



PARADIP PORT TRUST  
ADMINISTRATIVE DEPARTMENT  
AT/PO:PARADIP PORT  
ODISHA-754142

From:

The Secretary,  
Paradip Port Trust-754142

To

The Secretary,  
All Major Port Trust/  
All PSUs, MoS, GoI,  
All Central Govt./State Govt. Organisation.

No. AD/RSC-I-21/22/2012(Vol.I)/340

Dated, the 27<sup>th</sup> Jan., 2017

Sir

Sub: Filling up of the post of Sr. Asst. Traffic Manager (Class-I) on scale of Rs.20,600-46,500/-  
**on absorption/deputation basis-reg.**

Ref: Employment Notice Issue No.340/2017 Dt.27<sup>th</sup> Jan, 2017.

Please find enclosed herewith a copy of the Employment Notice No.340/2017 Dtd.27<sup>th</sup> Jan., 2017, inviting applications for the post of **Sr. Asst. Traffic Manager (Class-I)**, with a request to give wide publicity and send the names of the eligible and willing officers, who satisfy the Recruitment Rules, along with their applications in the prescribed format (enclosed), to this Port Trust **on or before 28.02.2017**.

Further details can be obtained from PPT webside [www.paradipport.gov.in](http://www.paradipport.gov.in)

Yours faithfully,

Secretary,  
Paradip Port Trust

Encl: Recruitment Rule – Annexure-A  
Application Form – Annexure-B  
Vigilance clearance format – Annexure-C  
Terms & Conditions of deputation– Annexure-D

Copy to:

1. The Managing Director, IPA, 1<sup>st</sup> Floor, South Tower, NBCC Place, Bhisam Pitamah Marg, Lodi Road, New Delhi-110 003.
2. Secretary to the Govt. of India, Ministry of Shipping, Transport Bhawan, 1-Parliament Street, New Delhi-110001.  
(Kind attention to Sri Nigam, Under Secretary to Govt. of India)

PARADIP PORT TRUST  
ADMINISTRATIVE DEPARTMENT  
Emp. Notice No.340/2017 Dtd.27<sup>th</sup> Jan.,2017

Sl. No.		
1	Name of the Post	Sr. Asst. Traffic Manager (Class-I)
2	No. of Posts	1 (one)
3	Classification	Class-I
4	Scale of pay	Rs.20600-46500/- (pre-revised scale of pay Rs.10750-300-16750/-)
5	Whether Selection or Non-Selection	Selection
6	Upper Age limit	35 years
7	Educational and other qualifications	Recruitment rule is enclosed at Annexure-A
8	Application format	Enclosed at Annexure-B
9	Vigilance Format	Enclosed at Annexure-C
10	Deputation Terms & Conditions	Enclosed at Annexure-D

Interested candidates may apply in the prescribed proforma through proper channel and for any more, refer our website [www.paradiport.gov.in](http://www.paradiport.gov.in). Last date is 28.02.2017.

## **OTHER CONDITIONS:**

1. The appointment will be on absorption/deputation as per the terms and conditions enclosed.
2. Applicants should furnish their bio-data as per the pro-forma enclosed through the Competent Authority of their Organisation.
3. Age limit for deputationist is not prescribed, but maximum age limit for an appointment made on deputation does not exceed 55 years on the closing date of application.
4. Applicants should furnish the duties and responsibilities held by them in their existing post duly attested by the Competent Authority of their Organisation including Pay and DA pattern.
5. Organizations, which are forwarding the applications, should enclose ACRs for the last 5 years duly attested on the each page of the ACR of the applicants along with the clearance from Disciplinary/Vigilance angle.
6. No advance copies of application from the applicant will be accepted. Competent Authority of the respective Organisation must forward every application. Those applications, which are forwarded by the Competent Authority of the respective Organisation, will only be considered.
7. Incomplete applications and applications received after due date and applications which are not forwarded by the Competent Authority of respective Organisations will summarily be rejected. In such cases, no correspondence from the applicants shall be entertained.

In view of the above, interested Candidates may furnish their applications with full particulars of Name, Address, Date of Birth, Qualifications and Experience etc., as detailed in the pro-forma enclosed, with copies of Certificates duly attested should be sent through the Competent Authority of their Organisation to reach “THE SECRETARY PARADIP PORT TRUST, At/Po: PARADIP, Dist: JAGATSINGHPUR, ODISHA-754142” on or before 28.02.2017.

