

मुंबई पोर्ट ट्रस्ट  
MUMBAI PORT TRUST

सामान्य प्रशासन विभाग  
पोर्ट भवन, दूसरा माला  
शूरजी वल्लभदास मार्ग, बॉलार्ड इस्टेट  
मुंबई - 400 001.

General Administration  
Department,  
Port House, 2<sup>nd</sup> floor,  
S.V. Marg, Ballard Estate,  
MUMBAI - 400 001.

फोन/Phone: 91-22-6656 5656  
फॅक्स/Fax : 91-22-2269 6953  
ई-मेल : mbpt@vsnl.com



No: GAD/P/RECT-HOD/6322

17<sup>th</sup> October 2015

**VACANCY CIRCULAR**

Sub: Filling up the post of Traffic Manager  
in Mumbai Port Trust on deputation.

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Applications are invited for the post of Traffic Manager as head of the Traffic Department [Scale of Pay of Rs.51300-73000 (on IDA pattern)] on deputation basis for a period of 3 years. Accordingly, Officers from the Major Port Trusts/ Central/ State Government Departments/Autonomous Bodies/Semi-Govt./PSUs etc. fulfilling the prescribed qualifications and experience given below may apply. Copy of Recruitment Rules is at Annexure I.

**MINIMUM ELIGIBILITY REQUIREMENTS**

- (i) Degree from a University.
- (ii) Officers holding analogous posts or officers holding post of Traffic Manager and equivalent posts in Traffic Department in the scale of pay of Rs.43200-66000 (pre-revised Rs.18500-23900) with 2 years regular service in the grade or officers holding post of Sr. Dy. Traffic Manager and equivalent posts in Traffic Department in the scale of pay of Rs.32900-58000 (pre-revised Rs. 16000-20800) and above with 5 years regular service in the grade in Govt./ Semi- Govt./PSUs or Autonomous bodies will be eligible. The selection is by merit for which the benchmark in overall grading in the ACRs will not be below "Very Good".

2.1 The applicant should have at least four years' service left for retirement in the present organization for deputation posting.

2.2 Benefits admissible include DA on IDA pattern and other allowances with monthly gross remuneration of about Rs.1,31,328 plus HRA at 30% (of basic) in case not residing in Port's accommodation.

3. Applications should be made in the format at Annexure II and should be submitted through proper channel, along with copies of all required documents so as to reach this office latest by 30.11.2015. The crucial date for determining eligibility is 1.10.2015.

4. Applications should be forwarded by the concerned Organization to the undersigned along with the following:

- (i) Certificate below the application duly filled in and signed by the Head of the Department/Organization.
- (ii) Certified copies of the ACRs for the last five years (1.4.2010 to 31.3.2015) duly attested by an officer not below the rank of Dy. HOD on each of the page.
- (iii) A statement showing year-wise availability of ACRs duly signed by the Head of the Department/Organization. If ACR for a particular year/ period is not available, the certificate to that effect may be attached; and
- (iv) Vigilance and administrative clearances (as per the Ministry of Shipping's letters dated 17.8.2010 and 17.2.2011).

5. Circular along with annexures is also available on our website [www.mumbaiport.gov.in](http://www.mumbaiport.gov.in).

6. The last date for receipt of applications duly completed by the concerned Organization is 30.11.2015.

7. Applications received after the last date and incomplete applications are liable to be rejected.

Yours faithfully,

DA : As above

sd/-  
(R. P. Paibir)  
SECRETARY

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To

**(i)** All Chairmen/ Dy. Chairmen of the Major Port Trusts w.r.t. Port Officers.

**(ii)**

1. Chief Secretaries of the States/ UT Govts.
2. Secretary, Department of Personnel & Training.
3. Secretary, Ministry of Home Affairs
4. Secretary, Ministry of Environment and Forest
5. Secretaries of All Ministries and Departments under Govt. of India

Copy to:

1. Shri P. K. Roy, Dy. Secretary, Ministry of Shipping, Ports Wing, Transport Bhavan, 1 Sansad Marg, New Delhi 110 001 with a request to arrange for publication in the website of the Ministry of Shipping. It is also requested to send a scanned copy of the vacancy circular to DOPT for posting it on their website. The e-mail address of DOPT is [persinfotech@nic.in](mailto:persinfotech@nic.in) with a copy to [diracc@nic.in](mailto:diracc@nic.in). The subject of the e-mail should be "Vacancies in Autonomous Organisation".
2. The Technical Director, NIC, DOPT, Room No. 11/A, North Block, New Delhi.

