



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 महा प्रबंधक (प्रशासन) एवं सचिव Chief General Manager (Admn.) & Secy - (022) 2724 4021;
मुख्य महा प्रबंधक (यातायात) Chief General Manager (Traffic) - (022) 2724 4191; मुख्य महा प्रबंधक (यां. एवं वि. ज.) Chief General Manager (M&EE) - (022) 2724 4181;
मुख्य महा प्रबंधक (वित्त) Chief General Manager (Fin) - (022) 2724 4081; मुख्य महा प्रबंधक (प. यो. वि.) Chief General Manager (PP&D) - (022) 2724 4156
उप-संरक्षक Dy. Conservator (022) 2724 4171; हार्बर मास्टर (022) 2724 4173.
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Ref.:A/P/E/A-11/2025/ 80 / 535

Date : 30/06/2025

To,
The Chairperson,
All Major Port Authorities.

Sub.: Filling up the post of Deputy General Manager (M&EE) in JNPA on Absorption through composite method of recruitment from Major Port Authorities.

Sir/Madam,

One post of **Deputy General Manager (M&EE)** in the pay scale of **Rs.80000-220000** (Rs. 32900-58000 un-revised) – Deputy HOD level will be fall vacant at Jawaharlal Nehru Port Authority due to the Superannuation of Shri Anil T. Chopde, Deputy General Manager (M&EE), on w.e.f. 01/01/2026.

It has been decided by the competent authority to fill up the post of Deputy General Manager (M&EE) (earlier known as Manager (M&EE)) as per the prevailing Jawaharlal Nehru Port Trust Employees (Recruitment, Seniority and Promotions) Regulations 2011, through Composite Method from other Major Ports.

The above one post will be filled by Composite Method basis from among the Officers of the Major Ports, fulfilling the criteria of eligibility as prescribed in the schedule of Deputy General Manager (M&EE) of Jawaharlal Nehru Port Trust Employees (Recruitment Seniority & Promotion) Regulations, 2011 (copy attached at Annex-I).

The selection to the aforementioned post will be on merit, for which the bench mark in the overall grading in the ACRs shall not be below "Very Good".

The Chairpersons of all the Major Port Authorities are requested to kindly circulate the above vacancy among the eligible officers of the respective port. The applications in the prescribed pro-forma duly filled by the officers of the port who fulfil the eligibility criteria as prescribed at Annex-II, may be forwarded along with the following documents so as to reach the undersigned on or before **30/07/2025**.

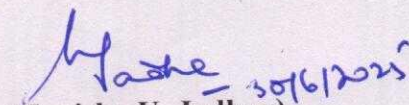
1. Photo copies of the ACRs of the applicant for the last 5 years duly attested by the officer not below the rank of Dy. HOD on each page.
2. Copies of disclosure certificates of attached ACRs.
3. Attested Photo-copies of all educational and other certificates and testimonials
4. Vigilance & Administrative clearance of the concerned Port.

The cut-off date for determining the eligibility shall be **01/07/2025**.

The concern Major Port Authorities are requested to ensure that the duly filled applications of the candidates are forwarded to **Jawaharlal Nehru Port Authority** with the prior approval of the Competent Authority along with all requisite documents before the date of closing. In case of receipt of advance copy of application in respect of any applicant by the JNPA, candidature of such officer shall not be considered if his/her application is not received within 15 days of the last date of receipt of applications through proper channel.

Once the application(s) is/are forwarded in respect of Officers with the prior approval of the Competent Authority, the concerned Major Port Authority has to ensure that in the event of selection of its officer to the aforementioned post, he/she is relieved immediately from the present post held by him/her in any case within 30 days of selection since the said selection and appointment is at the level of Deputy head of Department. In case the selected officer is not relieved within 30 days of his/her appointment, it will be deemed that such officer is relieved of his/her present post by the concern Major Port Authorities after expiry of 30 days of his/her appointment.

It may be noted that as per the advisory issued by the Ministry of Ports, Shipping and Waterways, Govt. of India vide its communication No. A-29018/4/2018-PE-I, dtd. 11th August, 2021, Port official, who withdraws his candidature for the post after his selection by the Service 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.


(Manisha U. Jadhav)
General Manager (Admn.) & Secy.

S. No.	Name of the Post	No. of Posts	Class/Location	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/Deposition.	Period of Probation (in years)	Method of recruitment (Whether by direct recruitment or by Promotion/Absorption/Deposition)	In case of Promotion/Absorption/Deposition, Grades from which it should be made	Remarks
1												
2												
3	Deputy Manager (Mechanical and Electrical Engineering)	4*	Class-I	24800-50500	Selection	40	Essential: (i) Degree or equivalent in Mechanical/Electrical/Electronics & Communication Engineering from a recognised University/Institution. (ii) Nine years experience in relevant disciplines in executive cadre in an Industrial/Commercial/Govt. Undertaking. (c) No	(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 which by absorption/deposition, failing both by direct recruitment.	Promotion from Asst. Manager (MSE Engg.) in the scale of pay of Rs. 20500-45500 with 4 years regular service in the grade falling which Asst. Manager (MSE 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. 20500-45500 as Asst. Manager in the respective discipline in MSE Engg. Deptt. Absorption/Deposition will be of Officers holding analogous posts or the feeder post with 4 years regular service in the grade in a Major Port Trust.	
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 disciplines in executive cadre in an Industrial/Commercial/Govt. Undertaking. (c) No	(a) No (b) Yes (c) No	N/A	By absorption through Composite method failing which by deposition from other Govt. organisation and failing both by direct recruitment.	For absorption through composite method, Officers holding analogous posts or the post of Superintendent Engineer/Dy. Manager (MSE Engg.) and equivalent posts in respective discipline of MSE Engg. Deptt. in the scale of pay of Rs. 24800-50500 with 3 years regular service in the grade in the respective discipline in Govt./PSUs/ Autonomous Bodies etc. will be eligible. For deposition Officers holding analogous posts or officers holding post of Superintendent Engineer and equivalent posts in the respective discipline of MSE Engg. Deptt. in the scale of pay of Rs. 24800-50500 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 bench mark in overall grading in the ACPE will not be below 'Very Good'.	There would be automatic elevation of officers working in the pay scale of Rs. 28100-46500 to the extent of 32900-58000 to the extent of number of posts recommended.

* The posts does not includes 1 post of Marketing Section operated in Administration Department.
* The posts does not include 1 post operated in Finance Department as Dy. Manager (MS).
* The posts includes 1 post of Management Services and operated in Finance Department as Manager (MS).

PROFORMA

BIO - DATA

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

Recent Passport
size photographs

1. Full name (in block letters) : _____
2. (a) Address for communication : _____

(b) Telephone No./Mobile No. : _____
(c) Fax / E-Mail address : _____
3. Present post with scale of pay : _____
4. Date of Birth : _____
5. Age as on 01/07/2025 : _____
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	To	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. Port has no objection to relieve him/her in case of selection.

SIGNATURE OF THE DY. CHAIRMAN/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)

Annex-IV

Particulars 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 (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.	Position held (during the ten preceding years)	

Sl. No.	Organisation (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/officials has submitted his and 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 compliant pending against the officer as on date.				

Date:

(Name and signature)

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