

No.ALHW/ADM/1(6)/2022/ 1588

30 AUG 2023

Date: 01/07/2023

To

1. All Ministries/Departments of the Govt. of India including Ministry of Port Shipping & Waterways.
2. The Chief Secretaries of All State Government & Union Territories.
3. The Chairman, All Major Port Trusts.

Sub: - Filling up of one post of "ADMINISTRATIVE OFFICER" (Harbour Works) in the Andaman Lakshadweep Harbour Works, Ministry of Port Shipping & Waterways, Port Blair on deputation basis.

Sir,

I am directed to say that one post of "ADMINISTRATIVE OFFICER" (Harbour Works) in Andaman Lakshadweep Harbour Works, Port Blair, Andaman & Nicobar Islands (Sub-ordinate Organisation under the Ministry of Port Shipping & Waterways) is proposed to be filled up by transfer on deputation/transfer (including short-term contract). The period of deputation shall not ordinarily exceed 3 years (including the period of deputation in another ex-cadre post held immediately preceding the appointment in the same or some other Organisation/Department of the Central Government). The post is a General Central Service "Group A" Gazetted -(Ministerial) in the Level-11 of Pay Matrix (Pre-Revised pay band PB-3 ₹15600-39100 + GP ₹6600). Place of posting of the selected candidates will be at Port Blair.

Officers under the Central/State Government /Union Territories/Autonomous bodies/Statutory Organisations and Major Port Trusts etc;

- (i) Holding analogous posts on regular basis or
- (ii) With 5 years regular service in posts in the Level-10 of Pay matrix (Pre-revised pay band of ₹ 15600-39100 + GP ₹5400) or equivalent or
- (iii) With 8 years regular service in the posts in the Level-7 of Pay matrix (Pre-revised ₹ 9300-34800 + GP ₹4600) or equivalent and possessing qualifications and experience as given below: -

ESSENTIAL: -

- (i) Degree of a recognised University or Equivalent.
- (ii) 7 years experience of Administration, Accounts, Establishment and Vigilance/Disciplinary matters in a supervisory capacity in a Government Office or Public body or a Commercial Organization are eligible for the post.

It is requested that the name of willing and eligible officers under your control including those officers of autonomous and statutory bodies may be forwarded to the address given below together with their copies of APAR dossiers for the last 5 years duly attested (on each page) alongwith two copies of their Bio-data duly signed in the enclosed proforma (Annexure -II) by an officer not below the rank of Under Secretary. Incomplete applications as well as those received otherwise through proper channel will not be considered. The age limit for candidates is 56 years as on last date for receipt of application. Point given in Annexure -III should be noted to while forwarding the application. For Annexure - I to III, please visit link andssw1.and.nic.in/alhw

Delhi Sachivalaya
GAD/R&I Branch
Govt. of NCT of Delhi

GAD/9023/43004

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Mr. Bhat

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ADDRESS


The Chief Engineer & Administrator,
Andaman Lakshadweep Harbour Works,
Post Box No.161, Port Blair – 744 101,
Andaman & Nicobar Islands.

3. While forwarding the application, the sponsoring authorities are required to give the following certificates.

- (iv) Vigilance Clearance
- (v) Integrity and
- (vi) Major/Minor penalty imposed.

4. The last date for receipt of application is 60 days from the next day after the date of publication of the vacancy circular in Employment News.

Yours faithfully,


(A. Kuppusamy)
ADMINISTRATIVE OFFICER (ALHW)
Ph. No. 03192 232862

To,