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APPLICATION FORMApplication for the post Traffic Manager on  
Deputation basis in Mumbai Port Trust

Photograph  
(3.5 cm x 3.5 cm)

1. Full Name (in block letters) :
2. (a) Address for communication :  
(b) Telephone No./Mobile No. :  
(c) Fax/E-mail address :
3. Date of birth :
4. Date of retirement :
5. Category (caste certificate to be enclosed in case of SC/ST/OBC) : SC  ST  OBC  GEN
6. Present post with scale of pay :
7. Date of continuous appointment:  
in the present post
8. Date of first appointment in :  
Class I cadre of the  
Organization
9. Educational and other :  
qualifications  
(graduation certificate and  
certificate for higher professional  
qualification to be enclosed)

Examination	University	Year of passing	Class and percentage obtained	Special subjects

10. Details of fulfilling qualifying service: (only regular service is to be counted)

<u>Post held</u> Scale	Period		
	on Regular basis	on Officiating basis	Against Temporary post

Note : (1) All columns must be clearly filled in.

(2) Pay-scale granted as financial upgradation under Modified Assured Career Progression Scheme (MACPS) should not be indicated as it is not a regular service in the grade.

11. Details of present and past employments/experience in chronological order:

Name of the Organization	Posts held	Scale of pay	Period		Nature of duties
			From	To	

12. Any outstanding achievement in the posts so far held (give brief note) :

13. Languages known (Read, Write and Speak) :

14. Any other information that applicant may like to mention (give brief note) :

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

(Signature of the Applicant)

Place:

Date:

Certificate to be given by Head of Office of the applicant.

1. The particulars furnished by the applicant are correct and he/she fulfils the eligibility criteria.
2. No disciplinary/vigilance case is pending or contemplated against the applicant and he/she is clear 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. If any, kindly indicate details thereof.
5. Attested copies of ACRs for the last five years (1.4.2010 to 31.3.2015) are enclosed.

SIGNATURE OF THE HEAD OF  
DEPARTMENT/ ORGANIZATION  
WITH SEAL

- Note:**
1. Applicant may enclose self-attested copies of certificates in support of the educational and other qualifications.
  2. Applicant may enclose copies of documents in support of employment in organizations other than in major port trusts.

## ANNEXURE -I

## Extract of RR from the Mumbai Port Trust Employees (Recruitment, Seniority and Promotion) Regulations, 2010

Sl. No.	Name of the Post	No. of Posts	Classification	Scale of Pay (Rest.)	Whether Selection or Non-Selection	Upper Age limit for direct recruitment (in years)	Educational and other qualifications prescribed for 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	
64	Traffic Manager	1	Class-I (HOD)	20500-500-26500	Selection	45	<p><b>Essential :</b></p> <p>(i) A degree from a university.</p> <p>(ii) Seventeen years experience in shipping/ cargo operations/ railway transportation in executive cadre in an Industrial/ Commercial/ Govt. Undertaking.</p>	(a) No (b) Yes (c) No	N.A.	By absorption through composite method failing which by deputation and failing both by direct recruitment.	For absorption through composite method, Officers holding analogous posts or the post of Traffic Manager in Category -II ports with 2 years regular service or officers holding posts in the scale of pay of Rs.17500-22300 with 4 years regular service in the grade or officers holding posts in the scale of pay of Rs.16000-20800 with 5 years regular service in the grade in the Traffic Deptt.of a Major Port Trust will be eligible.	For deputation, Officers holding analogous posts or officers holding post of Traffic Manager and equivalent posts in Traffic Department in the scale of pay of Rs.18500-23900 with 2 years regular service in the grade or officers holding post of Sr.Deputy Traffic Manager and equivalent posts in Traffic Department in the scale of pay of Rs.16000-20800 and above with 5 years regular service in the grade in Govt./Semi-Govt./PSUs or Autonomous Bodies will be eligible. The selection is by merit for which the benchmark in overall grading in the ACRs will not be below "Very Good".	