

महापत्तन प्रशुल्क प्राधिकरण

TARIFF AUTHORITY FOR MAJOR PORTS

चौथातल, भण्डार भवन, एम.पी.रोड, माझगाँव, मुम्बई - 400 010.

4th Floor, Bhandar Bhavan, M.P. Road, Mazgaon, Mumbai - 400 010.

Tel: 022-23792008, Fax:022-23757879, E-mail: tariff@tariffauthority.gov.in Website: http://tariffauthority.gov.in

No.A-35016/4/2003-TAMP/ 4377

Dated :- 19.11.2018.

VACANCY CIRCULAR

Subject: Filling up of the posts of Assistant and UDC in the Tariff Authority for Major Ports - on deputation basis.

The Tariff Authority for Major Ports, (TAMP), is a Statutory Body under the administrative control of the Ministry of Shipping, Government of India. TAMP was set up under the MPT Act, 1963, to regulate tariffs in Major Port Trusts and private terminal operators thereat.

2. TAMP invites applications for filling up Two (2) posts of Assistant and one (1) post of 'Upper Division Clerk (UDC) on deputation basis only. The details are given below :-

Sl. No.	Name & Number of vacancies	Pay Band & Grade Pay	Method of Recruitment	Eligibility criteria
1.	Assistant 2 (Two) Posts	₹.9,300-34,800 Grade Pay-₹.4,200/- in PB-2 (Pre-revised) Revised Pay Matrix (₹ 35,400-1,12,400)	Transfer on deputation basis only	I. <u>Educational and other qualifications:</u> A. <u>Essential:</u> i) Bachelor Degree from a recognized University. ii) At least 5 (five) years' service in the immediate lower Pay Band of ₹ 5,200-20200/- + Grade pay ₹ 2400/- or ₹ 2800/- in the Central / State Govt./Autonomous bodies / Public Sector Undertakings / or Major Ports. iii) Should have good knowledge of Office Procedure, Rules & Regulations relating to Establishment and General Administration work and the capacity to examine the cases thoroughly with good qualities of Noting & Drafting. B. <u>Desirable:</u> Should be well versed in the operation of Computer. Familiar with MS office or other similar software programmes.

				<p>C. Deputation Eligibility:</p> <p>(i) Employees of the Central Govt. / State gov. / Public Sector Undertaking / Major Ports holding analogous posts on regular basis in parent cadre/department or with 5 (five) years of regular service in the immediate lower grade of GP ₹ 2400/2800 in the PB ₹ 5,200-20,200/-</p> <p>(ii) Possessing educational qualification and experience prescribed as I (A) above.</p>
2	Upper Division Clerk (one post)	<p>Pay Band 1 ₹ 5200-20200 + Grade Pay of ₹ 2400/- (PRE-REVISED)</p> <p>Revised Pay Matrix (₹ 25,500-81,100)</p>	Transfer on deputation basis only	<p>I. Educational and other qualifications:</p> <p>(A).Essential</p> <p>(i) Bachelor Degree from a recognized University.</p> <p>(ii) Atleast 8 (Eight) years of regular service in the immediate lower Pay Band of ₹.5200 - 20,200/- + Grade Pay of ₹.1900/- (pre-revised) in Central /State Govt / Autonomous bodies / Public Sector Undertakings / Major Ports or in reputed companies.</p> <p>(B) Desirable:</p> <p>Should be well versed in the operation of computer / familiarity with M.S. Office / Windows and similar software programmes.</p> <p>II. Deputation Eligibility:</p> <p>(i) Employees of the Central Govt./ State Govt./ Autonomous Body/ Public Sector Undertaking/ Major Ports holding analogous posts on regular basis in parent cadre/department or</p> <p>ii) with 8 (Eight) years of regular service in the immediate lower Pay Band of ₹.5200-20,200/- + Grade Pay of ₹.1900/-(pre-revised) or equivalent.</p> <p>(iii) Possessing educational qualifications and experience prescribed as I(A) above.</p>

2. The posts will be filled up on deputation basis only on usual terms and conditions applicable in such cases. The period of deputation will be initially for a period of one year and in which may be extended depending on the requirement of the Authority for further period of three years. The maximum age limit for deputation/ contract shall be 56 years on the last date of receipt of the application. The details of the post, eligibility conditions thereof are given above.

3. Applicants employed in Government Department/ Undertakings etc., should submit their applications through proper channel with a certificate from the competent authority that the particulars furnished by the official are correct, no disciplinary/ vigilance case is pending or

contemplated against the applicant and he/she is clear from vigilance angle along with integrity certificate and attested copies of the ACRs for the last 5 years.

4. The pay of the official selected for appointment to the above posts will be regulated as per the Rules followed by this Authority. Suitable accommodation will be provided in the quarters provided by the Mumbai Port Trust on terms and conditions applicable to government servants, subject to availability. The service conditions of the selected candidate shall be regulated in accordance with the Tariff Authority for Major Ports Regulations and applicable rules in force from time to time.

5. Applications should be addressed to the Administrative Officer, Tariff Authority for Major Ports, 4th floor, Bhandar Bhawan, Muzawar Pakhadi Road, Mazgaon, Mumbai- 400 010 within 20 days from the date of publication of this advertisement in Employment News.

- Note:-**
- (i) Incomplete applications will not be considered.
 - (ii) No TA/DA will be paid to the candidates called for the Interview.
 - (iii) The Authority reserves the right to cancel the above vacancy wholly or partially.
 - (iv) The Authority reserves the right to relax any of the educational qualification/ experience criteria for the above post in case of deserving candidates.

(D.S. Bhopale)
Administrative Officer

**APPLICATION FOR THE POST OF “ ASSISTANT & UPPER DIVISION CLERK (UDC) ” ON
TRANSFER ON DEPUTATION BASIS - PROFORMA**

Application for the post of _____



1. Name (in BLOCK LETTERS) :
2. Father's / Husband's Name :
3. Age & Date of Birth :
4. Address for correspondence
with contact no. & E-mail ID, if any. :
5. Educational qualifications :
Essential :
Desirable :
6. Whether belongs to SC/ST/OBC:s
(Attach a certified copy of requisite
Caste Certificate)
7. Work experience, along with
details of pay and duties :

Sr.No.	Office/Instt./Orgn.	Post held	From	To	Scale of Pay and Basic Pay	Nature of duties.

(Attach separate sheet if space not sufficient)

8. Any other information :

Date:-

Place:-

(Signature of the Applicant)

9. In case applicants who are employed in Government Departments/ Undertakings, the following certificate is to be given by the Head of the office of the applicant:
 - (a) It is certified that particulars furnished by the officer are correct.
 - (b) It is certified that no disciplinary/ vigilance case is pending or contemplated against the applicant and he/ she is clear from the vigilance angle.
 - (c) His/ Her integrity is certified.
 - (d) Attested copies of ACRs for the last five years are attached.

(Signature of the Competent Authority with seal)