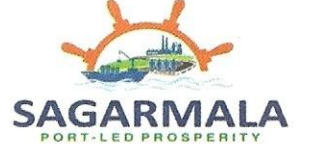




ನವ ಮಂಗಳೂರು ಬಂದರು ಪ್ರಾಧಿಕಾರ  
ನವ ಮಂಗಳೂರು ಪತ್ತನ ಪ್ರಾಧಿಕಾರಣ  
NEW MANGALORE PORT AUTHORITY  
(Fully Solar Powered)

ಭಾರತ ಸರ್ಕಾರ ( ಪತ್ತನ, ಪೊತ ಪರಿವಹನ ಔರ ಜಲಮಾರ್ಗ ಮಂತ್ರಾಲಯ )  
Govt of India (Ministry of Ports, Shipping and Waterways)  
ಪಣಂಬೂರು ಪಣಮ್ಬೂರ Panambur / ಮಂಗಳೂರು ಮಂಗಳೂರು Mangalore - 575010

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Azadi Ka  
Amrit Mahotsav



**No. 4/2/2023/ERS.4**

**Date: 17-01-2023**

To

The Chairperson,  
All Major Port Authorities.

Sir,

Sub:- Filling up of the post of Junior Assistant (Class III) on Absorption/ deputation (likely to absorbed) at NMPA – applications invited.

1. Applications are invited for filling up of the following post by absorption/deputation (likely to be absorbed in NMPA) from the employees of Major Ports fulfilling the eligibility criteria stipulated in the Recruitment Rules (RR) of respective post enclosed herewith as **Annexure - I**.

Sl. No.	Name of the Post	No. of Vacancies	Eligibility Criteria
1.	Junior Assistant (Class III) Scale of pay Rs.27400-70500	<b>08</b> (No. of vacancy may be change)	As per R.R at <b>Annexure - I</b>

2. It is therefore requested that the above vacancies may please be circulated among the eligible employees in major Ports those who satisfy the conditions of the R.R for the above respective posts.
3. The applications in the pro-forma enclosed (**Annexure II**) received from willing and eligible employees may be forwarded through proper channel duly superscribing on the envelop "Application for the post of Junior Assistant (as the case may be), to **"The Secretary (I/c), New Mangalore Port Authority, Panambur, Mangalore - 575 010"**, along with following required documents so as to reach the addressee on or before last date prescribed for receipt of application.
  - a) Copies of APARs for the last 5 years, ending latest reporting year, duly attested on each page by the Officer not below the rank of Deputy HoD. In case the APAR for recent/latest reporting year is not available, the APAR of preceding year for a similar No. of years shall be forwarded or a certificate to the extent of non availability of APAR may be furnished.

- b) Attested copies of all the certificates such as educational qualification, experience containing the start and end date of working in the respective post with pay scale.
  - c) No objection certificate from the Port.
  - d) Undertaking of the applicant to the effect that the candidature will not be withdrawn, if selected.
  - e) Vigilance and Administrative clearance by the concerned Port as in the pro-forma enclosed at **Annexure – III**.
  - f) The Veracity of the Certificates may be ensured & certified.
  - g) Applicant belonging to SC, ST and OBC category and appointed against reserved posts should be mentioned in the applications as to whether their caste certificate is verified through competent authority and also attach a Caste Validity/Verification certificate along with the application, else the application will be considered incomplete.
  - h) Confirmation of Probation on promotion to Class III category.
  - i) Two latest passport size photographs (to be inserted/tagged in a transparent envelop).
  - j) The certificate to be given by the employer as in the overleaf of the application format.
4. Application received through proper channel within the due date along with above mentioned all requirements shall only be considered for the said post.
  5. The crucial date for determining the eligibility will be as on last date of receipt of the application.
  6. The Management reserves the right to make any changes if need arises, without assigning any reason thereof.
  7. The terms and conditions of deputation is enclose as **Annexure – IV**. The right of absorption is reserved by NMPA.
  8. The last date to receive the applications at NMPA is **20-02-2023**.

