VACANCY CIRCULAR

Subject: Filling up the post of Assistant Director (Finance) in the Tariff Authority for Major Ports – on deputation basis.

The Tariff Authority for Major Ports, (TAMP), is a Statutory Body under the administrative control of the Ministry of Shipping, Government of India. TAMP was set up under the MPT Act, 1963, to regulate tariffs in Major Port Trusts and private terminal operators thereat.

2. Applications are invited for filling up the post of Assistant Director (Finance) in the Pay Band of ₹ 15,600-39,100/- + Grade Pay of ₹ 5,400/- on deputation basis. The gross pay at the minimum of scale is ₹ 46,230/- including all applicable allowances as on date.

3. The Assistant Director (Finance) will be responsible for processing and analyzing tariff cases and is also required to handle other work as may be assigned to him / her by the Senior Officers from time to time.

4. The post will be filled up on deputation basis on usual terms and conditions applicable in such cases. The period of deputation will be for a period of one year extendable depending on the requirement of the Authority. The details of the post and the eligibility conditions thereof are given below:

<table>
<thead>
<tr>
<th>Post</th>
<th>Pay Band + Grade Pay</th>
<th>Particulars</th>
</tr>
</thead>
</table>
| Assistant Director (Finance) - 1 (one post) | ₹ 15,600 -39,100/- + Grade Pay ₹ 5,400/- | From:  
(i) Employees of Major Port Trusts;  
(ii) Employees of Central Government/ State Govt. Departments;  
(iii) Employees of Autonomous Bodies/ Statutory Organisation / Public Sector Undertakings;  
(a) holding analogous posts; or  
(b) With 5 years service in the posts of the scale of Pay Band of ₹ 9300-34800 + GP of ₹ 4600 or equivalent and or  
(c) With 8 years service in the posts of the pay scale of Pay Band of ₹ 9300-34800 + GP of ₹ 4200 or equivalent. |
<table>
<thead>
<tr>
<th>Educational &amp; other qualifications</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>(A) Essential:</strong></td>
</tr>
<tr>
<td>(i) Qualifications recognized for enrolment in the Register of Members of the Institute of Chartered Accountants of India or of the Institute of Cost and Works Accountants of India or equivalent;</td>
</tr>
<tr>
<td>(ii) Five years experience in costing/finance/tariff fixation matters relating preferably to ports or other Regulatory Authorities.</td>
</tr>
<tr>
<td><strong>(B) Desirable:</strong></td>
</tr>
<tr>
<td>Degree of a recognized University or equivalent preferably in Commerce and Accounts.</td>
</tr>
<tr>
<td><strong>Age Limit:</strong></td>
</tr>
<tr>
<td>Maximum age limit for deputation shall be 56 years on the last date of receipt of application.</td>
</tr>
</tbody>
</table>

5. The Terms and Conditions of deputation for the post of Assistant Director (Finance) is attached.

6. It is requested to forward the applications of the willing and eligible officials, whose services can be spared immediately for selection, in the prescribed proforma given in annexure along with certified copies of ACRs for the last five years to the Section Officer (Admn.), Tariff Authority for Major Ports, 4th floor, Bhandar Bhavan, Muzawar Pakhadi Road, Mazgaon, Mumbai-400 010. The last date for receipt of application in this Authority is **30th May, 2012**.

(N.K.Parameswaran)
Section Officer (Admn.)

Encl: As above.

To
As per list attached.
APPLICATION FOR THE POST OF ASSISTANT DIRECTOR (FINANCE) ON DEPUTATION BASIS - PROFORMA

1. Name (in BLOCK LETTERS) : 

2. Father's / Husband's Name : 

3. Age & Date of Birth : 

4. Address for correspondence : 

5. Educational qualifications : 
   Essential : 
   Desirable : 

6. Whether belongs to SC/ST/OBC : 
   (Attach a certified copy of requisite Caste Certificate) 

7. Work experience, along with details of pay and duties : 

8. Any other information : 

   (Signature of the Applicant)

9. In case applicants who are employed in Government Departments/ Undertakings, the following certificate is to be given by the Head of the office of the applicant:
   (a) It is certified that particulars furnished by the officer are correct.
   (b) It is certified that no disciplinary/ vigilance case is pending or contemplated against the applicant and he/ she is clear from the vigilance angle.
   (c) His/ Her integrity is certified.
   (d) Attested copies of ACRs for the last five years are attached.

   (Signature of the Competent Authority with seal)
Terms and conditions of appointment to the post of Assistant Director (Finance), Tariff Authority for Major Ports (TAMP) on deputation basis.

(i) Nature of deputation:
The service in the Authority will be deemed to be on Deputation on Foreign Service.

(ii) Period of deputation:
The period of deputation will be for a period of one year which may be extended depending on the requirement of the Authority.

(iii) Pay:
During the period of deputation, the incumbent will have the option either to get his/her pay fixed in the deputation post under the operation of the normal rules or to draw pay of the post held by him/her in his/her parent department plus a deputation (duty) allowance in accordance with and, subject to the conditions, as modified from the time to time and such other general or special order issued by the Ministry of Finance.

(iv) DA:
The incumbent will be entitled to Dearness Allowance under the rules of the parent organization or under the rules of the borrowing organization as per the option exercised by him/her in respect of his/her pay.

(v) Residential Accommodation:
Residential accommodation will be provided in the staff quarters of Mumbai Port Trust, subject to availability. In the event of residential accommodation not being available, the appointee shall be entitled to draw HRA at the rate admissible to Government employees from time to time.

(vi) Leave:
The officer will continue to be governed by the Leave Rules of the parent organization.

(vii) Children’s Educational Allowance / Reimbursement of Tuition fee:
These allowances shall be paid in accordance with the Rules of the Central Government.

(viii) Joining Time Pay and Transfer T.A:
The officer shall be entitled to TA and joining time while joining the post on foreign service and on reversion to his / her parent department as per TAMP (Joining Time) Regulations, 2001.

(ix) TA for journey on duty during the period of foreign service:
The officer shall be entitled as per TAMP (TA / DA) Regulations, 2001.

(x) Leave Travel Concession:
The officer shall be entitled for the LTC as per TAMP (Leave Travel Concession) Regulations, 2001.
(xi) **Medical facilities:**
The officer shall have the option either to retain the CGHS Card on monthly subscription as applicable under the Central Government or medical expenses reimbursement will be allowed in terms of TAMP’s (Medical Attendance and Treatment) Regulations, 2004.

(xii) **Pension and Leave Salary:**
The Authority shall pay to his / her parent department the pension and leave salary contribution within 15 days from the end of each financial year or at the end of foreign service, if the deputation expires before the end of the financial year, at the rates as prescribed by the Government.

(xiii) **Encashment of Leave:**
The officer will be allowed the benefit of encashment of leave under the rules of his Parent Organisation, subject to the expenditure in this regard will be reimbursed by his Parent Organisation.

(xiv) **General Provident Fund / Contributory Provident Fund:**
The officer shall continue to subscribe to the GPF / CPF in accordance with the rules of the Fund and the office shall arrange credit of the same into his / her Fund account on a month-to-month basis.

(xv) **Facility of conveyance:**
The officer shall be paid transport allowance as is applicable to equivalent posts in the Government.

On all matters which are not maintained explicitly in (i) to (xv) above, the Officer will be governed by the rules applicable to the employees of TAMP.

----------------------------------------