



Certificate under :  
IMS - ISO 9001:2015; ISO 14001:2015 &  
ISO 45001:2018 and ISPS compliant Port

வ.உ.சிதம்பரனார் துறைமுக ஆணையம்  
वी.ओ. चिदम्बरनार पत्तन प्राधिकरण  
V.O.Chidambaranar Port Authority  
(Ministry of Ports, Shipping & Waterways, Government of India)  
Administrative Office, Harbour Estate, Tuticorin -628 004  
Tamilnadu



Fax : 91-461-2352232  
Email id : secretary@vocport.gov.in  
Website : www.vocport.gov.in

No. GAD-EST10ESTC(EST)/3/2023-GAD(2403)/D. 893

Date: 18/06/2025

To,  
The Chairperson,  
All Major Port Authorities.

Sub: Filling up of the post of Harbour Master (Post code MR-HMR-01) in the scale of pay of Rs.90,000-2,40,000 by absorption through composite method in VOC Port Authority – Application called for -reg.

Sir,

Applications are invited for filling up of one post of Harbour Master (post code MR-HMR-01) in the Class I Scale of Pay of Rs. 90,000-2,40,000/- in V.O.Chidambaranar Port Authority by absorption through composite method, from the eligible and willing officers of Major Port Authorities, fulfilling the eligibility criteria prescribed in the Recruitment Rules for the said post. The copy of Recruitment Rules is enclosed as **Annexure-I**.

2. The Selection is by merit for which overall grading in the ACRs/APARs will not be below "Very Good".

3. Application are invited from eligible and willing officers of all the Major Port Authorities possessing the prescribed qualification, experience and other conditions for the post of Harbour Master (post code MR-HMR-01) in the Class I Scale of Pay of Rs. 90,000-2,40,000/- as per Recruitment Rules (**Annexure-I**). The application through proper channel may be sent in the prescribed Proforma enclosed as **Annexure-II** along with the following documents in an envelope, superscribing "Application for the post of Harbour Master in V.O.Chidambaranar Port Authority, so as to reach to the Secretary, V.O.Chidambaranar Port Authority, Administrative Office, Harbour Estate, Tuticorin – 628 004, Tamilnadu on or before **17/07/2025**.

- Copies of APARs for the last 5 years (2019-2020 to 2023-2024), attested by the Officer not below the rank of Dy.HOD on each page. If APAR for a particular year is not available, last available APAR may be furnished with a non-availability certificate.
- A statement showing year wise availability of APARs and grading duly signed by HoD or Secretary.
- Attested photocopies of all certificates and proof of educational qualification, present and past work experience in the respective post and pay-scale wise, duly verified by the Port while forwarding the application to this Port.
- No objection certificate from the respective Port.

- v. Vigilance and Administrative Clearance of the concerned Port.
- vi. Certificate to be given by Head of the Department, as per enclosed proforma as **Annexure III**.
- vii. Vigilance report is to be furnished in the format prescribed, vide Ministry of Shipping's letter No.A-12022/10/2005-PE.I dated 27<sup>th</sup> August 2010, copy of which is attached as **Annexure IV**.
- viii. Undertaking of the applicant to the effect that the candidature will not be withdrawn, if selected.
- ix. The veracity of the qualification certificates and the recognition of the degree obtained by the applicant may be ensured and certified.
- x. Two passport size photographs.

5. If any major or minor penalty has been imposed on the applicant during the last 10 years, the disciplinary case leading to such penalty along with necessary documents may be sent by the forwarding authority along with the application.

6. The crucial date for determining the eligibility criteria with regard to the qualification, experience, age etc will be **17/07/2025** in line with Ministry's guidelines vide letter No.A-29018/4/2018-PE-I dated 11/08/2021.

7. Circular along with annexures is also available on our website [www.vocport.gov.in](http://www.vocport.gov.in).

8. The said advertisement may be cancelled at any time without assigning any reason by the Competent Authority.

9. Incomplete application or application received after the due date will not be considered.

Encl.: As stated.

