



जवाहरलाल नेहरु पत्तन प्राधिकरण JAWAHARLAL NEHRU PORT AUTHORITY

पत्तन कार्यालय : प्रशासन भवन, शेवा, नवी मुंबई - 400707. Port Office : Administration Bldg., Sheva, Navi Mumbai - 400 707.
मुख्य सतर्कता अधिकारी Chief Vigilance Officer - (022) 2724 4151 ; मुख्य प्रबंधक (प्रशासन) एवं सचिव Chief Manager (Admn.) & Secy - (022) 2724 4021 ;
मुख्य प्रबंधक (यातायात) Chief Manager (Traffic) - (022) 2724 4191; मुख्य प्रबंधक (यां.एव.वि.अ.) Chief Manager (M&EE) - (022) 2724 4181 ;
मुख्य प्रबंधक (वित्त) Chief Manager (Fin) - (022) 2724 4081; मुख्य प्रबंधक (प.यो.वि.) Chief Manager (PP&D) - (022) 2724 4156
उप-संरक्षक Dy. Conservator (022) 2724 4171; हार्बर मास्टर (022) 2724 4173.
Website : www.jnport.gov.in • E-mail : info@jnport.gov.in

Ref.: A/PE/A-07/2022/

197/1937

Date: 01/11/2022

To,

The Chairmen,
All Major Port Authorities.

**Sub.: Filling the posts of Chief Manager(Admn.) & Secy. – HoD in JNPA
by absorption through composite method from Major Ports.**

Sir,

In JNPA, the post of **Chief Manager (Admn.) & Secy.** in the pay scale of **Rs. 100000-260000** will fall vacant on regular basis w. e. f. 01.05.2023, and the same will be filled in as per the JNPT Employees (Recruitment, Seniority and Promotions) Regulations, 2011 amended on 26.08.2020.

The post will be filled by composite method of recruitment i.e. through promotion/transfer on absorption basis from the officers of Major Ports, fulfilling the criteria of eligibility prescribed in the schedule of JNPT Employees (Recruitment Seniority & Promotion) Regulations, 2011, amended on 26.08.2020(copies attached at Annex-I).


You are requested to bring it to the kind notice of concerned officers of your port.

The officers fulfilling eligibility criteria shall apply through “Online Application Portal” (OAP) of the Ministry of Shipping (<http://onlinevacancy.shipmin.nic.in>). No application other than OAP will be accepted. A hard copy of the application filled online must be sent through proper channel along with following documents in an envelope superscribing “**Application for the post of Chief Manager(Admin.) & Secy. in JNPA**” to The Chief Manager (Admn.) & Secretary, Jawaharlal Nehru Port Authority, Administration Building, Sheva, Navi Mumbai- 400707 on or before **30th November, 2022**. The cutoff date for determining the qualification, experience and age shall be 01.05.2023.

- 1) Photo copies of the ACRs of the applicant for the last 5 years.
(Attested by the officer not below the rank of HOD on each page).
- 2) Attested copies of certificates in support of the educational and other qualifications.
- 3) Undertaking from the applicant in the prescribed format (Annex-II).
- 4) Vigilance clearance in the prescribed format (Annex-III).
- 5) Certificate from concerned port in the prescribed format (Annex-IV).

If an officer, having applied for the post, withdraws his candidature for the post after his selection by the Service Selection Committee, will be liable for debarment from future selection to HOD level posts in all Major Port Trusts for a period of two years.

If the hard copy of the application along with the requisite documents is not received through proper channel in time or in case of receipt of advance copy of application, candidature of the candidate will not be considered if application is not received through proper channel within 15 days of last date of receipt of application



01/11/2022

(J. B. Dhawale)
Chief Manager(Admn.) & Secretary

Encl: As above.

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 (years)	Educational and other qualifications prescribed for direct recruitment	Whether (a) age (b) educational qualifications (c) experience for direct recruitments 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	
4	Chief Manager (Admn.) & Secy.	1	Class-I (HOD)	51300-73000	Selection	45	<p>Essential:</p> <p>(i) A degree from a recognised university</p> <p>(ii) Seventeen years experience in executive cadre in the field of General Admn. Personnel, Industrial Relation etc. in an Industrial/Commercial/Govt. Undertaking</p> <p>Desirable:</p> <p>Post Graduate degree/diploma in Personnel Mngt./Industrial Relations/ Social Work/Labour Welfare or allied subjects or degree in Law from a recognised university/institution.</p>	<p>(a) No</p> <p>(b) Yes.</p> <p>(c) No</p>	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 Secretary in category-II posts with 2 years regular service in the grade or officers holding posts in the scale of pay of Rs. 36600-52000 with 4 years regular service in the grade or officer holding posts in the scale of pay of Rs. 32900-58000 with 5 years regular service in the grade in the General Admn./Human Resources Dept./Legal Dept. of a Major Port Trust will be eligible	For deputation officers holding analogous posts or the post of Secretary and equivalent posts in GAD/HRO in the scale of pay of 43200-56000 with 2 years regular service in the grade or officer holding post of Manager/Sr. Dy. Secretary and equivalent posts in GAD/HRO in the scale of pay of Rs. 32900-58000 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 bench mark in overall grading in the ACRs will not below "Very Good."

