



# जवाहरलाल नेहरु पत्तन प्राधिकरण JAWAHARLAL NEHRU PORT AUTHORITY

ISO 9001 : 2015  
ISO 14001 : 2015  
ISO 27001 : 2013  
ISO 45001 : 2018

पत्तन कार्यालय : प्रशासन भवन, शेवा, नवी मुंबई - 400707. Port Office : Administration Bldg., Sheva Navi Mumbai - 400 707.  
मुख्य सतर्कता अधिकारी Chief Vigilance Officer - (022) 2724 4151 : मुख्य प्रबंधक (प्रशासन) एवं सचिव Chief Manager (Admn.) & Secy - (022) 2724 4021 :  
मुख्य प्रबंधक (यातायात) Chief Manager (Traffic) - (022) 2724 4191 : मुख्य प्रबंधक (वा.एच.वि.अ.) Chief Manager (M&EE) - (022) 2724 4181 :  
मुख्य प्रबंधक (फिन) Chief Manager (Fin) - (022) 2724 4081 : मुख्य प्रबंधक (प.बो.वि.) Chief Manager (PP&D) - (022) 2724 4156  
उप-संरक्षक Dy Conservator (022) 2724 4171 : हार्बर मास्टर (022) 2724 4173.  
Website : www.jnport.gov.in • Email : info@jnport.gov.in

No. A/PE/A-10/2026/626

Date: 26<sup>th</sup> June, 2026

To,  
The Chairpersons,  
All Major Port Authorities

**Sub: Filling up of the post of Deputy General Manager (M&EE) in the pay scale of ₹80,000–2,20,000 in Jawaharlal Nehru Port Authority by absorption through Composite Method – reg.**

Sir/Madam,

1. It is informed that one post of Deputy General Manager (M&EE) in Jawaharlal Nehru Port Authority has fallen vacant w.e.f. 01.12.2026. The said post is to be filled by absorption through Composite Method from eligible officers of Major Port Authorities, fulfilling the eligibility criteria as specified at Annexure-I.

2. The selection shall be made on merit, for which the overall grading in the APARs should not be below "Very Good".

3. Applications are invited from eligible and willing officers of all Major Port Authorities possessing the prescribed qualifications and experience as mentioned in Annexure-I. The applications shall be submitted through the Online Application Portal (OAP) of the Ministry of Ports, Shipping and Waterways (<http://onlinevacancy.shipmin.nic.in>) from 26.06.2026 to 25.07.2026. No application submitted through any mode other than OAP will be accepted.

4. The candidate shall also submit a hard copy of the application form uploaded on OAP to his/her administrative Port for onward transmission to JNPA.

5. The administrative Ports are requested to forward the applications of eligible candidates, superscribing on the envelope "Application for the post of Deputy General Manager (M&EE) in JNPA", so as to reach JNPA on or before 10.08.2026 along with the following documents :

- (i) Certified copies of APARs for the last five years (2020–21 to 2024–25), duly attested on each page by an officer not below the rank of Dy. HoD;
- (ii) A statement indicating year-wise availability of APARs along with grading, duly signed by the HoD/Secretary. In case APAR for any particular year is not available, a "No Report Certificate" may be furnished along with APARs of preceding years;

- (iii) Attested photocopies of certificates and proof of educational qualifications, and details of present and past experience in the respective posts and pay scales;
- (iv) No Objection Certificate (NOC) from the respective Port;
- (v) An undertaking from the applicant stating that he/she will not withdraw candidature after selection by the Services Selection Committee;
- (vi) Administrative clearance of the concerned Port (Annexure-II);
- (vii) Vigilance report in the prescribed format (Annexure-III);
- (viii) Two passport-size photographs; and
- (ix) Details of any major/minor penalty imposed during the last 10 years, along with supporting documents of the disciplinary case, if applicable.

6. As per the Ministry's Circular No. A-29018/4/2021/PE-I dated 11.08.2021, in case an advance copy of application is received from a candidate, the candidature shall not be considered if the application is not received through proper channel within 15 days from the last date of receipt of applications. Accordingly, Major Ports are requested to ensure that complete applications reach JNPA by 10.08.2026. Applications received after this date will not be considered.

