

KOLKATA PORT TRUST

HALDIA DOCK COMPLEX

REQUIRES

Two Dock Pilots on contract engagement basis

Haldia Dock Complex, Kolkata Port Trust intends to engage two Dock Pilots under Marine Operations Division of Haldia Dock Complex, Kolkata Port Trust on contract basis for posting at Haldia. Selected candidates will initially be placed on training for a maximum period of one year. The eligibility criteria for the contractual engagement are given below:-

- a) **Qualification:-** B.Sc. Nautical Science, 2nd Mate, 1st Mate or equivalent in Navy, Coast Guard.
- b) **Upper age limit** is 40 years, as on May 31, 2013.

General Instructions

Interested candidates, fulfilling the above mentioned eligibility criteria, and agreeable to the terms & conditions given below, may apply in the enclosed proforma giving detailed bio-data, including name, date of birth, permanent address, address for communication, contact phone number, e-mail address, nationality, religion, details of educational and professional qualifications, details of experience and post held (indicating name of the employer), pay scale and salary drawn, extra curricular activities or any other relevant information, with one recent self-attested passport size photograph and self-certified photo copies of relevant certificates / testimonials.

Application in sealed envelope superscribed “**Application for contractual engagement of Dock Pilot,**” should reach the office of Manager (P&IR), Haldia Dock Complex, Jawahar Tower Building, Haldia Township, Purba Medinipur, PIN-721607, **latest by May 31, 2013.**

Mere fulfillment of the eligibility criteria will not confer any right upon the candidate for selection. Management reserves the right to cancel the selection process without any reference to the candidates. Incomplete application or application received after **May 31, 2013** may not be entertained.

Enclo: As stated

Manager (P&IR)
Haldia Dock Complex
Phone- 03224 263160

**Terms and conditions for contractual engagement of Dock Pilot under
Marine Operations Division of Haldia Dock Complex**

- i) The selected candidate will be initially engaged on contract for a period of three years, out of which he will be placed on training for a maximum period of one year at the beginning and on expiry of the said period of three years, the contractual engagement will be automatically terminated. However, on expiry of the contract, KoPT reserves the right to enter into a fresh contract for such period and on such terms and conditions, as may be mutually agreed upon by the parties.
- ii) The selected candidate will be required to execute a bond to serve the port at least for two years after qualifying as Dock Pilot, failing which, the candidate will have to pay HDC, KoPT a sum equivalent to 12 months' salary to be last drawn, together with the cost of training as determined by the appropriate authority.
- iii) The selected candidate will be paid a fixed consolidated remuneration of Rs.25,000/- per month during the training period. Upon successful completion of training, the monthly remuneration will be Rs.35,000/-. In addition, work related marine allowances, as applicable, may be paid.
- iv) The selected candidate will be deployed at HDC under Manager (Marine Operations), Haldia or at any other place, depending on operational requirement of KoPT.
- v) The selected candidate may avail of HDC, KoPT accommodation (unfurnished) on payment of licence fee / rent, as applicable.
- vi) The candidate will be entitled for reimbursement of the rental charges against residential telephone.
- vii) The actual period of duty would be 26 days in a month i.e. the selected candidate will be granted a weekly day of rest. However, in exigencies of work on any weekly off day, he will be granted a compensatory day of rest conveniently in lieu thereof and will not be entitled to any other compensation monetary or otherwise, for the same.
- viii) The selected candidate will be entitled to 15 days leave in a year, which may be availed off with prior approval. For any unauthorized absence, in excess of 15 days, pro-rata deduction will be made from his consolidated remuneration.
- ix) Additionally, the selected candidate will be entitled to 10 days sick leave in a year on illness, without any deduction from the remuneration on the basis of certification from HDC, KoPT Medical Officer. Intimation of sickness should be reported to the Head of the Division/Reporting Officer forthwith in writing, together with the certification of illness from a Registered Medical Practitioner, in addition to verbal intimation over phone.

- x) The selected candidate will be entitled to indoor & outdoor medical facilities as are available in HDC, KoPT Hospital for self and spouse only. However, no reimbursement for medicine / medical articles purchased from outside, diagnostic test done outside or treatment received will be allowed.
- xi) The selected candidate will be entitled to medical benefits as available in HDC, KoPT Hospital for injury sustained due to accident in course of and during employment.
- xii) On official tour outside headquarters of HDC, the selected candidate will be entitled to TA/DA, as applicable to the regular incumbents in the post of Dock Pilot.
- xiii) The selected candidate will be entitled to avail the canteen facility, as is available to the regular employees of HDC, KoPT.
- xiv) The selected candidate will be responsible for the charge and care of HDC, KoPT's money, goods and stores and all other property that may be entrusted on him and would be accountable for the same.
- xv) The contractual engagement may also be terminated by giving one month's notice from either side. However, the engagement is terminable on 24 hours' notice for unsatisfactory performance and for any act considered to be derogatory / detrimental to the interest of HDC, KoPT.
- xvi) The contractual engagement would be subject to clearance of the Police Verification Certificate from local Police Station.

PREScribed PROFORMA FOR APPLICATION

POST APPLIED FOR :

Paste
Self-
attested
Photo
here

1. Name :
2. Father's / Husband's Name :
3. Date of birth :
(Self Certified copy of proof to be enclosed)
4. Age (as on 31/05/2013):
5. Sex :
6. Permanent Address :
7. Address for Communication :
8. Telephone : Landline :
Mobile :
9. E-mail Address:
10. Nationality :
11. Religion :
12. SC/ST/OBC :

13. Qualification:
(Self certified
copies of Marks
sheets/ Certificates
to be enclosed)

	Percentage % with Division/ Class	Name of University / college	Honours / Pass Course
Graduation			
Post Graduation			
P.G. Diploma			
Additional			

(Please indicate whether Honours Course was offered by the
University at the time of your enrolment in the Degree Course.)

14. Experience :
(Self
certified
copies of
certificates to
be enclosed)

Organisation	Scale of pay & Present Basic Pay	Post	Period (_____ to _____)	Duration

15. Additional Information (if any)

I certify that the above information is true to the best of my knowledge and that necessary documents, including the certificate from my employer, are enclosed.

(Full Signature of Applicant with Date)