



**PARADIP PORT AUTHORITY**  
PARADIP - 754 142, ODISHA (INDIA)  
**ADMINISTRATIVE DEPARTMENT**



No.AD/RSC-I-21-36/2012/2320

Dated, the 05 Sep., 2022

To

**The Chairmen,**  
All Major Port Authorities.

**Sub: Filling up of the post of Chief Medical Officer (HOD) in the scale of pay of Rs. 1,00,000-2,60,000/- (pre-revised Scale of Pay of Rs.43,200-66,000/-) by "Absorption through Composite Method" in Paradip Port Authority.**

Sir/Madam,

The post of Chief Medical Officer (HOD) in Paradip Port Authority will fall vacant with effect from 01.04.2023. The post is in the scale of pay of Rs.1,00,000-2,60,000/-(pre-revised Scale of Pay of Rs.43,200-66,000/-) and to be filled by absorption through composite method from officers of Major Port Authorities, fulfilling the eligibility criteria as per **Annexure-I**.

2] The selection is by merit for which overall grading in the APARs should not be below "Very Good".

3] As directed by the Ministry vide letter dated 19.11.2019, the incumbent will be initially appointed to the HOD post in the scale of pay of Rs.1,00,000-2,60,000/- (Pre-revised Rs.43,200-66,000/-) and after completion of three years' regular service in the post, he/she will be elevated to the scale of pay of Rs.1,20,000-2,80,000/- (Pre-revised Rs.51,300-73,000/-) subject to fulfilling the relevant conditions as per the Ministry's guidelines vide letter No. A-12023/15/2018-PE-I dated 19.11.2019. It may be noted that any changes as directed by the Ministry from time to time, will be made applicable.

4] Applications are invited from eligible and willing officers of all the Major Port Authorities possessing the prescribed qualifications, experience and other conditions, for the post of **Chief Medical Officer (HOD)** in the pay scale of Rs.1,00,000-2,60,000/- as per **Annexure-I**. The application may be submitted through "**Online Application Portal (OAP)**" of the Ministry of Ports, Shipping & Waterways website <https://onlinevacancy.shipmin.nic.in> from **05.09.2022** to **20.10.2022**. No application other than OAP shall be accepted.

5] The candidate will have to submit the printout of application form already uploaded in OAP to his administrative Port for onward forwarding. The administrative Ports are required to forward the applications of the candidates along with the following documents to the Secretary, Paradip Port Authority before **04.11.2022** superscribing "**Application for the post of Chief Medical Officer in Paradip Port Authority**".

- (i) Certified copies of APARs for the last 5 years (2017-18 to 2021-22), duly attested by an officer not below the rank of Dy. HOD on each of the pages.
- (ii) A statement showing year-wise availability of APARs and grading duly signed by the Dy. Chairman/Chairman as per the Ministry's letter dated 01.02.2007. If APAR for a particular year during the last 5 years is not available, "No Report Certificate" may be furnished along with APARs of the preceding years.

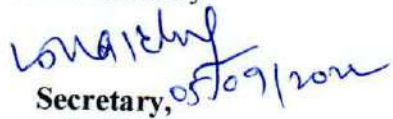
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- (iii) Attested photocopies of all certificates and proof of educational qualification, present and past work experience in the respective post and pay scale.
- (iv) No objection certificate from the respective Port.
- (v) An undertaking of the applicant to the effect that candidature will not be withdrawn, if selected by Services Selection Committee.
- (vi) Vigilance and Administrative clearance of the concerned Port, as per enclosed proforma (**Annexure-II**).
- (vii) The veracity of the professional certificates and caste certificate provided in terms of letter no. A-12022/10/2005-PE-I dtd. 27.08.2010 by the applicant may be ensured and certified.
- (viii) Two recent passport size colour photographs in a sealed envelope.
- 6] As per the Ministry's guidelines dated 26.09.2019, in case of receipt of advance copy of application in respect of any applicant by the Port, candidature of the candidate will not be considered by the Ministry if his/her application is not received through proper channel by the Port within 15 days of last date of receipt of applications, i.e. on or before **04.11.2022**.
- 7] The crucial date for eligibility criteria will be the date of arising of vacancy, i.e. **01.04.2023**, in terms of Ministry of Ports, Shipping & Waterways circular No.I-26/25/2013-PE-I dated 26.09.2019.
- 8] 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 format prescribed, which is attached as **Annexure-III**.
- 9] As per the Ministry's guidelines dated 26.09.2019 regarding filling up the HOD level posts in Major Port Authorities, 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 HOD level posts in all Major Port Authorities for a period of two years.
- 10] Incomplete applications or applications not made following the stated procedure or received after due date will not be considered.

Encl. : As above

Yours faithfully

  
Secretary, 05/09/2022  
Paradip Port Authority.

**Copy to :**

1. The Secretary to the Govt. of India, Ministry of Ports, Shipping & Waterways for information.
2. The Under Secretary, to the Govt. of India, (PHRD Division), Ministry of Ports, Shipping & Waterways for information. A soft copy of the detailed vacancy circular is also sent to Ministry at the email address of [sope1@nic.in](mailto:sope1@nic.in), [rajiv.navan@nic.in](mailto:rajiv.navan@nic.in) for necessary posting on Ministry's website.
3. The Managing Director, Indian Port Association, New Delhi-110003 for uploading vacancy on IPA's website.

## Recruitment Rules for post of Chief Medical Officer (HOD), PPA

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	Chief Medical Officer	01	Class-I	Rs.1,00,000-2,60,000/-  (Pre-revised scale of pay of Rs.43200-66000/-)  (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	50	<u>Essential:</u> (i) MBBS degree from a recognized university.  ii) A post graduate medical degree from a recognized university.  iii) Post qualification experience of 13 years in a Hospital, in the relevant field of specialization.	(a) No  (b) Yes  (c) No	N.A	By absorption through composite method failing which by deputation failing both by direct recruitment	For absorption through composite method, Officers holding posts in the scale of pay of Rs. 80,000-2,20,000/- with three years regular service in the grade in the Medical Department of a Major Port Trust shall be eligible;  For Deputation, Officers holding the posts of Chief Medical Officer and equivalent posts in the Medical Department in the scale of pay of Rs.100000-260000/- with two years regular service in the grade or officers holding posts of Senior Deputy Chief Medical Officer and equivalent specialist posts in the scale of pay of Rs.80,000-2,20,000/- and above in the Medical Department with five years regular service in the grade in the Central Government or State Governments or Union territory administration or Public Sector Undertakings or Autonomous Bodies ( <b>other than Major Port Trusts</b> ) shall be eligible.  The selection is by merit for which the bench mark in overall grading in the Annual Confidential Reports will not be below "Very Good".	



CERTIFICATE TO BE GIVEN BY HEAD OF OFFICE OF

SHRI/SMT.: \_\_\_\_\_

DESIGNATION: \_\_\_\_\_

- 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/she is clear from the Vigilance and Administrative angle.
- 3] His/Her integrity is certified.
- 4] It is certified that 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 (2017-2018 to 2021-2022) are enclosed.
- 6] The veracity of the qualification certificates and caste certificate submitted by the applicant are ensured and certified.

**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	Organization (Name in full)	Designation & Place of Posting	Administrative/ Nodal Ministry/ Deptt. concerned (In case of officers of PSU etc.)	From	To
01					
02					
03					

08	Whether the officer 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 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 proceeding 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).(*)	
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 dated.	

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.