

**VISAKHAPATNAM PORT TRUST**  
**GENERAL ADMINISTRATION DEPARTMENT**  
**(PERSONNEL DIVISION)**

**EMPLOYMENT NOTICE No.07/2010, Dt.16.11.2011**

<b>SL. No.</b>		
1.	<b>Name of the Post</b>	<b>Sr. Dy. CAO (CL-I)</b>
2.	<b>No. of Posts</b>	<b>01 (one) (Unreserved)</b>
3.	<b>Classification</b>	<b>Class – I</b>
4.	<b>Scale of Pay</b>	<b>₹ 32900-58000</b>
5.	<b>Whether Selection or Non-selection</b>	<b>Selection</b>
6.	<b>Upper Age limit</b>	<b>42 years.</b>
7.	<b>Educational and Other qualifications prescribed for direct recruitment</b>	<b>ESSENTIAL:</b> a) Member of Institute of Chartered Accountants of India or of Institute of Cost and Works Accountants of India. b) 12 Years experience in executive cadre in the field of Finance, Accounting in an Industrial /Commercial/ Govt. Undertaking
8.	<b>Whether</b> A) Age B) Educational Qualifications C) Experience For Direct recruits Will apply in the case of promotion / absorption / deputation	(a) No (b) Yes (c) No
9.	<b>Period of Probation (in years)</b>	<b>N.A.</b>
10.	<b>Method of Recruitment</b>	<b>By deputation from other Govt. organizations.</b>
11.	<b>In case of recruitment by deputation, grades from which it should be made</b>	<b>For DEPUTATION Officers holding analogous posts or holding posts of Dy CAO and equivalent posts in respective discipline of Finance Dept: in the scale of pay Rs-13000-18250 (revised scale Rs.24900-50500) in Govt. /Semi-Govt./PSUs or Autonomous bodies with 3 years regular service in the grade will be eligible .The selection is by merit for which the bench mark in overall grading in the ACRs will not be below "very Good".</b>

(Continued)

Other conditions:

1. The appointment will be on deputation as per the terms and conditions enclosed.
2. Applicants should furnish their bio-data as per the pro-forma enclosed through the Competent Authority of their Organisation.
3. Age limit for deputationist is not prescribed, but maximum age limit for an appointment made on deputation does not exceed 56 years on the closing date of application.
4. Applicants should furnish the duties and responsibilities held by them in their existing post duly attested by the Competent Authority of their Organisation including Pay and DA pattern.
5. Organizations, which are forwarding the applications, should enclose ACRs for the last 5 years duly attested on the each page of the ACR of the applicants along with the clearance from Disciplinary/Vigilance angle.
6. No advance copy of application from the applicant will be accepted. Competent Authority of the respective Organisation must forward every application. Those applications, which are forwarded by the Competent Authority of the respective Organisation, will only be considered.
7. Incomplete applications and applications received after due date and applications which are not forwarded by the Competent Authority of respective Organisations will summarily be rejected. In such cases, no correspondence from the applicants shall be entertained.

In view of the above, interested Candidates may furnish their applications with full particulars of Name, Address, Date of Birth, Qualifications and Experience etc., as detailed in the pro-forma enclosed, with copies of Certificates duly attested should be sent through the Competent Authority of their Organisation to reach "THE SECRETARY VISAKHAPATNAM PORT TRUST, VISAKHAPATNAM –530035" on or before 31.12.2011.

The above information is available in Port Web site No. [www.vizagport.com](http://www.vizagport.com)

Sd/-  
SECRETARY.