Yours faithfully,



**(Krishna Bapi R.G)**  
Secretary (I/c)



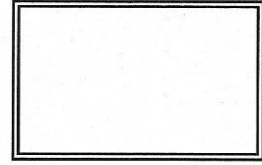
## Recruitment Rules for the Post of Junior Assistant

o	Name of the Post	No. of Posts	Classification	Scale of Pay ('')	Whether Selection or Non-Selection	Upper Age limit for direct recruitment (in yrs.)	Educational and other qualifications prescribed for direct recruitment	Whether (a) Age (b) Educational Qualifications (c) Experience for direct recruits will apply in 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
2	Junior Assistant	43	Class III	27400-70500	Selection	30 Years	(i) Degree from a recognized University with minimum 70% marks (ii) Certificate course in basic computers from Govt. institutions or institutions recognized by govt. with duration of not less than 06 months. (iii) 2 years clerical experience in any office establishment.	(a) No (b) No, However SSLC or matriculation is a must with certificate course in basic computers from a Govt. institution recognized by the govt., with duration of not less than 06 months or should have completed a computer assessment conducted by the port. (c) No	1 Year	i) 50% by promotion from feeder cadre. ii) 50% by promotion/transfer from any cadre subject to pass competitive exam. iii) Failing above by absorption/Dputation failing both by Direct Recruitment.	1) Promotion: Promotion from feeder cadre i.e. Clerks with minimum 3 years regular service in the grade. ii) Promotion/ Transfer through Departmental Test: Transfer from employees in any cadre with pay scale of Rs.27400-70500 with 3 years regular service in the grade Or promotion from employees in any cadre with pay scale of Rs.25200-59600 with minimum 4 years regular service in the grade Or in	Nil



									the pay scale of Rs. 24200-58600 with 5 years regular service in the grade subject to passing departmental test and fulfilling the requirement of minimum qualification prescribed for promotion in Col.9.
									iii) Absorption/deputation will be of employees holding analogous posts or clerks and equivalent posts in the pay scale of Rs.25200-59600 with not less than 3 years regular service in the grade in other major posts failing which from either State/Central Govt. PSUs failing which by direct recruitment





## APPLICATION FOR THE POST IN NMPA

1.	Name of the Post applied for					
2.	No. & Date of Notification					
3.	Name of the Candidate					
4.	Name of father/Husband					
5.	Date of birth/age (Attested copy of proof shall be enclosed)					
6.	Sex					
7.	Caste (Whether SC/ST/OBC/UR) (Copy of certificate to be enclosed)					
8.	Nationality					
9.	Qualification (copies of certificates shall be enclosed as per R.R)					
10.	Details of MACPS granted (if any)					
11.	Experience in chronological order, with designation, pay scale & break-up as below (Copies of proof shall be enclosed).					
Sl. No.	Name of the organisation	Post held	Scale of Pay	From	To	Nature of duties performed
12.	Permanent Address					
13.	Address for communication (Email & Telephone number)					
14.	Whether employed, name of the Organization					
15.	No Objection Certificate from the Employer					
16.						

**Declaration**

I, ..... (name) hereby declare that the information furnished above are true and correct. If any information furnished above is found incorrect/false, I myself render liable for disqualification for the post applied for apart from the necessary legal actions, as may be deemed fit.

Place :

Date :

Signature of the Applicant

P.T.O

Particular of the Official for whom vigilance Comments/clearance is being sought  
(To be furnished and signed by the CVO or HoD)

1. Name of Official (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 official belongs Including batch/year cadre etc. Wherever applicable :
7. Positions held (during the ten preceding year) :

Sl. No.	Designation & Place of posting	From	To

8. Whether the Official has been placed on the "Agreed List" or List of Officials of Doubtful Integrity (If yes, details to be given) :  
1. :
9. Whether any allegation of misconduct involving vigilance angle was examined against the official during the last 10 years and if so, with what result. (\*) :
10. Whether any punishment was awarded to the official 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 official as on date. (If so, details to be furnished including reference no., if any of the Commission) :
12. Is any action contemplated against the official as on date.(If so, details to be furnished) (\*) :

Date:

(Name & Signature)

(\*) If Vigilance clearance had been obtained from the CVC in the past, the information may be provided for the period thereafter.