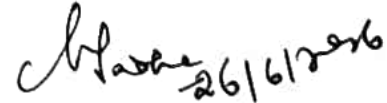
7. While forwarding the applications, the Major Ports shall ensure that all required documents are enclosed in one lot. Part/piecemeal forwarding will not be entertained.

8. The crucial date for determining eligibility shall be the date of occurrence of vacancy, i.e., 01.12.2026, in terms of the Ministry's Circular dated 11.08.2021.

9. As per the Ministry's guidelines dated 11.08.2021, any officer who withdraws candidature after selection by the Services Selection Committee shall be debarred from consideration for Deputy HoD level posts in all Major Port Authorities for a period of two years.

10. Incomplete applications or applications received after the due date shall not be considered.

**Yours faithfully,**



**(Manisha Jadhav)**  
**General Manager (Admn.) & Secretary**

**Encl.: As above**

Sl. No. of the Post	Name of Post	No. of Posts	Class/Inn	Scale of Pay (Rs.)	Whether Selection or Non-Selection	Upper Age Limit for direct recruitment (years)	Educational and other qualifications prescribed for direct recruitment	Whether (a) age (b) educational qualifications (c) experience for direct recruitments will apply in the case of Promotion/ Absorption/ Deputation.	Period of Production (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
2	Manager (Mechanical and Electrical Engineering)	4	Class-I	24500-50500	Selection	40	Essential: (i) Degree or equivalent in Mechanical/ Electrical/Electronics & Communication Engineering from a recognised University/ Institution (ii) Five years experience in relevant disciplines in executive cadre in an Industrial/Commercial/ Govt. Undertaking	(a) No (b) No, however a diploma in Engineering in the relevant discipline from a recognised university/ institution is essential. (c) No	2	By promotion falling within by absorption/deputation, falling both by direct recruitment.	Promotion from Asst. Manager (24500-49500) in the scale of pay of Rs. 20500-45500 with 4 years regular service in the grade falling within Asst. Manager (M&E Engg.) in the scale of pay of Rs. 20500-45500 with 2 years regular service in the grade and a combined regular service of 3 years in the scale of pay of Rs. 20500-45500 as Superintendent & Rs. 20500-49500 as Asst. Manager in the respective disciplines in M&E Engg. track.	There would be standardised officer working in the pay scale of Rs. 28100-50500 to the extent of 32000-58000 recommended

\* The posts does not includes 1 post of Marketing Section operator in Administration Department.

\* The posts does not includes 1 post operated in Finance Department as Dy. Manager(MSI).

1	2	3	4	5	6	7	8	9	10	11	12	13
4	Manager (Mechanical and Electrical Engineering)	3	Class-I	32900-58000	Selection	42	Essential: (i) Degree or equivalent in Mechanical/ Electrical/Electronics & Communication Engineering from a recognised University/ Institution (ii) Twelve years experience in relevant discipline in executive cadre in an Industrial/Commercial/ Govt. Undertaking	(a) No (b) Yes (c) No	N/A	By description through Composite method falling within by deputation from other Govt. organisation and falling both by direct recruitment.	For deputation Officers holding analogous posts or officers holding post of Superintending Engineer and equivalent posts in the respective discipline of M&E Engg. Deptt. in the scale of pay of Rs. 24500-50500 with 3 years regular service in the grade in the respective discipline in Govt./PSUs/ Autonomous Bodies etc. will be eligible.	The selection is by merit for which the merit mark is overall standing in the ASCTD will not be below 'Very Good'.

\* The posts includes 1 post of Management Services and operated in Finance Department as Manager(MSI).

**PROFORMA**

**BIO-DATA**

Recent Passport  
Size photographs

Post applied for: **Deputy General Manager (M&EE) in JNPA.**

1. **Full name (in block letters)** : \_\_\_\_\_
  
2. **(a) Address for communication** : \_\_\_\_\_  
**(b) Telephone No./M0bile No.** : \_\_\_\_\_  
**(c) Fax / E-Mail address** : \_\_\_\_\_
  
3. **Present post with scale of pay** : \_\_\_\_\_
  
4. **Date of Birth** : \_\_\_\_\_
  
5. **Age as on 01.12.2026** : \_\_\_\_\_
  
6. **Date of Superannuation/retirement** : \_\_\_\_\_
  
7. **Whether belongs to SC/ST/OBC** : \_\_\_\_\_
  
8. **Date of initial appointment** : \_\_\_\_\_  
**(in the Port sector)**
  
9. **Educational & other qualification** : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
10. **Details of employment / experience in Chronological order**