The above information is available in Paradip Web site: [www.paradipport.gov.in](http://www.paradipport.gov.in)

**Secretary,**  
Paradip Port Trust

**APPLICATION FOR THE POST OF SR. ASST. TRAFFIC MANAGER (CLASS-I)**

Affix Passport size  
Photograph

- 1] Name of the Officer ::
- 2] Address for Communication ::
- 3] Date of Birth ::
- 4] Whether belongs to SC/ST ::
- 5] Present post with basic pay and scale of pay ::
- 6] Date of continuous appointment in the present post ::
- 7] Date of first appointment in Port ::
- 8] Educational and other qualifications ::

Sl. No	Examination	University	Year of Passing	Class & %age of Marks

- 9] Details of employment/ experience in chronological order :

Name of the organization	Cadre (Officers/ Supervisory level)	Post held	Scale of pay	From	To	Nature of duties.

- 9] Language known  
(Read, Write and Speak) ::
- 10] Any other information ::

In the event of my selection to the above post, I will not withdraw and undertake the accept the appointment/ posting.

Place:

Date:

**Signature of the Applicant**

**CERTIFICATE TO BE GIVEN BY HEAD OF OFFICE**

- 1] The particulars furnished by the Applicant are correct and he/she fulfills the eligibility criteria.
- 2] No disciplinary/ vigilance case is pending or contemplated against the applicant and he/she is free from vigilance angle.
- 3] His/Her integrity is certified.
- 4] No major/minor penalties have been imposed on the applicant during the last 10 years.
- 5] Attested copies of ACRs for the last five years.

**SIGNATURE OF THE DY.CHAIRMAN/CHAIRMAN  
WITH SEAL**

**PARTICULARS OF THE OFFICERS FOR WHOM VIGILANCE/COMMENTS  
CLEARANCE IS BEING SOUGHT.**

(To be furnished and signed by the CVO or HOD)

- 01] Name of officer ( in full) :
- 02] Father's Name :
- 03] Date of birth :
- 04] Date of retirement :
- 05] Date of entry in to service :
- 06] Service to which the Officers belongs :  
including batch / year cadre etc  
wherever applicable. :
- 07] Position held( during ten preceding years).

Sl. No	Designation & placing of posting	From	To
01			
02			
03			

- 08] Whether the office has been placed  
On the "Agreed list" or  
"list of Officers of Doubtful Integrity" :  
(If yes, details to be given)
- 09] Whether any allegation of misconduct :  
involving vigilance angle was examined  
against the officers during the last  
10 years and if so, :
- 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 has been obtained from the Ministry/CVC in the past,  
the information may be provided for the period thereafter.

TERMS AND CONDITIONS OF DEPUTATION OF THE POST OF SR. ASST. TRAFFIC  
MANAGER (CLASS-I), TRAFFIC DEPARTMENT OF PARADP PORT TRUST

01. PERIOD OF DEPUTATION

The period of deputation will be of 3 (three) years from the date of taking over charge of the post subject to curtailment/extension.

02. PAY & ALLOWANCES.

During the period of deputation Sri \_\_\_\_\_ will have the option either to get his pay fixed in the scale of Rs.20600-46500/- (pre-revised scale of pay Rs.10750-300-16750/-) attached to the post of Sr. Asst. Traffic Manager (Class-I), Paradip Port Trust under the normal rules of the pay attached to the post hold by him in his parent department, viz., \_\_\_\_\_ plus deputation (duty allowances in accordance with and subject to the conditions as modified from time to time and such general or special orders issued by the Ministry of Shipping in this regard.

03. DEARNESS ALLOWANCE

Sri \_\_\_\_\_ will be entitled to dearness allowance under the rules of the parent Department/Organisation or under the rules of Paradip Port Trust according as he retains his scale of pay under the parent department/organization or he draws pay in the scale attached to the post under the Paradip Port Trust.

4. JOINING TIME PAY AND TRANSFER T.A.

He will be entitled to TA and joining time both on joining the post in Paradip Port Trust and on reversion there-from to his parent department/organization under the rules of Paradip Port Trust. The expenditure on this account will be borne by the Paradp Port Trust

5. TA FOR JOURNEY ON DUTY DURING THE PERIOD OF DEPUTATION.

To be regulated under the rules of Paradp Port Trust

6. LOCAL ALLOWANCES LIKE COMPENSATORY (CITY ALLOWANCE & HRA)

To be regulated under the rules of Paradp Port Trust . He is not entitled to HRA in case he is provided PPT residential accommodation.

