280000/- after completion of three years regular service with the approval of the Central Government] | Selection | 48 | (i) Must hold a certificate of competency as Master of foreign going ship issued by the Ministry of shipping, Govt. of India or an equivalent qualification recognised by the Ministry of Shipping, Govt. of India. (ii) Must hold Pilot license and have 8 years experience either as Master of Foreign going ship or in Piloting or cumulative. | (a) No (b) Yes (c) No | N.A. | By Absorption through Composite method failing which by Deputation and failing both by Direct Recruitment. | ¹ [Absorption through composite method: (i) Officers holding posts of Harbour Master in the scale of pay of Rs. 100000 - 260000/- with one year regular service or Officers holding post of Harbour Master in the scale of pay of Rs.90000 - 240000/- with two years regular service in the grade in a Major Port Trust shall be eligible. Deputation: (ii) Officers holding post of Deputy Conservator and its equivalent Deck side post in the scale of pay of Rs.100000 - 260000/- with two years regular service in the grade or officers holding post of Harbour Master and its equivalent Deck side posts in the scale of pay of Rs.90000 - 240000/- with four years regular service in the grade in the Central Government or State Governments or Union territory administration or Public Sector Undertakings or Autonomous Bodies (other than Major Port Trusts) shall be eligible. The selection is by merit for which the bench mark in overall grading in the Annual Confidential Reports shall not be below "Very Good".] | |

¹ Substituted w.e.f. 30.07.2021 vide Ministry of Shipping Notification No. G.S.R. 519(E) published in the Gazette of India under G.S.R. 420 dated 30-07-21

CERTIFICATE TO BE GIVEN BY HEAD OF OFFICE

1. It is certified that the particulars furnished by the applicant _____, are correct.
2. It is certified that no disciplinary/vigilance case is pending or contemplated against the applicant and he is clear from the vigilance angle.
3. His integrity is certified.
4. It is certified that no major/minor penalties have been imposed on the Officer during the last 10 years.
5. Attested copies of ACRs for the last 5 years are attached.
6. The veracity of the Qualification certificates and caste certificate submitted by the applicant are ensured and certified.

**SIGNATURE OF THE CHAIRPERSON
ALONG WITH OFFICE SEAL**

For cases sent to the Ministry or other Ports
Particulars of the officer for whom vigilance Comments/clearance is being sought
(All relevant items, except 8 & 9, to be furnished by the HOD)

1. Name of the Officer (in full) :
2. Father's Name :
3. Date of Birth :
4. Date of Retirement :
5. Date of Entry into service :
6. Service to which the officer belongs :
Including batch/year cadre etc,
wherever applicable

7. Positions held (during the ten preceding years):

| Sl No | Designation & Place of Posting | From | To |
|-------|--------------------------------|------|----|
| | | | |

8. Whether the officer has been :
Placed on the "Agreed List" or "List of
officers of Doubtful Integrity". (If yes,
details to be given)
9. Whether any 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 complain against the official as on date :

Date

(Name & Signature)

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