



**SYAMA PRASAD MOOKERJEE PORT, KOLKATA
HALDIA DOCK COMPLEX**

Advertisement No. DR/25/17

Date : 24-09-2025

**DIRECT RECRUITMENT FOR APPRENTICE DOCK PILOT UNDER MARINE
OPERATIONS DIVISION, HALDIA DOCK COMPLEX, SMPA**

Haldia Dock Complex (HDC), Syama Prasad Mookerjee Port, Kolkata, invites applications for direct recruitment of 03 (three) Apprentice Dock Pilots under Marine Operations Division, HDC at Haldia. The detail of such direct recruitment is given below :

A. Post wise vacancies, Reservation, Essential & other qualifications:

Post	No. of Vacancies	Reservation	Essential Educational and other qualifications
Apprentice Dock Pilot, Marine Operations Division, HDC	03	01 (OBC) 01 (EWS) 01 (UR) Posts are not identified suitable for PwBD category.	<u>Essential:</u> i) 2nd Mate FG Certificate or B.Sc. Nautical Science with 60% marks. ii) Other Officers of HDC with a qualification of B.Sc (Nautical Science) to be considered.

Abbreviations stand as:

OBC : Other Backward Classes, EWS : Economically Weaker Sections, UR : Un-reserved

PwBD: Persons with Benchmark Disabilities

B. Age : Upper age limit 25 years .

Relaxation in upper age limit shall be as follows:

Sl. No.	Category	Age relaxation
1	Other Backward Classes (Non creamy layer)	3 years
2	Existing Employees of the Board of any Major Ports of India	Upto 55 years of age

Note 1:

- i. Candidates seeking age relaxation will be required to submit copies of necessary certificate(s) and produce the original certificate(s) for verification at the time of scrutiny / verification of documents and /or at the time of any stage of recruitment process as may be required by HDC, SMPA.
- ii. If any SC, ST or OBC category candidate applies for a post under UR category, then the candidate will not be eligible for relaxation in age.

C. Crucial date : The crucial date for determining the Age, Qualification, Experience etc. shall be **September 01, 2025**.

D. Method of Selection:

Selection methodology will be through Written Test and Interview. The structure of the Written Test is given below:

Written Test		Marks
Part-I :- Objective Test (MCQ)	Marks	40
General Knowledge	10	
English Language	10	
Numerical Ability	10	
Logical Reasoning	10	
Part-II :- Subject oriented Test (Descriptive + MCQ)		50
Section A – 05 descriptive questions each carrying 4 marks	20	
Section B – 30 MCQs each carrying 01 marks	30	
Interview		10
Total Marks		100

Note 1: Medium of the Written Test will be English / Hindi / Bilingual.

Note 2: There will be 1/4 negative marking for MCQs. For every wrong answer, 1/4 of the total marks allotted for that question will be deducted.

Note 3: HDC, SMPA reserves the right to modify the selection methodology.

E. Cut-off Score :

Cut-off score will be **50%** of the total marks. Suitable relaxation will be allowed to the reserved category of applicants against the posts earmarked for the respective reserved category only.

Note 1: HDC, SMPA reserves the right to alter the cut-off marks, if required.

Note 2: HDC, SMPA reserves the right to restrict the number of candidates for shortlisting / Interview as applicable.

F. Date of Written Test : The date of Written Test will be intimated around 15 days before the examination.

G. Emoluments :

- i. The selected candidate will be placed on training for a period of about 1 year at a monthly stipend of Rs. 40,000/- during the entire period of training, without any allowances.
- ii. The selected candidates, upon completion of training, will have to qualify the requisite examination, to be absorbed and placed as regular Dock Pilot in the scale of pay of Rs 50,000-1,60,000/-.
- iii. The selected candidates will be required to execute a bond on a non-judicial stamp paper, to serve the port at-least for two years after completion of training period, failing which, the candidate will have to pay HDC, SMPA an amount equivalent to 6 months' gross salary last drawn, together with the cost of training as determined by the appropriate authority.

H. Nationality :

A candidate applying for recruitment in the HDC and KDS, SMPA must be either-

- (a) Citizen of India, or
- (b) a subject of Nepal, or
- (c) a subject of Bhutan, or
- (d) a Tibetan refugee who came over to India before 1st January, 1962 with the intention of permanently settling in India, or
- (e) a person of Indian origin who has migrated from Pakistan, Bangladesh, Burma, Sri Lanka or the East African countries of Kenya, Uganda, the United Republic of Tanzania, Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India.

Provided that a candidate belonging to category (a) shall produce such proof of his nationality as the Chairman may, from time to time require. Provided further that a candidate belonging to categories (b), (c), (d) and (e) shall be a person in whose favour a certificate of eligibility has been issued by the Government of India.