7. LEAVE AND PENSION

During the period of deputation he will continue to be governed by the leave, pension, rules of the parent department/organization applicable to him before his deputation to Paradp Port Trust. The Paradp Port Trust shall pay the leave salary and Pension contribution to his parent department/organization in respect of his period of deputation in accordance with the orders issued by the Government within 15 days from the end of each financial year or the end of the deputation if the deputation expires before the end financial year. The leave salary and pension contribution shall be paid at the rates intimated by the parent department/organization. The leave salary in respect of the leave availed during deputation period shall be borne by the parent department/organization.

8. PROVIDENT FUND BENEFITS.

During the period of deputation he will be governed by the rules of parent department/organization. The Paradv Port Trust will deduct the subscription by contribution on this account from his pay and allowances and remit it to the parent department/organizations.

9. MEDICAL ATTENDANCE & TREATMENT.

The deputationist will be entitled to medical attendance & treatment facilities under the rules of Paradv Port Trust.

10. RESIDENTIAL ACCOMMODATION.

He will be entitled to residential accommodation according to the rules of Paradv Port Trust, when residential accommodation is provided by the Paradv Port Trust, he will have to pay rent to the Paradv Port Trust as per the Regulations of PPT plus additional charges for water and Electricity etc., as per the rules of Paradv Port Trust.

11. CHILDREN'S EDUCATIONAL ALLOWANCE & REIMBURSEMENT OF TUITION FEE.

The deputationist will be eligible to claim CEA & Reimbursement of Tuition fee in respect of his children under the Paradv Port Trust Regulations subject to the fulfillment of the conditions prescribed therefore from time to time. He can not claim both the concessions in respect of the same child. If the deputationist opts Ports scale, he is not entitled to the above allowance, as the same was the part of CAFETERIA allowance.

12. LEAVE TRAVEL CONCESSION.

The Paradv Port Trust shall allow and bear the expenditure on account of LTC as admissible to him under the Paradv Port Trust (LTC/Home Town) Regulations. If the deputationist opts Ports scale, he is not entitled to LTC, as the said allowance was the part of CAFETERIA allowance.

13. INSURANCE SCHEME.

The Paradv Port Trust will deduct the contribution on this account from his pay and Allowance and remit it to parent Department/Organisation.

14. RESIDUARY MATTER.

All matters relating to the conditions of service not covered by the paras 1 to 12 above will be governed by the rules and orders applicable to him in parent Department/Organisation.



**Recruitment Rules for Class-I posts under Traffic Department, PPT**

Sl. No.	Name of the Post	No. of Posts	Classification	Scale of pay (Rs.)	Whether Selection of Non-Selection	Upper Age limit for direct recruitment (in years)	Educational and other qualifications prescribed by 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 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
1	Sr. Asst. Traffic Manager Class-I	02	Class-I	Rs.20600-46500/- (Pre-revised scale of pay of Rs.10750-300-16750/-)	Selection	35	<u>Essential :-</u> (i) A degree from a recognized university. (ii) Five years experience in shipping/cargo operation/ railway transportation in executive cadre in an Industrial/ Commercial/ Govt. Undertaking.	(a) No. (b) Yes (c) No	2	By Promotion failing which by absorption/ deputation, failing both by direct recruitment.	Promotion from Assistant Traffic Manager Gr.I or equivalent posts in the scale of pay of Rs.20600-46500/- (pre-revised scale of pay of Rs.9100-15100/-) with 5 years regular service in the grade failing which Asst. Traffic Manager Gr.I or equivalent post in the scale of pay of Rs.20600-46500/- (pre-revised scale of pay of Rs.9100-15100/-) with 2 years regular service in the grade and a combined regular service or 8 years in the scale of Rs.20600-46500/- (pre-revised scale of pay of Rs.9100-15100/-) & Rs.16400-40500/- in the respective discipline of Traffic Deptt.  Absorption/deputation will be of officers holding analogous post or post of Asst. Traffic Manager Gr.I or equivalent post in the scale of pay of Rs.20600-46500/- (pre-revised scale of pay of Rs.9100-15100/-) with 5 years regular service in the grade in a Major Port Trust.	