



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



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V.O.C. Port Authority

Certificate Under:

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

Telephone : 0461 - 2352232
Email Id : secretary@vocport.gov.in
Website : www.vocport.gov.in

No: GAD-EST10ESTC/2/2023-GADSRDS(4504)/D. 3477 Dated: 16/12/2024

To

Head of Organizations (Government/Semi government / Public Sector Undertaking / Autonomous Body)

Sub: Filling up the post of Senior Deputy Chief Accounts Officer Class - I post in the pay scale of Rs. 80000 – 220000 in Finance Department, VOCPA on Deputation basis – Inviting applications from eligible candidates – reg.

Sir,

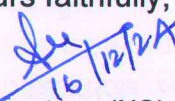
Applications are invited for filling up of one post of Senior Deputy Chief Accounts Officer (Class I) in the pay scale of Rs. 80000-220000 in Finance Department of VOC Port Authority on deputation from the eligible officers of Government/Semi government / Public Sector Undertaking/Autonomous Body who are possessing the prescribed qualifications, experience and satisfy other conditions as mentioned in the Recruitment Rules for the post of Senior Deputy Chief Accounts Officer. (Copy of Recruitment Rules for the said post is enclosed as **Annexure -I**).

2. Eligible and willing officers who satisfy the provisions of Recruitment Rules for the said post possessing the prescribed qualifications and experience may submit their application as mentioned at **Annexure II**. The applications shall also be submitted through "Online Application Portal (OAP)" of the Ministry of Ports, Shipping & Waterways website <http://onlinevacancy.shipmin.nic.in>. After registering in the portal, a printout of the filled up online applications along with the following documents may be sent in an envelope, super-scribing "Application for the post of Senior Deputy Chief Accounts Officer in V.O.Chidambaranar Port Authority", addressed to The Secretary, VOC Port Authority, Tuticorin -628004, so as to reach this office on or before **30.01.2025**.

- i. Attested Copies of APARs for the last 5 years (2019-20 to 2023-24).
- ii. Statement showing the APAR grading attested by the Head of the Office. If APAR for a particular year is not available, APAR for the last year may be furnished with a non-availability certificate.
- iii. Attested photo copies 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 organization.
- v. Undertaking of the applicants to the effect that candidature will not to be withdrawn, if selected.

- vi. Vigilance/Administrative Clearance of the candidate in the proforma prescribed as **Annexure – III**.
 - vii. The veracity of the University certificates and the recognition of the degree obtained by the applicant may be ensured and certified.
 - viii. Certificate by the Head of the Office of the applicant (**Annexure-IV**)
3. The crucial date for determining the qualification, experience, age etc., shall be the last date prescribed for receipt of the applications.
 4. V.O.Chidambaranar Port Authority reserves the right to select or reject the candidature.
 5. The normal period of deputation is three years which is extendable to four years. In exceptional circumstance, it can be extended to five years.
 6. Incomplete application or application received after the due date will not be considered.
 7. VOCPA has the right to cancel the recruitment process any time without assigning any reason(s).

Encl: As stated

Yours faithfully,

16/12/24
Secretary (I/C)

Copy to:-

1. FA & CAO, VOCPA
2. Notice Board.

RECRUITMENT RULES FOR CALSS I POSTS OF FINANCE DEPARTMENT

| Name of the post | Number of post | 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) |
| Senior Deputy Chief Accounts Officer | 1 | Class I | Rs.80000-220000 | Selection by merit | 42 | No | Essential: (i) Member of Institute of Chartered Accountants of India OR of Institute of Cost and Works Accountants of India. (ii) Twelve years experience in executive cadre in the field of Finance, Accounting in an Industrial/Commercial/Government Undertakings. |

[Handwritten Signature]
20/6/25

| 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 from other government organizations and failing both by direct recruitment | <p>For absorption through composite method, Officers holding the post of Senior Deputy Chief Accounts Officer or Deputy Chief Accounts Officer and Senior Deputy Chief Accounts Officer in the respective discipline of Finance Department in scale of pay of Rs.60000-180000 (Rs.13000-18250 pre-pre revised) with 3 years regular service in the grade Rs.60000-180000 (Rs. 13000-18250) in a Major Port Trust or Deputy Chief Accounts Officer and Senior Deputy Chief Accounts Officer in respective discipline of Finance Department with 2 years regular service in the grade and combined regular service of 7 years in the scales of pay of Rs.50000-160000 (Rs.10750-16750 pre-pre-revised) and Rs.60000-180000 (Rs.13000-18250 pre-pre-revised) in the respective discipline of finance Department in a Major Port Trust will be eligible.</p> <p>For deputation, officers holding the post of Senior Deputy Accounts Officer or holding post of Deputy Chief Accounts Officer and Senior Deputy Chief Accounts Officer in the respective discipline of Finance Department in the scale of pay of Rs.60000-180000 (Rs.13000-18250 pre-pre-revised) in Government/Semi Government /Public Sector undertakings or Autonomous Body with 3 years regular service in the grade will be eligible. The selection by merit for which the bench mark in overall grading in the Annual Confidential Reports will not be below " Very Good"</p> | <ul style="list-style-type: none"> i) Chairman- Chairman ii) Deputy Chairman- 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 Caste/Scheduled Tribe & Other Backward Class nominated by the Chairman- Member | |

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20/6/23

Annexure II

| <u>PROFORMA</u> | | BIO-DATA | |
|-------------------------------------|--|----------|--|
| | | | Affix recent passport size photo |
| | 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

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.

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 from 2019-2020 to 2023-2024 are enclosed.

Dated:

Signature of the forwarding authority
along with office seal.