Yours sincerely,

  
Secretary

Copy to:

1. The Under Secretary to the Govt of India, (PHRD Division) Ministry of Ports, Shipping and Waterways - for information.
2. The Managing Director, Indian Port Association-for information
3. The Deputy Conservator, VOCPA – for circulation among eligible officers in the Department

## RECRUITMENT RULES FOR CLASS I POSTS OF (DECK SIDE) OF MARINE DEPARTMENT IN V.O.CHIDAMBARANAR PORT AUTHORITY

Name of the post	No. of posts	Classification	Scale of pay (Rs)	Whether Selection by merit or Selection- cum- seniority or Non-selection post	Age limit for direct recruits	Whether benefit of added years of service is admissible under rule 30 of the Central Civil Services (pension) Rules, 1972	Educational and other qualifications required for direct recruits
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
Harbour Master	1	Class I	Rs. 90000-240000 (Pre-revised Rs. 36600-62000) (Pre-Pre-revised 17500-400-22300)	Selection by Merit	45	No	Essential: (i) Must hold a certificate of competency as master of foreign going ship issued by the <b>Ministry of Ports, Shipping and Waterways, Government of India</b> or an equivalent qualification recognized by the <b>Ministry of Ports, Shipping and Waterways, Government of India</b> .  (ii) Must hold Pilot license and have six years experience either as Master of Foreign Going Ship or in Piloting or Cumulative.

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	Period of probation, if any	Method of Recruitment, Whether by Direct Recruitment or by Promotion or by Deputation/absorption and percentage of the posts to be filled by various methods.	In case of recruitment by promotion/ deputation absorption grades from which promotion/ deputation/ absorption, to be made	If a Departmental Promotion Committee exists what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment
(9)	(10)	(11)	(12)	(13)	(14)
Age : No Qualification : yes	Not applicable	By absorption through composite method, failing which by deputation and failing both by Direct Recruitment	For absorption by composite method officers holding the post of Harbour Master or Pilot in the scale of pay of Rs.70000-200000 and above with five years regular service in the grade in a Major Ports are eligible.  For deputation officers holding the post of Harbour Master or holding Pilot post and deck side officers in the scale of pay of Rs.70000-200000 with experience as mentioned above in Government/Public Sector Undertakings/Autonomous bodies will be eligible.  The selection is by merit for which the benchmark in overall grading in the Annual confidential Reports will not be below "Very Good".	i) <b>Chairperson</b> - Chairman ii) <b>Deputy Chairperson</b> -Member iii) Head of Department in charge of the Department in which the vacancy occurs- Member iv) Head of Department in charge of the personnel- Member v) Representative of scheduled castes / Scheduled Tribes and other Backward classes nominated by the <b>Chairperson</b>	

**PROFORMA**

Affix recent  
passport  
size photo

**BIO-DATA**

	Position applied for	:	
Advertisement No. _____ dated _____			
1.	Full Name (in block letters)	:	
2.	(a) Address for communication	:	
	(b) Telephone No./Mobile No.	:	
	(c) e-mail address	:	
3.	Date of birth	:	
4.	Age as on _____	:	
5.	Educational and Professional Qualifications	:	
		:	
		:	

6. Details of employment /experience in Chronological order: \_\_\_\_\_

Name of the organisation	Post held	Monthly Pay	From	To	Nature of Duties

## 7. Language Proficiency

Language		:	Speak	Read	Write
(i)	English				
(ii)	Tamil				
(iii)	Hindi				

8.	Any other relevant information	:	
9.	Suitability for the post	:	
10.	Enclosures	:	

Date:

(Signature of the Applicant)

Annexure – III

Certificate to be given by the Head of Office of

Shri / Smt .....

Designation .....

1. It is certified that the particulars furnished by the Officer are correct and he/ she is fulfilling the eligibility criteria.
2. The veracity of the qualification certificates and caste certificate submitted by the applicant are ensured and certified.
3. It is certified that no disciplinary / vigilance case is pending or contemplated against the applicant and that he/she is clear from the Vigilance and Administrative angle.
4. His / her integrity is certified.
5. It is certified that no Major/Minor penalty has been imposed on the Officer during the last 10 years.
6. Copies of APARs for the last 5 years are enclosed.

Dated:

Signature of the forwarding authority  
along with office seal.

## ANNEXURE - IV

### Particulars of the officer for whom vigilance Comments/clearance is being sought (To be furnished and signed by the CVO or HOD)

1. Name of Officer (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 officer belongs  
including batch/year cadre etc.  
wherever applicable :

#### 7. Positions held (during the ten preceding years)

Sl. No.	Designation & Place of Posting	From	To

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

Date:

(Name & Signature)

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