# DEENDAYAL PORT TRUST

Certified under ISO 9001 : 2008 & ISO 14001 : 2004

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**Administration Office Building,**
**Post Box No. 50,**
**Gandhidham (Kutch) 370 201**

No. GA/PS/2020/DyCAO/ 664

Dated, the _____ February, 2022
01/03/2022

To
The Secretary,
All Major Port Trusts

**Sub: Filling up of the post of Deputy Chief Accounts Officer (Class – I) in Deendayal Port Trust (formerly Kandla Port Trust) by Absorption/Deputation – reg.**

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Sir/Madam,

Applications are invited for filling up of the post of Deputy Chief Accounts Officer, in Deendayal Port Trust, in the Class I scale of pay of Rs.60,000-1,80,000 (pre-revised Rs. 13,000-18,250), by absorption/deputation method from the eligible and willing Officers of Major Port Trusts, fulfilling the eligibility criteria prescribed in the Recruitment Rule for the said post. The copy of the Recruitment Rule is enclosed as **Annexure – I**.

2. The application through proper channel may be sent in the prescribed proforma enclosed as **Annexure-II**, along with the following documents in an envelope, super scribing 'Application for the post of Deputy Chief Accounts Officer in Deendayal Port Trust', so as to reach the office of Secretary, Deendayal Port Trust, A.O. Building, Post Box NO.50, Gandhidham, 370 201 on or before **31/03/2022** : -

i) Copies of ACRs / APARs for the last 5 years, attested by Officer not below the rank of Dy. HoD on each page. If ACRs/ APARs for a particular year is not available, last available ACRs /APARs may be furnished with a non-availability certificate.

ii) Attested photocopies of all certificates and proof of educational qualification, present and past work experience in the respective post and pay scale.

iii) No Objection Certificate from the respective Port **(Annexure-III)**.

iv) Undertaking of the applicant to the effect that the candidature will not be withdrawn, if selected.

Contd…

v) Vigilance / Administrative clearance of the concerned Port, as per enclosed Proforma prescribed by the Ministry **(Annexure-IV)**.

vi) The veracity of the qualification certificates and the recognition of the degree obtained by the applicant may be ensured and certified.

vii) Two recent passport size photographs.

3. 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.

4. The crucial date for determining the eligibility will be last date of closing date of applications.

5. Incomplete application or application received after the due date or otherwise application received not through proper channel, will not be considered.

Encls: As stated above.

Yours sincerely,

**Secretary**
**Deendayal Port Trust**

**Copy to:** 1) Sr DD (EDP) - with request to upload the vacancy circular on the DPT website and the same may be removed after last date.

2) FA & CAO – For information.

**Annexure – I**

| Sr.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 (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 |
| **19** | **Deputy Chief Accounts Officer** | 1 | Class-I | 60000-180000 (Pre Revised) 13000-350-18250) | Selection | 40 | **Essential :-**<br>(i) Member of Institute of Chartered Accountants of India or of Institute of Cost and Works Accountants of India.<br>(ii) Nine years experience in executive cadre in the field of Finance. accounting in an Industrial/ Commercial /Govt. Undertaking. | (a) No<br>(b) No, however a degree from a recognised university is essential.<br>(c) No | 2 | By Promotion failing which by absorption/ deputation, failing both by direct recruitment | Promotion from Sr. Accounts Officer in the scale of pay of Rs.50000-160000 (Pre revised Rs.10750-16750) with 4 years service in the grade failing which Sr. Accounts Officer in the scale of pay of Rs.50000-160000 (Pre revised Rs.10750-16750) with 2 years service in the grade and a combined Service of 9 years in the scales of pay of Rs.50000-160000 (Pre revised Rs.10750-16750) & Rs.50000-160000 (Pre revised Rs.9100-15100) in the respective discipline of Finance Deptt.<br>Absorption/deputation will be of Officers holding analogous posts or post of Sr.Accounts Officer in the scale of pay of Rs.50000-160000 (Pre revised Rs.10750-16750) with 4 years service in the grade In a Major Port Trust. | |

Annexure-II

Affix recent passport size

**PROFORMA**

**BIO – DATA**

**Post applied for : Deputy Chief Accounts Officer** on Absorption.

**Advertisement No. GA/PS/2020/Dy.CAO/ dated ____/02/2022**

1. **Full name (in block letters) :**
2. **(a) Address for communication :**

   **(b) Telephone No./Mobile No. :**

   **(c) E-mail address :**
3. **Present post held, date of regular appointment to the present post Scale of pay & basic pay. :**
4. **Date of birth & age as on /02/2022 :**
5. **Whether belongs to SC/ST/OBC:**
6. **Date of initial appointment (in the Port Sector) :**
7. **Educational and Professional qualifications :**
8. **Details of employment / experience in Chronological order as on /02/2022.**

| Name of the Major Port Trust | Post held | Scale of pay | From | To | Nature of Duties |
|---|---|---|---|---|---|
| | | | | | |

9. **Any other relevant information :**

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

**(Signature of the applicant)**

**Date:**

Annexure-III

**Certificate to be given by Head of Office of the applicant :**

**Shri.....Designation .....**

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 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.**

5. **Attested copies of ACRs for the last five years (from 01/04/2015 to 31/03/2021) are enclosed.**

**Signature of the Head of Office**
**with seal**

Annexure-IV

# Particulars of the officer for whom Vigilance Comments / Clearances is being sought.

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

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. Position held (during the ten preceding years)

| S. No. | Designation & Place of Posting | From | To |
|---|---|---|---|
| 1 | | | |

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 chargesheet 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 had been obtained from the Ministry / CVC in the past, the information may be provided for the period thereafter.