



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



No. AD/RSC-I-21-67/2014/2975

Dated, the 10<sup>th</sup> Aug., 2018

**ADVERTISEMENT**

Paradip Port Trust, an ISO-9001:2008 Certified Organisation invites applications from Indian Nationals for filling up of the following **Class-I/Class-II** posts through **direct recruitment**.

Sl. No	Name of Post	Scale of pay	No. of post	Age	Essential qualification
01	Dy. Chief Law Officer (Class - I)	Rs.24900 -50500/-	01 (UR)	40	<b>Essential:</b> Degree in Law from recognized University. (ii) 09 years executive experience in a Legal Establishment of an Industrial/Commercial/Govt. Undertaking. <b>Desirable :</b> Post Graduate Degree in Law from a recognized University.
02	Sr. Accounts Officer (Class-I)	Rs.20600 -46500/-	01 (UR)	35	<b>Essential:</b> Member of Institute of Chartered Accounts of India or of Institute of Cost and Works Accountants of India. ii) Five years experience in Executive cadre in the field of Finance, Accounting in an Industrial/ Commercial/Govt. Undertaking.
03	Assistant Executive Engineer (Town Planning), (Class-I)	Rs.20600 -46500/-	01 (UR)	30	<b>Essential:</b> a) Degree with a Post Graduate degree/diploma in Architecture/Town and Country Planning or Degree in Civil Engineering from a recognized University/Institution or corporate membership of Institution of Surveyor(India) <b>Desirable</b> i) A degree in Law from a recognized University. ii) Two years executive experience in Town Planning/ Estate Management/ Valuation in an Industrial/ Commercial/ Govt. Undertaking.
04	Deputy Marine Engineer, (Class-I)	Rs.20600 -46500/-	01 (UR)	35	(i) MOT II Class Motor Certificate issued under Merchant Shipping Act, 1958. (ii) 2 years experience as independent watch keeping Engineer on broad and foreign going ship.
05	Engineer In-Charge(Tug) (Class-II)	Rs.16400 -40500/-	03 (UR-2) (OBC-1)	35	<b>Essential :</b> a. Must hold certificate of Inland Engineers under IV Act or MEO Class-IV issued by DG Shipping, Govt. of India or Equivalent Certificate from other Country recognized by DG Shipping. b. Should have 5 years of experience in operation and maintenance of Tug and Floating crafts.

## **GENERAL CONDITIONS**

- i) Applications, complete in all respects in the prescribed format given herein-after, addressed to **Secretary, Paradip Port Trust, Dist-Jagatsinghpur, Odisha- 754142 should reach the office of Secretary, Paradip Port Trust** by REGISTERED POST WITH AD on or before **15.09.2018**.
- ii) The envelope containing the application should be clearly superscribed in **BOLD** capital letters with the post applied for and reservation category as given below:-  
**“APPLICATION FOR THE POST OF \_\_\_\_\_ & CATEGORY “ \_\_\_\_\_ ”**
- iii) Applicant must attach two latest passport size photographs indicating his/her name on the back side.
- iv) Qualification & experience of the candidates should be strictly in accordance with the prescribed Recruitment Rules.
- v) The cutoff date for determining the age is **15.09.2018**
- vi) Relaxation, if any, will be as per Govt. Guidelines. Age limit prescribed for applying the post will not apply in case of departmental candidates of PPT. Relaxation of age for the candidates enlisted under compassionate appointment scheme and who also are engaged on contract basis through formal method of recruitment will be as per Admn. Deptt. Office Order No. AD-RR-II-05-2011(Vol.IV)/4889 dated 29.11.2013. Relaxation of upper age limit in respect of workers engaged through contractors/co-operative societies/directly by PPT will be as per Admn. Deptt. Office Order No. **AD-RR-II-18/2013/2167 dated 28/30th May, 2014**. They should submit the applications **through proper channel**.
- vii) No request for change of any entries or part, originally indicated in the application form shall be entertained.
- viii) The candidates shall be held responsible for correctness of all information given by him/her and in case of any information/documents found to be incorrect at a later stage, action shall be taken against the candidates including dismissal from service as per rule.
- ix) Attested/Self attested true copies of proof of age/date of birth, academic/ professional qualification, caste certificate and experience etc. relating to the post advertised be attached with the applications and **any document found unattested may lead to rejection of the application**.
- x) No representation on any ground, for non-appearance for the test/interview etc. by the candidates will be entertained and his/her candidature will not be considered in such an eventuality.
- xi) Persons already employed should send their applications through proper channel and have to produce ‘No Objection Certificate’ from their present employer at the time of test/interview.
- xii) The candidate should not have been convicted by any Court of Law.
- xiii) Incomplete applications shall be summarily rejected.
- xiv) The candidates should note that PPT will in no case be responsible for non-receipt of their applications by PPT or any delay in receipts of call letters for written test/interview by the candidates or any reason whatsoever.
- xv) The candidates are advised to visit the website **www.paradippport.gov.in** for further instructions/directions/amendments etc. from time to time.
- xvi) PPT reserves the right to modify/cancel the advertisement, if required at any time due to administrative reasons without assigning any notice/reason thereof.
- xvii) PPT may conduct written test or interview or both for selection of candidates if required.
- xviii) Any dispute with regard to this recruitment will be subject to jurisdiction within the **district of Jagatsinghpur**.
- xix) Decision of the Appointing Authority would be final, with regard to all matters connected with the recruitment.

