

# महापत्तन प्रशुल्क प्राधिकरण

## TARIFF AUTHORITY FOR MAJOR PORTS

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

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

Dated :- 06.07.2017.

### VACANCY CIRCULAR

**Subject: Filling up of the posts of Assistant Director, Assistant, Cashier and Accountant in the Tariff Authority for Major Ports - on deputation basis, failing which on contract basis.**

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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 of one posts each of 'Assistant Director', 'Assistant', 'Cashier' & 'Accountant' on deputation basis, failing which on contract basis. The details are given below :-

Sl. No.	Name & Number of vacancies	Pay Band & Grade Pay	Method of Recruitment	Eligibility criteria
1.	Assistant Director- <b>1 (one) Post</b>	₹.15,600-39,100+ Grade Pay- ₹.5,400/- in PB-3 (Pre-revised)	Transfer on deputation failing which on contract basis	<b><u>Deputation basis :</u></b> <b>I.</b> Transfer on deputation from amongst the employees under the Central Govt./ State Govt./ Public Sector Undertaking/ Port Trust/ autonomous body or statutory organizations. <b>(a)</b> holding analogous posts on regular basis in parent cadre/department; or <b>(b)</b> With 3 (three) years regular service in the parent cadre/ department in the PB-2 Pay Band of ₹. 9300-34,800/- + Grade Pay ₹.4,600/- or equivalent; and/or <b>(c)</b> With 8 (eight) years regular service in the posts in the parent cadre/ department in the PB-2 Pay Band of ₹.9300-34,800/- + Grade pay ₹.4,200/- or equivalent.

				<p>II. Possessing the educational qualifications as prescribed for appointment on contract basis as given below.</p> <p><b><u>Educational &amp; other qualifications</u></b> : (applicable on Contract basis also).</p> <p>(i) <b><u>Essential:</u></b></p> <p>(a) Qualifications recognized for enrolment in the Register of Members of the Institute of Chartered Accountants of India or of the Institute of Cost Accountants of India or the institute of Company Secretaries of India or Graduate/Post Graduate in commerce with MBA in Finance.</p> <p>(b) 3 (Three) years' experience in costing/ finance / tariff fixation matters relating preferably to ports or other Regulatory Authorities.</p> <p>(ii) <b><u>Desirable :</u></b> Degree of a recognized University or equivalent preferably in Commerce and Accounts.</p>
2.	Assistant <b>(1) Posts</b>	Rs.9300-34,800 + Grade Pay – Rs.4200/- in PB-2 (pre-revised)	Transfer on deputation failing which on contract basis	<p><b><u>Deputation basis :</u></b></p> <p>I. Transfer on deputation from amongst the employees under the Central Govt./ State Govt. Organizations/ Autonomous Body/ Public Sector Undertaking/ Major Port Trusts holding analogous posts; or with 5 (five) years service in the immediate lower grade.</p> <p>II. Possessing the educational qualifications as prescribed for appointment on contract basis as given below.</p> <p><b><u>Educational and other qualification:</u></b> (applicable on Contract basis also).</p> <p><b><u>i) Essential:</u></b></p> <p>a) Bachelor Degree from a recognized University.</p> <p>b) Atleast 5 (five) years service in the immediate lower grade in the Central/ State Govt./ Autonomous body/ Public Sector undertaking or Major Ports.</p> <p>c) Should have good knowledge of office procedure, Rules and Regulations relating to Establishment and General Administration</p>

				<p>work and the capacity to examine the cases thoroughly with good qualities of noting and drafting.</p> <p><i>ii) <b>Desirable</b> : Should have proficiency in typing on electronic typewriter/ working on computer/ personal computer.</i></p>
3.	Accountant <b>(1) Posts</b>	Rs.9300-34,800 + Grade Pay – Rs.4200/- in PB-2 (pre-revised)	Transfer on deputation failing which on contract basis.	<p><b><u>Deputation/ Absorption basis :</u></b></p> <p>I. Transfer on deputation/ absorption from amongst the employees of the Central Govt./ State Govt. Organizations/ Autonomous Body/ Public Sector Undertaking/ Major Ports holding analogous posts; or with 5 (five) years service in the immediate lower grade with Cash and Accounts Training from ISTM or equivalent and possessing 5 years experience of Cash Accounts and Budget work.</p> <p>II. Possessing the educational qualifications as prescribed for appointment on contract basis as given below.</p> <p><b><u>Educational and other qualification:</u></b> (applicable on Contract basis also).</p> <p><b><i>i) Essential:</i></b></p> <p>a) Bachelor Degree from a recognized University with two years experience of Budget and Accounts;</p> <p>or</p> <p><b>b) 10+ 2</b> pass with Maths and Commerce as subject and having 5 years' experience in handling Budget and Accounts matters.</p>
4.	Cashier <b>(1) Posts</b>	Rs.9300-34,800 + Grade Pay – Rs.4200/- in PB-2 (pre-revised)	Transfer on deputation failing which on contract basis	<p><b><u>Deputation/ Absorption basis :</u></b></p> <p>I. Transfer on deputation/ absorption from amongst the employees of the Central Govt./ State Govt. Organizations/ Autonomous Body/ Public Sector Undertaking/ Major Ports holding analogous posts; or with 5 (five) years service in the immediate lower grade with Cash and Accounts Training from ISTM or equivalent and possessing 5 years experience of Cash and Accounts work.</p> <p>II. Possessing the educational</p>

				<p>qualifications as prescribed for appointment on contract basis as given below.</p> <p><b><u>Educational and other qualification:</u></b> (applicable on Contract basis also).</p> <p><b><u>i) Essential:</u></b></p> <p>a) Bachelor Degree from a recognized University with two years experience of Cash and Accounts;</p> <p>or</p> <p>b) 10+ 2 pass with Maths and Commerce as subject and having 5 years' experience of Cash and Accounts.</p>
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2. The posts will be filled up on deputation basis failing which on contract basis on usual terms and conditions applicable in such cases. The period of deputation will be initially for a period of three years and in case of contract will be initially for a period of one year which may be extended depending on the requirement of the Authority. 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. Interested candidates may forward their applications indicating clearly the name of the post applied for affixing a recent passport size photograph furnishing- Name in block letters, Father's/ Husband's Name, Address for correspondence alongwith contact telephone number & Email-Id, Age & Date of Birth, Educational Qualification- Essential & Desirable, category to which they belong, Work experience with details of pay & duties and any other relevant information alongwith attested copies of certificates, proof of educational qualifications, date of birth and Caste certificate etc., 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.
  - v) Pay indicated against the posts are pre-revised scale. The pay in respect of the candidates selected on deputation basis shall be fixed as per the recommendation made by the 7<sup>th</sup> Central Pay Commission.
  - vi) Candidates selected on contract basis shall be paid consolidated pay on the basis of his educational qualification, experience etc.

**Encl: As above.**

**( D.S. Bhople )  
Administrative Officer**

**APPLICATION FOR THE POST OF “ ASSISTANT/ CASHIER/ ACCOUNTANT”**  
**ON TRANSFER ON DEPUTATION BASIS - PROFORMA**



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)