- (iv) सा.का.नि. 652 (ई), दिनांक 01 जुलाई, 2016;
 (v) सा.का.नि. 662 (ई), दिनांक 05 जुलाई, 2016;
 (vi) सा.का.नि. 1502 (ई), दिनांक 11 दिसंबर, 2017;
 (vii) सा.का.नि. 1100 (ई), दिनांक 13 नवंबर, 2018 ; और
 (viii) सा.का.नि. 6 (ई), दिनांक 04 जनवरी, 2019.

[फा. सं. पीआर-24021/9/2020 पीई-I]
 विक्रम सिंह, संयुक्त सचिव

MINISTRY OF SHIPPING

(PHRD Division)

NOTIFICATION

New Delhi, the 26th August, 2020

G.S.R. 531(E).—In exercise of the powers conferred by sub-section (1) of section 124, read with sub-section (1) of section 132 of the Major Port Trusts Act, 1963 (38 of 1963), the Central Government hereby approves the Jawaharlal Nehru Port Trust Employees (Recruitment, Seniority and Promotion) Amendment Regulations, 2020 made by the Board of Trustees of the Port of Jawaharlal, as set out in the Schedule annexed to this notification.

2. The said regulations as approved shall come into force on the date of publication of this notification in the Official Gazette.

SCHEDULE

In exercise of the powers conferred by section 28 of the Major Port Trusts Act, 1963 (38 of 1963), the Board of Trustees of the Jawaharlal Nehru Port Trust hereby makes the following regulations further to amend the Jawaharlal Nehru Port Trust Employees (Recruitment, Seniority and Promotion) Regulations, 2011, namely:-

1. (1) These regulations may be called the Jawaharlal Nehru Port Trust Employees (Recruitment Seniority and Promotion) Amendment Regulations, 2020.

(2) They shall come into force from the date of publication of the approval thereto by the Central Government in the Official Gazette.

2. In the Jawaharlal Nehru Port Trust Employees (Recruitment, Seniority and Promotion) Regulations, 2011, in the Schedule,-

(i) under the heading "RECRUITMENT RULES FOR CLASS-I POSTS OF GENERAL ADMINISTRATION DEPARTMENT (MAIN ADMN.) IN JAWAHARLAL NEHRU PORT TRUST", against serial number 4 relating to the post of Chief Manager (Admn.) & Secy.,-

(I) in column 5, for the entries, the following entries shall be substituted, namely:-

"Rs.100000—260000 /-(the pay scale will be elevated to the scale of pay of Rs. 120000—280000/- after three years regular service with the approval of Central Government)";

(II) in column 12, for entries in para-I, the following entries shall be substituted, namely:-

"For absorption through composite method, officers holding posts in the scale of pay of Rs. 80000—220000/- with three years regular service in the General Administration Department or Human Resource Department or Legal Department of a Major Port Trust shall be eligible.";

(ii) under the heading "RECRUITMENT RULES FOR CLASS-I POSTS OF FINANCE DEPARTMENT IN JAWAHARLAL NEHRU PORT TRUST", against serial number 5 relating to the post of Chief Manager (Finance),-

UNDERTAKING

The information provided in the application is correct and if at any time it is found that the information furnished is incorrect/false, my candidature will stand cancelled. If any shortcoming/s is/are detected even after appointment, my services are liable to be terminated. In the event of my selection to the above post, I will not withdraw and undertake to accept the posting.

(Signature of applicant)

Particulars of the Officer for whom vigilance Comments/ clearance
is being sought

(To be furnished and signed by the CVO)

Sr. No.	Particulars	Details			
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)				
Sl. No.	Organisation (Name in full)	Designation & Place of Posting	Administrative/ nodal Ministry/Deptt. Concerned (in case of officers of PSU etc.)	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/officials has submitted his and her annual immovable property return of the previous year as required under rule 18 of the CCS (Conduct) Rules, 1964 within the prescribed limit.				
14.	Details of compliant pending against the officer as on date.				

Date:

(Name and signature)

(*) 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 Head of Office of the applicant

**Certificate in respect of(name of officer)
..... (designation).....(name of port) applied for the post of
..... in JNPA**

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 available five years are enclosed.
6. Port has no objection to relieve him/her in case of selection.

**SIGNATURE OF THE DY. CHAIRMAN/CHAIRMAN
ALONGWITH SEAL**