



ನವ ಮಂಗಳೂರು ಬಂದರು ಪ್ರಾಧಿಕಾರ
नव मंगलूर पत्तन प्राधिकरण
NEW MANGALORE PORT AUTHORITY
(Fully Solar Powered)

भारत सरकार (पत्तन, पोत परिवहन और जलमार्ग मंत्रालय)
Govt of India (Ministry of Ports, Shipping and Waterways)
ಪಣಂಬೂರು ಪನ್ಮಬ್ಬೂರ Panambur / ಮಂಗಳೂರು ಮಂಗಲೂರ Mangalore - 575010



No.3/10/2025/CERS.3

Date: 19.08.2025

To,

The Chairperson
All Major Port Authorities

Sir/Madam,

Sub: Filling up the post of Senior Deputy Chief Accounts Officer in the pay scale of Rs.80000-220000 under absorption through composite method in New Mangalore Port Authority – Reg.

1. The post of Senior Deputy Chief Accounts Officer in the pay scale of Rs.80000-220000 (pre-revised Rs.32900-58000) in New Mangalore Port Authority has fallen vacant from 14.08.2025. The post is to be filled by absorption through composite method from officers of Major Ports, fulfilling the eligibility criteria as mentioned at **Annexure - I**.
2. The selection is by merit for which overall grading in the APARs should not be below "Very Good".
3. Applications are invited from eligible and willing officers of all the Major Port Authorities possessing the prescribed qualifications and experience as mentioned at **Annexure - I**. The application shall be submitted through '**Online Application Portal (OAP)**' of the Ministry of Ports, Shipping and Waterways (website <https://onlinevacancy.shipmin.nic.in>) from **20.08.2025 to 19.09.2025**. No application submitted other than OAP will be accepted.
4. The candidate has to submit the hard copy of the application form uploaded in OAP to his administrative Port for onward forwarding to NMPA.
5. The administrative Ports are required to forward the applications of the candidates along with the following documents to the Secretary, NMPA before **06.10.2025** superscribing "**Application for the post of Senior Deputy Chief Accounts Officer in New Mangalore Port Authority**".

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- (i) Certified copies of APARs for the last 5 years (2019-20 to 2023-24) duly attested by an officer not below the rank of Dy.HOD on each of the pages;
 - (ii) A statement showing year-wise availability of APARs and grading duly signed by the Dy.Chairperson/Chairperson. If APAR for a particular year during the last 5 years is not available, "No Report Certificate" may be furnished, along with APARs of the preceding years;
 - (iii) Attested photocopies of all certificates and proof of educational qualification, present and past work experience in the respective post and pay scale.
 - (iv) No Objection Certificate from the respective Port.
 - (v) An Undertaking of the applicant to the effect that the candidature will not be withdrawn, if selected by Services Selection Committee;
 - (vi) Certificate by the Head of the Office of the applicant. (**Annexure – II**)
 - (vii) Vigilance report is to be furnished in the prescribed format (**Annexure - III**)
 - (viii) 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 along with the application.
 - (ix) Two recent passport size colour photographs in a sealed envelope.
6. As per the Ministry's circular No.A-29018/4/2081/PE-I dated 11.8.2021, in case of receipt of advance copy of application from any candidate, his candidature will not be considered if his application is not received through proper channel from the Port within 15 days of the last date of receipt of applications. Therefore, Major Ports are requested to forward the applications with complete set of enclosures on or before **06.10.2025**. Applications received after **06.10.2025** will not be considered.
7. The crucial date for eligibility criteria will be the last date of closing of application i.e. **19.09.2025** in terms of Ministry of Ports, Shipping and Waterways circular No. A-29018/4/2081/PE-I dated 11.8.2021.
8. As per the Ministry's guidelines dated 11.08.2021 regarding filling up the Dy. HoD level posts in Major Port Authorities, Port official who withdraws his candidature for the post after his selection by the Services Selection Committee, will be liable for debarment from future selection to Dy. HoD level posts in all Major Port Authorities for a period of two years.
9. Incomplete applications or applications received after due date will not be considered.

Yours faithfully,

(Jijo Thomas)
Secretary

Encl: As above

Encl: 1)Annexure –I
2)Annexure – II
3)Annexure- III

Copy to Shri. Ashish Bhattacharya , Under Secretary (PHRD), Ministry of Ports, Shipping & Waterways, No.1, Parliament Street, New Delhi – 110 001 for information.

Annexure-I

Sl. No.	Name of the Post	No. of Posts	Classification	Scale of Pay (Rs.)	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 the 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
1	2	3	4	5	6	7	8	9	10	11	12	13
4	Senior Deputy Chief Accounts Officer	1	Class-I	16000-400-20800	Selection	42	<p>Essential:-</p> <p>(i) Member of Institute of Chartered Accountants of India or of Institute of Cost and Works Accounts of India.</p> <p>(ii) Twelve years experience in executive cadre in the field of finance, accounting in an industrial/commercial/Govt. Undertaking.</p>	<p>(a) No</p> <p>(b) Yes</p> <p>(c) No</p>	N.A.	By absorption through composite method failing which by deputation from other Govt. organisations and failing both by direct recruitment.	For absorption through composite method, Officers holding analogous posts or Dy. Chief Accounts Officer and equivalent posts in respective discipline of Finance Deptt. in the scale of pay of Rs.13000-18250 with 3 years regular service in the grade in a Major Port Trust or Dy. Chief Accounts Officer and equivalent posts in respective discipline of Finance Deptt. with 2 years regular service in the grade and a combined regular service of 7 years in the scales of pay of Rs.10750-16750 & Rs.13000-18250 in the respective discipline of Finance Deptt. in a Major Port Trust will be eligible. For deputation, Officers holding analogous posts or holding posts of Dy. Chief Accounts Officer and equivalent posts in respective discipline of Finance Deptt. in the scale of pay of Rs.13000-18250 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".	<p>Feeder Post:</p> <p>1. Officers holding analogous posts.</p> <p>2. Dy. Chief Accounts Officer or equivalent posts.</p>

ANNEXURE-II

Certificate to be given by Head of Office of Shri/Smt :.....

Designation:

1. It is certified that the particulars furnished by the Officer are correct.
2. 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.
3. His/her integrity is certified.
4. It is certified that no major/minor penalty have been imposed on the Officer during the last 10 years.
5. Attested copies of the ACRs for the last five years (2019-20 to 2023-24) are enclosed.
6. The veracity of the University certificates relating to educational qualification has been ensured and certified.
7. It is certified that the incumbent meets the requisite eligibility criteria w.r.t. educational qualification and experience as specified in the Annexure- I of the circular for absorption through composite method.

Signature of the Dy.Chairperson/
Chairperson along with official seal

ANNEXURE-III

**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 including whether the officer has functioned as a CVO in part time or
additional charge capacity (during the ten preceding years)

Sl.No.	Organization (Name in full)	Designation & Place of Posting	Administrative/nodal Ministry/ Deptt. Concerned (in case of officers of PSU etc.)	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) (*):
13. Whether the officer/official has submitted
his/her annual immovable property return of the previous year
as required under Rule 18 of the CCS (Conduct) Rules, 1964
within the prescribed limit." :
14. Details of complaint pending against the :
officer as on dated.

Date:

(Name and Signature)

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