



ISO 9001:2008, ISO 14001:
2004 & ISPS COMPLIANT PORT

வ.உ.சிதம்பரனார் துறைமுக பொறுப்புக் கழகம்

व.उ.चिदम्बरनार पत्तन न्यास

V.O.CHIDAMBARANAR PORT TRUST

(MINISTRY OF SHIPPING, GOVERNMENT OF INDIA)

ADMINISTRATIVE OFFICE, HARBOUR ESTATE, TUTICORIN 628 004, TAMIL NADU



SAGARMALA
PORT-LED PROSPERITY

No. GAD-OGAG1-EST-SR.DY-V1-19(16643)/D 1128

Date: 20/07/2021

To
Chairman,
All Major Port Trusts.

Sub: Filling up of one post of Senior Deputy Chief Accounts Officer (code FN-SDC-02) by absorption through Composite 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 Deputy Chief Accounts Officer in the scale of pay of Rs.80000-220000 (pre-revised 32900-58000) by absorption through composite method 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. Applications are therefore invited from the eligible and willing Officers who satisfy the Recruitment Rules for the post of Senior Deputy Chief Accounts Officer in the prescribed format enclosed as **Annexure-II**.

3. The eligible and willing Officer may therefore submit the application in the prescribed format through proper channel along with the following documents in a sealed envelope, superscribing "Application for the post of Senior Deputy Chief Accounts Officer", so as to reach to the Secretary, V.O.Chidambaranar Port Trust, Administrative Office, Harbour Estate, Tuticorin - 628 004, Tamil Nadu on or before 22.09.2021.

- 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 Port.
- iv) Administrative clearance of the concerned Port, as per enclosed proforma **(Annexure-III)**
- v) Vigilance clearance in the prescribed format as **Annexure IV**
- vi) Two passport size photographs.

4. 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.

5. 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.

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

7. 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 sincerely,


Secretary (i/c)

Copy to: FA&CAO (St) - for wide circulation among eligible Officers

Annexure - I**RECRUITMENT RULES FOR CALSS I POSTS OF FINANCE DEPARTMENT**

| Name of the post | Number of post | Classification | Scale of Pay (Rs.) | Whether selection by merit or selection-cum seniority or Non selection post | Age limit for direct recruits | Whether benefit of added years of service is admissible under Rule 30 of the Central Civil Services (Pension) Rules, 1972 | Educational and other qualifications required for direct recruits |
|--------------------------------------|----------------|----------------|--|---|-------------------------------|---|---|
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) |
| Senior Deputy Chief Accounts Officer | 1 | Class I | Rs.32900-58000 (16000-20800 pre-revised) | Selection by merit | 42 | No | Essential: (i) Member of Institute of Chartered Accountants of India OR of Institute of Cost and Works Accountants of India. (ii) Twelve years experience in executive cadre in the field of Finance, Accounting in an Industrial/Commercial/Government Undertakings. |

| Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion | Period of probation, if any | Method of Recruitment, Whether by Direct Recruitment or by Promotion or by Deputation/absorption and percentage of the posts to be filled by various methods. | In case of recruitment by promotion/deputation absorption grades from which promotion/deputation/absorption to be made | If a Departmental Promotion Committee exists what is its composition | Circumstances in which Union Public Service Commission is to be consulted in making recruitment. |
|---|-----------------------------|---|--|---|--|
| (9) | (10) | (11) | (12) | (13) | (14) |
| Age : No Qualification: YES | Not applicable | By absorption through composite method failing which by deputation from other government organizations and failing both by direct recruitment | <p>For absorption through composite method, Officers holding the post of Senior Deputy Chief Accounts Officer or Deputy Chief Accounts Officer and Senior Deputy Chief Accounts Officer in the respective discipline of Finance Department in scale of pay of Rs.24900-50500 (Rs.13000-18250 pre-revised) with 3 years regular service in the grade in a Major Port Trust or Deputy Chief Accounts Officer and Senior Deputy Chief Accounts Officer in respective discipline of Finance Department with 2 years regular service in the grade and combined regular service of 7 years in the scales of pay of Rs.20600-46500 (Rs.10750-16750 pre-revised) and Rs.24900-50500 (Rs.13000-18250 pre-revised) in the respective discipline of finance Department in a Major Port Trust will be eligible.</p> <p>For deputation, officers holding the post of Senior Deputy Accounts Officer or holding post of Deputy Chief Accounts Officer and Senior Deputy Chief Accounts Officer in the respective discipline of Finance Department in the scale of pay of Rs.24900-50500 (Rs.13000-18250 pre-revised) in Government/Semi Government /Public Sector undertakings or Autonomous Body with 3 years regular service in the grade will be eligible. The selection by merit for which the bench mark in overall grading in the Annual Confidential Reports will not be below " Very Good"</p> | <ul style="list-style-type: none"> i) Chairman- Chairman ii) Deputy Chairman- Member iii) Head of Department in charge of the Department in which the vacancy occurs – Member iv) Head of Department in charge of the personnel – Member v) Representative of Scheduled Caste/Scheduled Tribe & Other Backward Class nominated by the Chairman- Member | |

Application for the post of Senior Deputy Chief Accounts Officer

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:

| Exam/Degree | Year of Passing | Name of Instt./ Board/ University | Marks Aggregated | Percentage |
|-------------|-----------------|-----------------------------------|------------------|------------|
| | | | | |

(Attach separate sheet, if required)

7. Employment History and Experience:

| Name of the Ministry/ Dept./Govt. organisation Autonomous Body/ company/ Corporation | Designation | Pay scale | Whether post is held on regular or ad-hoc basis | Period(with date, month & year) | | Nature of work in brief |
|--|-------------|-----------|---|---------------------------------|----|-------------------------|
| | | | | From | To | |
| | | | | | | |

(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 cleared 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 duly attested by the Officer not below the rank of Dy. HoD are enclosed.

Dated:

Signature of the forwarding authority
along with office seal.

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)

| 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 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.