**Sd/-**  
**Sr.Dy.Secretary,**  
for Secretary,  
**Paradip Port Trust**

**PARADIP PORT TRUST**  
**ADMINISTRATIVE DEPARTMENT**

Affix  
Passport  
size  
Photograph

**APPLICATION FOR THE POST OF:** \_\_\_\_\_

1. Name of the Candidate (in Block letters) : \_\_\_\_\_
2. Father's/Husband's Name : \_\_\_\_\_
3. Date of Birth (dd/mm/yyyy) : \_\_\_\_\_
4. Age as on 15.09.2018 : \_\_\_\_\_
5. Permanent Address (with pin code) : \_\_\_\_\_
  
6. Address for correspondence (with pin code) : \_\_\_\_\_
  
7. E-mail address, phone numbers (office, residence & mobile) along with fax no. if any : E-mail: \_\_\_\_\_  
: Mob: \_\_\_\_\_  
: Ph (off): \_\_\_\_\_  
: Ph (Res): \_\_\_\_\_
  
8. Nationality :
  
9. Religion :
  
10. Whether belong to Minority /Community, if yes, please specify. :
  
11. Whether belongs to SC/ST/OBC/UR :
  
12. Gender :
  
13. If physically handicapped, sub Category of PH :
  
14. Marital Status :

15. Details of Educational Qualification from Matriculation onwards (Enclose a separate sheet, duly signed, if the space below is insufficient):

Sl. No.	(1)	(2)	(3)	(4)	(5)
a) Examination passed					
b) Year of passing					
c) Name of College/ Institute					
d) University/ Board					
e) Main subjects					
f) Total aggregate percentage of marks obtained/ division/ etc.					

16. Details of experience (in chronological order). (Enclose a separate sheet, duly signed, if the space below is insufficient. : \_\_\_\_\_

Sl. No.		(1)	(2)	(3)	(4)	(5)
a) Name of organization						
b) Post held with dates						
	From					
	To					
c) Brief description of duties						
d) Details of experience						
e) Scale of pay						
f) Total Salary						

17. Details of computer knowledge Language(s) known and application Software used : \_\_\_\_\_

18. Additional information, if any, which you would like to mention in support of your suitability for the post (This among other things may provide information with regard to (i) additional academic qualifications, (ii) professional training, (iii) work experience over and above advertisement) [enclose a separate sheet, duly authenticated by your signatures, if the space is insufficient] : \_\_\_\_\_

19. Language known (Read, write, speak and understand) : \_\_\_\_\_

**DECLARATION**

I hereby solemnly declare and undertake that all information furnished by me is true, correct and complete to the best of my knowledge and belief. I also undertake that, if at any stage of selection, the information furnished is false or misleading, my candidature/appointment/services will stand cancelled/terminated without assigning any reasons there for.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Place: \_\_\_\_\_

Name : \_\_\_\_\_

Note: Self attested copies of documents in support of educational qualification and experience must be enclosed. Application will not be considered without self attested copies of all supporting documents.

