



ISO 9001:2015, ISO 14001:  
20015, OHSAS 18001 : 2007  
& ISPS COMPLIANT PORT

வ.உ.சிதம்பரனார் துறைமுக பொறுப்புக் கழகம்  
वी.ओ. चिदम्बरनार पत्तन न्यास  
V.O. CHIDAMBARANAR PORT TRUST  
पत्तन, पोत परिवहन और जलमार्ग मंत्रालय  
MINISTRY OF PORTS, SHIPPING AND WATERWAYS  
भारत सरकार GOVERNMENT OF INDIA  
ADMINISTRATIVE OFFICE, HARBOUR ESTATE,  
TUTICORIN 628 004, TAMIL NADU  
URL : [www.vocport.gov.in](http://www.vocport.gov.in)



No.GAD-OGAG1-EST-SASST-VI-18(15605)/D38

Date: 08/01/2021

To  
The Secretary,  
All Major Port Trusts.

Sub: Filling up of one post of Senior Assistant Traffic Manager  
(post code : TR-SAM-02) by absorption/ Deputation Method in  
V. O. Chidambaranar Port Trust – Applications called for - reg.

---

Sir,

V. O. Chidambaranar Port Trust intends to fill up one vacant post of Senior Assistant Traffic Manager (post code : TR-SAM-02) in the scale of pay of Rs. 50000-160000 (Rs.20600-46500 pre-revised Rs. 10750-16750 pre-pre revised) on absorption/deputation basis, from the Officers of Major Port Trusts fulfilling the eligibility criteria prescribed in the Recruitment Rules – copy of Recruitment Rules enclosed as **Annexure-I**.

2. The eligible and willing Officer may therefore submit the application in the prescribed format enclosed as **Annexure - II** through proper channel along with the following documents in a sealed envelope, superscribing "Application for the post of Senior Assistant Traffic Manager", so as to reach to the Secretary, V.O.Chidambaranar Port Trust, Administrative Office, Harbour Estate, Tuticorin – 628 004, Tamil Nadu on or before **08/03/2021**.

- i) Copies of APARs for the last 5 years, attested by officer not below the rank of Dy.HOD on each page. [If APAR for a particular year is not available, last available APAR 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 Organisation.

- iv) Administrative clearance of the concerned Organisation, as per enclosed proforma (**Annexure-III**).
- v) Vigilance report is to be furnished in the format prescribed, vide Ministry of Shipping's letter No.A-12022/10/2005-PE.I dated 27<sup>th</sup> August 2010, copy of which is attached as **Annexure-IV**.
- vi) The veracity of the qualification certificates and caste certificate submitted by the applicant are ensured and certified.
- vii) Two recent passport size photographs.

3. The selection is by merit for which overall grading in the ACRs / APARs will not be below "Good". The crucial date for eligibility criteria will be determined as on the last date of receipt of application.

4. 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.

5. Incomplete application or application received after the due date will not be considered.

6. It is requested that the above vacancy may be circulated among the eligible Officers and the applications received may be forwarded in full shape to the above addressee within the above stipulated date.

Encl.: As stated

Yours sincerely,

*Au*  
*8/11/2021*  
Secretary (S/C)



## Annexure I

## RECRUITMENT RULES FOR CLASS I POSTS OF TRAFFIC DEPARTMENT, V.O.C PORT TRUST

Name of the post	No. of posts	Classification	Scale of pay (Rs)	Whether Selection by merit or Selection- cum- seniority or Non- selection post	Age limit for direct recruits	Whether benefit of added years of service is admissible under rule 30 of the Central Civil Services (pension) Rules, 1972	Educational and other qualifications required for direct recruits
(1)	(2)	(3)	(4)	(5)	(6)*	(7)	(8)
Senior Assistant Traffic Manager	2	Class I	Rs.20,600-46,500 (Rs.10750-16750 pre-revised)	Selection by merit	35	No	<b>Essential.</b> (I) A degree from a recognized University. (II) Five years experience in Shipping/Cargo operations/ Railway Transportation in Executive cadre in an Industrial/Commercial/Government Undertaking

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	Period of probation, if any	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts To be filled by various methods	In case of recruitment by promotion/ deputation absorption grades from which promotion/ deputation/ absorption, to be made	If a Departmental Promotion Committee exists- what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment
(9)	(10)	(11)	(12)	(13)	(14)
Age: No Qualifications: yes	2	By Promotion failing which by absorption/deputation failing both by direct recruitment.	Promotion from Assistant Traffic Manager Grade 1 in the Scale of Pay of Rs.20600-46500 (Rs.9100-15100 pre-revised) with 5 years regular service in the grade failing which Assistant Traffic Manager Grade 1 in the scale of pay of 20600-46500 (Rs.9100-15100 pre-revised) with 2 years regular service in the grade and a combined regular service of 8 years in the scale of pay of 20600-46500 (Rs.9100-15100 pre-revised) and Rs 16400-40500 (Rs.8600-14600 pre-revised) in the respective discipline of Traffic Department Absorption/deputation will be Officers holding the post of Sr. Assistant Traffic Manager or post of Assistant Traffic Manger Grade 1 in the scale of pay of Rs.20600-46500 (Rs.9100-15100 pre-revised) with 5 years regular service in the grade in a Major Port Trust.	i) Chairman- Chairman ii) Deputy Chairman- Member iii) Head of Department in charge of the Department in which the vacancy occurs- Member iii) Head of Department in charge of the personnel- Member iv) Representative of scheduled castes Scheduled Tribes and other Backward classes nominated by the Chairman	

Application for the post of Sr. Assistant Traffic Manager in V.O.Chidambaranar  
Port Trust by Absorption/Deputation Basis

**PROFORMA**

1. Name :
2. Father's/Husband's Name :
3. Date of Birth & Present age :
4. Whether belongs to SC/ST/OBC/UR :
5. Address for communication  
with Telephone/Mobile No. :
6. Academic and Professional Qualification:

Affix passport  
size  
photograph

Exam/Degree	Year of Passing	Name of Instt./ Board/ University	Marks Aggregated	Percentage

(Attach separate sheet, if required)

7. Employment History and Experience:

Name of the Ministry/ Dept./ Govt. organisation/ Autonomous Body/ company/ Corporation	Designation	Pay scale	Whether post is held on regular or ad- hoc basis	Period with date, month & year		Nature of work in brief
				From	To	

(Attach separate sheet, if required)

8. Please mention details of appreciation/  
Outstanding work done, if any, which  
was duly recognised by the higher authority

9. Enclosures (Please mention) :

10. Declaration:

I, hereby, solemnly declare that all the statements made in the above proforma are true and correct to the best of my knowledge and belief. If selected, the candidature will not be withdrawn:

Place:

Date :

Signature.....

Name and Address of the applicant.....



Certificate to be given by the Head of Office of

Shri / Smt .....

Designation .....

1. It is certified that the particulars furnished by the Officer are correct and he/she is fulfilling the eligibility criteria.
2. The veracity of the qualification certificates and caste certificate 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 that he/she is clear from the Vigilance and Administrative angle.
4. His / her integrity is certified.
5. It is certified that no Major/Minor penalty has been imposed on the Officer during the last 10 years.
6. Copies of APARs for the last 5 years from 2014-2015 to 2018-2019 are enclosed.

Dated:

Signature of the forwarding authority  
along with office seal.

Particulars of the officer for whom vigilance Comments/clearance 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. Positions held (during the ten preceding years)

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) (\*) :

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.