Name of the Organization	Post held	Scale of pay	From		Nature of duties
					(Regular Ad-hoc/ Officiating)

**11. State clearly whether in the light of entries made by you above, you meet the requirement of the post** : \_\_\_\_\_

**12. Nature of present employment/post held i.e. whether ad-hoc/temporary/permanent/contract/transfer/deputation** : \_\_\_\_\_

**13. In case the present employment/post held is on deputation/contract basis, please state** : \_\_\_\_\_

**(a) Date of initial appointment** : \_\_\_\_\_

**(b) Period of appointment on deputation/contract** : \_\_\_\_\_

**(c) Name of the parent office/** : \_\_\_\_\_

**Organization to which you belong**

**14. Training / Courses if any attended Abroad : \_\_\_\_\_**

**15. Papers submitted if any : \_\_\_\_\_**

**16. Any other information, if any : \_\_\_\_\_**

**In the event of my selection to the above post, I will not withdraw and undertake to accept the posting.**

**(Signature of applicant)**

**Certificate to be given by Head of Office of the applicant:**

- 1. The particulars furnished by the applicant are correct and he/she fulfils the eligibility criteria.**
- 2. No disciplinary /vigilance case is pending or contemplated against the applicant, and he/she is clear from vigilance angle.**
- 3. His/ Her integrity is certified.**
- 4. No major/minor penalties have been imposed on the applicant during the last 10 years.**
- 5. Attested copies of ACRs for the last five years are enclosed.**
- 6. Department has no objection to relieve him/her in case of selection.**

**SIGNATURE OF THE  
DY. CHAIRPERSON / CHAIRPERSON  
ALONGWITH SEAL**

**Note: (1) Attested copies of certificates in support of the educational and other qualifications may please be enclosed.**

**(2) Copies of documents in support of employment, other than in Major Ports may please be enclosed,**

**UNDERTAKING**

**The information provided in the application is correct and if at any time it is found that the information furnished is incorrect/false, my candidature will stand cancelled. If any shortcoming/s is/are detected even after appointment, my services are liable to be terminated. In the event of my selection to the above post, I will not withdraw and undertake to accept the posting.**

**Date: \_\_\_\_\_**

**(Signature of applicant)**

## Annexure-IV

### Particular of the Officer for whom vigilance Comments/clearance is being sought

(To be furnished and signed by the CVO)

Sr. No.	Particulars	Details				
1.	Name of Officer/official (In full)					
2.	Father's Name					
3.	Date of Birth					
4.	Date of Retirement					
5.	Date of entry into service					
6.	Designation and Staff No.					
7.	Purpose for which vigilance clearance is sought for					
8.	Department / Service in which the Officer/official belongs including batch/year cadre etc., wherever applicable.					
9.	<b>Whether the officer/official has functioned as CVO in part time or additional charge capacity</b> (During the ten preceding years)					
	<b>Positions held</b> (During the ten preceding years)					
	<b>Sr. No.</b>	<b>Organization (Name in Full)</b>	<b>Designation &amp; Place of Posting</b>	<b>Administrative/nodal Ministry/Deptt. concerned (in case of officers/officials of PSUs)</b>	<b>From</b>	<b>To</b>
	1					
	2					
	3					
..						
..						
10.	Whether the Officer/official has been placed on the "Agreed List" or "List of officers of Doubtful Integrity". (If yes, details to be given)					
11.	Whether any allegation of misconduct involving vigilance angle was examined against the Officer/official during the last 10 years and if so, with what result					
12.	Whether any punishment was awarded to the Officer/official during the last 10 years and if so, the date of imposition and details of the penalty					
13.	Is any disciplinary/ criminal proceedings Or charge sheet pending against the Officer/official as on date					

		(If so, details to be furnished - including reference no., if any, of the Commission)	
<b>14.</b>		Is any action contemplated against the Officer/official as on date (If so, details to be furnished)	
<b>15.</b>		Whether any complaint is pending against the officer/official [If so, details to be furnished].	
<b>16.</b>		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.	
<b>17.</b>		Date of Filing of annual immovable property return of the previous year	

**Date:**

**(Name and Signature)**