Provided also that a candidate in whose case the proof of nationality or a certificate of eligibility is necessary may be provisionally appointed, pending the production by him of the necessary certificate in his favour from the Central Government, as the case may be. In such cases the provisional appointment shall not exceed a period of one year.

I. Special instructions for OBC:

The Caste/Tribe/Community certificate issued by the following Authorities in the prescribed form for OBCs will only be accepted as proof in support of a candidate's claim as belonging to the OBC categories:

- a. District Magistrate / Additional District Magistrate/ Collector/ Deputy Commissioner/ Deputy Collector/ First Class Stipendiary Magistrate/ Sub-Divisional Magistrate/ Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner (Not below the rank of First Class Stipendiary Magistrate).
- b. Chief Presidency Magistrate/Additional Chief Presidency Magistrate/ Presidency Magistrate.
- c. Revenue Officer not below the rank of Tehsildar.
- d. Sub-Divisional Officer of the area where the candidate and/or his family normally resides.

Note: a) Caste validity certificate in original, from the appropriate authorities of the state/union territory from which the caste certificate was issued along with self attested. Photostat copy is to be submitted at the time of Document Verification / Interview.

b) Please refer to Annexure for the prescribed format of OBC certificate to be submitted at the time of Document Verification / Interview etc.

In case of candidates belonging to OBC category, certificate should specifically contain a clause that the candidate does not belong to creamy layer section excluded from the benefits of reservation for Other Backward Classes in Civil posts & services under Government of India. **OBC caste certificate containing the Non-creamy layer clause should be valid as on the date of submitting application, as well as date of Interview and also as on the date of joining upon selection.**

Caste Name mentioned in certificate should tally letter by letter with Central Government list / notification.

Candidates belonging to OBC category but coming under creamy layer and/ or if their caste does not find place in the Central List are not entitled to OBC reservation. They should indicate their category as General (UR) in the online application form.

All the directives of the Govt. of India regarding caste status (already issued or likely to be issued) shall apply.

J. Verification of documents / Interview:

Candidates who will be shortlisted in the written examination will subsequently be called for verification of documents / interview. The address of the venue, time and date of verification of documents / interview will be informed to the shortlisted candidates through separate call letter.

Please note that any request regarding change in date/venue/time etc. of verification of documents / interview will not be entertained.

However, HDC, SMPA reserves the right to hold supplementary process on particular date/venue/time etc. at its discretion, under unforeseen circumstances, if any, advance intimation for which will be conveyed to the candidates.

K. General Information

1. Merely applying for the post and being shortlisted in the written examination and/ or any stage of recruitment process does not imply that a candidate will necessarily be offered employment in the Port. No request for considering the candidature under any category / post other than the one in which applied will be entertained.
2. Instances of providing incorrect information and/or process violation by a candidate detected at any stage of the selection process will lead to disqualification of the candidate from the selection process and he/she will not be allowed to appear in Haldia Dock Complex (HDC), SMPA recruitment process in the future. If such instances go undetected during the current selection process but are detected subsequently, such disqualification will take place with retrospective affect.
3. While applying for the post, the applicant should ensure that he/she fulfils the eligibility and other criteria mentioned above as on the specified dates and that the particulars furnished by him/her are correct in all respects. **In case it is detected at any stage of recruitment that a candidate does not fulfill the eligibility criteria and/or that he/she has furnished any incorrect/false information or has suppressed any material facts, his/her candidature will stand cancelled. If any of these shortcomings is/are detected even after appointment, his/her services are liable to be terminated.**
4. Documents relating to Age/Qualification/Category etc. will have to be submitted at the time of verification. **Caste certificate accompanied with caste validity certificate** must be submitted by candidates seeking reservation as OBC in the prescribed proforma from the competent authority indicating clearly the candidate's caste, the Act/Order under which the caste is recognised as OBC and the village/town the candidate is originally a resident of.
5. **At any stage if falsification of caste certificate is noticed, the candidature will stand cancelled automatically.**
6. Candidates serving in Government / Quasi Government Offices, Public Sector undertakings will be required to submit "No Objection Certificate" from their employer at the time of Verification/certificate scrutiny, failing which their candidature may not be considered. Candidates who are selected are required to submit unconditional discharge letter / relieving letter from their employer (Govt/Public sector / Private) at the time of joining Haldia Dock Complex (HDC), SMPA, WITHOUT WHICH THEY WILL NOT BE ALLOWED TO JOIN.
7. The candidates will have to appear for the written test at their own cost.
8. Appointment of selected candidates is subject to their being found medically fit as per the requirements of the SMPA. Such appointment will also be subject to the service and conduct rules of the Syama Prasad Mookerjee Port, Kolkata.
9. Decisions of the SMPA in all matters regarding eligibility, conduct of examination, other tests and selection would be final and binding on all candidates. No representation or correspondence will be entertained by the SMPA in this regard.
10. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/ or an application in responses thereto can be instituted only in High Court (Kolkata)/ Tribunals/Forums at Kolkata only shall have sole and exclusive jurisdiction to try any cause/dispute.

