



Port
Par-Excellence

चेन्नै पोर्ट ट्रस्ट
CHENNAI PORT TRUST

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प्रशासनिक कार्यालय
ADMINISTRATIVE OFFICE
राजाजी सलै, चेन्नै - ६०० ००१
Rajaji Salai, Chennai - 600 001.
Website : www.chennaiport.gov.in

No.RC1/6159/2021/GA

Dated: 15.03.2022.

To

The Chairmen of all Major Port Authorities (Except KPL).

Sir,

Sub: ESTT. – Filling up of one post of Deputy Materials Manager (Class I) in the scale of pay of Rs.50000-160000 (Revised) (Pre-revised scales: Rs.20600-46500 / 10750-16750) in M & EE Department, Chennai Port Authority on absorption / deputation Method – Reg.

1. Applications are invited for filling up of one post of **Deputy Materials Manager (Class I)** in the scale of pay of Rs.50000-160000 (Revised) (Pre-revised scales: Rs.20600-46500 / 10750-16750) in M & EE Department of Chennai Port Authority, through **absorption / deputation Method**, from the eligible Officers of Major Port Authorities, who possess the prescribed qualifications, experience, as mentioned in the RR, enclosed at Annexure – 1.

2. Eligible candidates have to apply through '**Online Application Portal**' (OAP) of the **Ministry of Ports, Shipping & Waterways** (<http://onlinevacancy.shipmin.nic.in>) and a print-out of the online application should be sent through proper channel, along with the following documents within the stipulated time.

- Copies of educational qualifications and experience,*
- Undertaking of the applicant not to withdraw if selected.*
- A self attested Passport Size Photo of the candidate to be affixed on the application.*

..2/-

3. Ports have to forward the applications of suitable and willing Officers who satisfy the requirements, along with the following documents, so as to reach **SECRETARY, CHENNAI PORT AUTHORITY, RAJAJI SALAI, CHENNAI – 600001, on or before 28.04.2022:**

- (a) Photocopy of ACRs of the applicant for the last 5 years duly attested by an officer, not below the rank of Deputy Head of Department, on each of the page,
- (b) No Objection Certificate of respective Port Authority.
- (c) Vigilance / Administrative Clearance of the Officer in the proforma prescribed at Annexure – 2.
- (d) The veracity of the University Certificates and the recognition of the Degree obtained by the applicant may be ensured and certified.
- (e) If ACR for a particular year/period is not available, a certificate to that effect should be enclosed.
- (f) If any major or minor penalty has been imposed on the applicant during the last 10 years, the details of the disciplinary case leading to such penalty, along with necessary documents, have to be sent.

4. The Officer selected for the above post will be appointed on **absorption / deputation Method** and will be governed by the terms and conditions, prescribed by the Central Government.

5. The crucial date for determining the eligibility is the last date of receipt of applications, i.e. 28.04.2022. Applications received through proper channel will only be considered. Applications received after the last date / without ACRs / without enclosures, etc, will not be considered. ChPA reserves the right whether to fill up the post or not.

6. The applications duly forwarded within the due date shall only be considered. Hence the Port Authorities are requested to forward the applications with complete details, so as to reach the undersigned on or before 28.04.2022.

7. The Circular along with Annexures is also available on our Website www.chennaiport.gov.in.

- Encl.: 1. Annexure – 1. Copy of the Recruitment Rules for the post
2. Annexure – 2. Proforma for Vigilance / Administrative Clearance
3. Annexure – 3. Certificate to be given by the Head of Office

Yours faithfully,

e. shane

SECRETARY

Copy to:

1. **The Secretary to the Govt. of India,** Ministry of Ports, Shipping & Waterways, Ports Wing, New Delhi 110 001. Kind Attn: **Shri Sandeep Gupta, Director** (w.r.t. Ministry letter No.I-26/2/2017- PE.I (Part (1)) dated 03.05.2017)
2. **Sr.Dy.Director (EDP)/ ChPT** with a request to post the Circular along with Annexures in the **Website**.
3. **All HODs of ChPT** with a request to **circulate among the Officers of Chennai Port Authority**

ANNEXURE – 1

RECRUITMENT RULES FOR THE POST OF DEPUTY MATERIALS MANAGER

Sl. No.	Name of the Post	No. of posts	Classification	Scale of Pay (Rs.)	Whether Selection or Non-Selection	Upper Age limit for direct recruitment (in years)	Educational and other qualifications prescribed for direct recruitment	Whether (a) age Educational qualifications (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)
2	Deputy Materials Manager	3	Class I	10750-300-16750	Selection	35	<p>Essential:-</p> <p>i) Degree or equivalent in Mechanical / Electrical Engineering from a recognized university/ institution.</p> <p>ii) Five years experience in executive cadre in the field of Materials Management/ Mechanical Engineering/ Electrical Engineering in an Industrial/ Commercial/Govt. Undertaking.</p> <p>Desirable:- Post Graduate Degree / Diploma in Materials Management from a recognized university / institution.</p>	<p>(a) No</p> <p>(b) No, however a Diploma in relevant discipline from a recognized university/ institution is essential.</p> <p>(c) No</p>	2	By promotion failing which by absorption / deputation, failing both by direct recruitment.	Promotion from Asst. Materials Manager Gr.I in the scale of pay of Rs.9100-15100 with 5 years regular service in the grade failing which Asst. Executive Engineer (Mech/Elect.) in the scale of pay of Rs.9100-15100 with 5 years regular service in the grade failing both Asstt. Materials Manager Gr.I/ Asstt. Executive Engineer (Mech.Elect.) in the scale of pay of Rs.9100-15100 with 2 years regular service in the grade and a combined regular service of 8 years in the scales of pay of Rs.9100-15100 and Rs.8600-14600 in the respective discipline of M.M. Div/ M&E Engg Dept. OR Diploma Engineers in the scale of pay of Rs.8600-14600 with 8 years of regular service in the grade where the pay scale of Rs.9100-15100 does not exist in that discipline. Absorption / deputation will be of Officers holding analogous posts or feeder post with 5 years regular service in the grade in a Major Port Trust.	The existing posts of Dy. Controller of Stores in the scale of pay of Rs.10750-16750 under the Stores Dept. will be redesignated as Dy. Materials Manager in the scale of pay of Rs.10750-15100 under the Materials Management Division of Mech. & Elec. Engineering Dept.

**PARTICULARS OF THE OFFICERS FOR WHOM VIGILANCE COMMENTS /
CLEARANCE IS FURNISHED**

Sl. No.	Particulars														
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)														
	<table border="1"> <thead> <tr> <th>Sl. No.</th> <th>Designation & Place of posting</th> <th>From</th> <th>To</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Sl. No.	Designation & Place of posting	From	To										
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) (*)														
13.	Whether the Officer /Official has submitted his / her annual immovable property return of the previous year as required under Rule 18 of CCS (Conduct) Rules, 1964 within the prescribed limit														

Date

CHIEF VIGILANCE OFFICER
(Name, Signature, Seal)

(*) If Vigilance Clearance had been obtained from the Ministry/ CVC in the past, the information may be provided for the period thereafter

Certificate to be given by the Head of the Office

Certificate in respect of Shri / Smt _____
(Name & designation)

1. It is certified that the particulars furnished by the applicant are correct and he / she fulfills the eligibility criteria.
2. The veracity of the qualification certificates and caste certificates 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 he/she is clear from the vigilance angle.
4. His / Her integrity is certified.
5. It is certified that no major / minor penalties have been imposed on the Officer during the last 10 years.
6. Attested copies of ACRs for the last five years are enclosed.

Dated:

Signature of the Head of the Office
Name along with official seal