No.GAD-OGAG1-EST-SASST-V1-18(15605)/D563
Dated: 21.03.2020

To
The Secretary,
All Major Port Trusts.

Sub: Filling up of one post of Senior Assistant Traffic Manager (post code: TR-SAM-02) by absorption/deputation method in V.O. Chidambaranar Port Trust – Applications called for – Reg.

Sir,

V.O. Chidambaranar Port Trust intends to fill up one vacant post of Senior Assistant Traffic Manager (post code: TR-SAM-02) in the scale of pay of Rs. 50000-160000 (Rs. 20600-46500 pre-revised Rs. 10750-16750 pre-pre revised) on absorption/deputation basis, from the Officers of Major Port Trusts fulfilling the eligibility criteria prescribed in the Recruitment Rules – copy of Recruitment Rules enclosed as Annexure – I.

2. The eligible and willing Officer may therefore submit the application in the prescribed format enclosed as Annexure – II through proper channel along with the following documents in a sealed envelope, superscribing “Application for the post of Senior Assistant Traffic Manager”, so as to reach to the Secretary, V.O. Chidambaranar Port Trust, Administrative Office, Harbour Estate, Tuticorin – 628 004, Tamil Nadu on or before 06.05.2020.

i) Copies of APARs for the last 5 years, attested by officer not below the rank of Dy.HOD on each page. [If APAR for a particular year is not available, last available APAR may be furnished with a non-availability certificate.

ii) Attested photocopies of all certificates and proof of educational qualification, present and past work experience in the respective post and pay scale.

iii) No objection certificate from the respective Organisation.
iv) Administrative clearance of the concerned Organisation, as per enclosed proforma (Annexure-III).

v) Vigilance report is to be furnished in the format prescribed, vide Ministry of Shipping's letter No.A-12022/10/2005-PE.I dated 27th August 2010, copy of which is attached as Annexure-IV.

vi) The veracity of the qualification certificates and caste certificate submitted by the applicant are ensured and certified.

vii) Two recent passport size photographs.

3. The selection is by merit for which overall grading in the ACRs / APARs will not be below “Very good”. The crucial date for eligibility criteria will be determined as on the last date of receipt of application.

4. 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.

5. Incomplete application or application received after the due date will not be considered.

6. It is requested that the above vacancy may be circulated among the eligible Officers and the applications received may be forwarded in full shape to the above addressee within the above stipulated date.

Encl.: As stated

Yours faithfully,

Secretary
### RECRUITMENT RULES FOR CLASS I POSTS OF TRAFFIC DEPARTMENT, V.O.C PORT TRUST

<table>
<thead>
<tr>
<th>Name of the post</th>
<th>No. of posts</th>
<th>Classification</th>
<th>Scale of pay (Rs)</th>
<th>Whether Selection by merit or Selection-cum-seniority or Non-selection post</th>
<th>Age limit for direct recruits</th>
<th>Whether benefit of added years of service is admissible under rule 30 of the Central Civil Services (pension) Rules, 1972</th>
<th>Educational and other qualifications required for direct recruits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior Assistant Traffic Manager</td>
<td>2</td>
<td>Class I</td>
<td>Rs.20,600-46,500 (Rs.10750-16750 pre-revised)</td>
<td>Selection by merit</td>
<td>35</td>
<td>No</td>
<td>Essential: (1) A degree from a recognized University. (2) Five years experience in Shipping/Cargo operations/ Railway Transportation in Executive cadre in an Industrial/Commercial/Government Undertaking</td>
</tr>
</tbody>
</table>

**Age:** No limitations

**Qualifications:** Yes

**Promotion:** By Promotion failing which by absorption/deputation failing both by direct recruitment.

**Absorption or deputation will be:** Officers holding the post of Sr. Assistant Traffic Manager or post of Assistant Traffic Manager Grade I in the scale of pay of Rs.20600-46500 (Rs.15100 pre-revised) with 5 years regular service in the grade in a Major Port Trust.

<table>
<thead>
<tr>
<th>Circumstances in which Union Public Service Commission is to be consulted in making recruitment</th>
</tr>
</thead>
<tbody>
<tr>
<td>i) Chairman- Chairman</td>
</tr>
<tr>
<td>ii) Deputy Chairman-Member</td>
</tr>
<tr>
<td>iii) Head of Department in charge of the Department in which the vacancy occurs- Member</td>
</tr>
<tr>
<td>iv) Representative of scheduled castes Scheduled Tribes and other Backward classes nominated by the Chairman</td>
</tr>
</tbody>
</table>
Annexure - II

Application for the post of Sr. Assistant Traffic Manager in V.O. Chidambaranar Port Trust by Absorption/Deputation Basis

PROFORMA

1. Name :  
2. Father's/Husband's Name :  
3. Date of Birth & Present age :  
4. Whether belongs to SC/ST/OBC/UR :  
5. Address for communication with Telephone/Mobile No. :  
6. Academic and Professional Qualification:

<table>
<thead>
<tr>
<th>Exam/Degree</th>
<th>Year of Passing</th>
<th>Name of Instt./Board/University</th>
<th>Marks Aggregated</th>
<th>Percentage</th>
</tr>
</thead>
</table>

(Attach separate sheet, if required)

7. Employment History and Experience:

<table>
<thead>
<tr>
<th>Name of the Ministry/Dept./Govt. organisation/Autonomous Body/company/Corporation</th>
<th>Designation</th>
<th>Pay scale</th>
<th>Whether post is held on regular or ad-hoc basis</th>
<th>Period with date, month &amp; year From To</th>
<th>Nature of work in brief</th>
</tr>
</thead>
</table>

(Attach separate sheet, if required)

8. Please mention details of appreciation/Outstanding work done, if any, which was duly recognised by the higher authority

9. Enclosures (Please mention) :

10. Declaration:

I, hereby, solemnly declare that all the statements made in the above proforma are true and correct to the best of my knowledge and belief. If selected, the candidature will not be withdrawn:

Place:
Date:

Signature........................................

Name and Address of the applicant........................................
Certificate to be given by the Head of Office of

Shri / Smt .................................................................

Designation ............................................................

1. It is certified that the particulars furnished by the Officer are correct and he/she is fulfilling the eligibility criteria.

2. The veracity of the qualification certificates and caste certificate submitted by the applicant are ensured and certified.

3. It is certified that no disciplinary / vigilance case is pending or contemplated against the applicant and that he/she is clear from the Vigilance and Administrative angle.

4. His / her integrity is certified.

5. It is certified that no Major/Minor penalty has been imposed on the Officer during the last 10 years.

6. Copies of APARs for the last 5 years from 2014-2015 to 2018-2019 are enclosed.

Dated:

Signature of the forwarding authority along with office seal.
ANNEXURE - IV

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 (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)

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Designation &amp; Place of Posting</th>
<th>From</th>
<th>To</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
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</tr>
</tbody>
</table>

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 charge sheet 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) (*) : 

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.