***(The Certificate to be given by the concerned Ports)***

1. Copies of APARs for the last 5 years attested by the officer not below the rank of Dy. HoD on each page are enclosed.
2. Attested copies of all the certificates in proof of educational qualification, present and past work experience in the respective post & pay scale enclosed.
3. No. Objection certificate from the respective Ports.
4. Undertaking of the applicants not to withdraw the candidature, if selected is enclosed.
5. Vigilance and Administrative Clearance by the concerned Port is enclosed.
6. Confirmation of Probation on promotions to Class III category by the concerned port is enclosed.
7. The Veracity of educational Certificate is certified.
8. Recent two Pass port size Photographs, inserted/tagged in a transparent envelop.

Place:

Date:

***Signature of the Head of the  
Organization with seal***

**THE TERMS AND CONDITIONS OF DEPUTATION  
AT NEW MANGALORE PORT  
AUTHORITY**

1. **PERIOD OF DEPUTATION:-** The period of deputation is 3 years to curtailment/extension, in any case not exceeding 05 years.
2. **PAY:-** During the period of deputation the employee will have the option either to get his/her pay fixed in the deputation post under the operation of the normal rules or to draw pay of the post held by him/her in his parent department + a deputation allowance in accordance with and subject to the conditions as modified from time to time and such other general or special orders.
3. **DEARNESS ALLOWANCES:-** Dearness allowance under the rules of the parent department or under the Rules of the New Mangalore Port Authority accordingly to which he/she retains his/her Scale of Pay under the Parent Department or draws pay in the scale attached to the post under the port.
4. **LOCAL ALLOWANCE:-** If the deputationist chooses his/her Parent Department's pay, then the H.R.A. shall be payable as per rules of his Parent Department at the rates applicable to NMPA employees.
5. **CHILDREN'S EDUCATIONAL ALLOWANCE & REIMBURSEMENT OF TUITION FEES:-**  
The deputationist will be eligible for the allowances as per the rules of the Parent Department, if he/she opts for the Parent Department's scale of pay. If the deputationist opts for the Port's scale of pay, all the above allowances shall be payable as per the rules applicable to the Port.
6. **JOINING TIME PAY AND TRANSFER T.A.:-** He/She will be entitled to T.A and joining time both on joining the post of deputation and on reversion there from to the Parent Department under the rules of the Port. The expenditure on this account will borne by the Port.
7. **TRAVELLING ALLOWANCES:-** For journey on duty during the period of deputation travelling allowance to be regulated under rules of the NMPA.
8. **LEAVE AND PENSION:-** During the period of deputation, he/she will continue to be governed by the leave and pension rules of the parent Organisation applicable to him/her before such transfer on deputation.





**9. PROVIDENT FUND BENEFITS:-** During the period of deputation, he/she will continue to subscribe to the Provident Fund of his/her Parent Organisation in accordance with rules of such Fund.

In case, the deputationist is governed by the Contributory Provident Fund Rules, the Employer's contribution is payable by the Port for the period of deputation.

**10. LEAVE TRAVEL CONCESSION:-** He/She will continue to governed by the leave travel concession rules of his Parent Organisation as amended from time to time if he/she opts for the parent departments scale of pay and the cost thereof will be borne by the New Mangalore Port. If the deputationist opts for the Port's scale of pay above allowance shall be payable as per the rules applicable to the Port.

**11. MEDICAL FACILITIES:-** The deputationist will be entitled to medical facilities available to the employees under the rules of the New Mangalore Port.

**12. RESIDENTIAL ACCOMMODATION:-** On allotment of accommodation by the Port, the recovery of rent from the deputationist shall be as per the Rules/Regulations of the New Mangalore Port.



**Secretary (I/c)**