11. Selected candidates will be governed by the terms and conditions of the Service Regulations of the Syama Prasad Mookerjee Port, Kolkata in force.

12. Use of Mobile Phones, calculator or any such electronic devices is strictly prohibited inside the examination hall. Candidates, before entering examination premises, are likely to be frisked to ensure compliance.

Mobile phones or any other communication devices are not allowed inside the premises where the examination is being conducted. Any infringement of these instructions shall entail cancellation of candidature and disciplinary action including ban from future examinations.

Candidates are advised in their own interest not to bring any of the banned item including mobile phones to the venue of the examination, as no arrangement for safekeeping will be available.

13. The Syama Prasad Mookerjee Port, Kolkata reserves the right to cancel the above Recruitment Exercise at any stage of the process without assigning any reason thereof.

General Instruction to the Candidates :

Interested candidates, fulfilling the above-mentioned eligibility criteria may apply in the proforma given hereunder with one recent colour passport size photograph and self-certified photocopies of relevant certificates / testimonials. Application in sealed envelope, superscribing “Application for recruitment of Apprentice Dock Pilot under HDC”, should reach the Office of the Sr. Dy. Manager (P&IR), Haldia Dock Complex, Jawahar Tower, P.O.: Haldia Township, Dist.: Purba Medinipur, W.B. PIN: 721607, **by October 24, 2025**. Mere fulfilment of the eligibility criteria will not confer any right upon the candidate for selection. Incomplete applications, or applications received after the last date, may not be entertained.

IN CASE OF ANY DISCREPANCIES, THE DETAILED ADVERTISEMENT PUBLISHED IN THE VACANCY SECTION OF OUR WEBSITE <https://smp.smpportkolkata.in/> ‘Job Openings’ menu SHALL BE FINAL.

CANDIDATES ARE ADVISED TO VISIT THE VACANCY SECTION OF OUR WEBSITE FOR DETAILED ADVERTISEMENT, TO APPLY ONLINE AND FOR FURTHER UPDATES ON THE RECRUITMENT EXERCISE.

CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION.

**SD/-
Sr. Dy. Manager (P&IR),
Haldia Dock Complex, SMPA**

PRESCRIBED PROFORMA FOR APPLICATION
Recruitment of Apprentice Dock Pilot under Marine
Operations Division, HDC, SMPA

Affix Recent
passport size
Photo here

1. Name:
2. Father's / Husband's Name:
3. Date of birth:
(Self-Certified copy of proof to be enclosed)
4. Age (As on 01/09/2025):
5. Gender:
6. Permanent Address:
.....
7. Address for Communication:
.....
8. Telephone: Landline:
Mobile:
9. E-mail Address:
10. Nationality:
11. Religion: Category (SC/ST/OBC/UR):
12. Qualification: (Self Certified copies of Mark sheets / Certificates to be enclosed)

Qualification	Name of the Degree	Name of the University / Institution or equivalent	Percentage with Division / Class
Class - X			
Class - XII			
Degree			
Additional (if any)			

13. Experience: (Self Certified copies of Certificates to be enclosed)

Organisation	Scale of pay / Salary	Post	Period (<u> </u> to <u> </u>)	Duration

14. Additional Information (if any)

I certify that the above information is true to the best of my knowledge and belief. The necessary documents, including the certificate from my employer, are enclosed.

(Full Signature of Applicant with Date)

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD
CLASSES
APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF
INDIA

This is to certify that Shri/ Smt./ Kumari
.....son/daughter of
..... of village/ town
.....

In District/ Division in the State / Union Territory
.....belongs to the
..... community which is recognized as a
backward class under the Government of India, Ministry of Social Justice and
Empowerment's Resolution No. dated
.....*. Shri/ Smt./ Kumari And/or his/her
family ordinarily reside (s) in the District/
Division of the State/Union Territory. This is
also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in
Column 3 of the Schedule to the Government of India, Department of Personal & Training O. M.
No. 36012/22/93 Estt.(SCT) dated
08.09.1993**.

District Magistrate
Deputy Commissioner etc.

Dated:

Seal

*- The authority issuing the certificate may have to mention the details of Resolution of
Government of India, in which the caste of the candidate is mentioned as OBC.

** - As amended from time to time.

Note:- The term "Ordinarily" used here will have the same meaning as in
Section 20 of the Representation of the people Act, 1950.