



ನವ ಮಂಗಳೂರು ಬಂದರು ಮಂಡಳಿ
नव मंगलूर पत्तन न्यास
NEW MANGALORE PORT TRUST

ಪಣಂಬೂರು ಪುನಮ್ಬುರ Panambur / ಮಂಗಳೂರು ಮಂಗಲೂರ Mangalore - 575010.



No.3/19/2017/ERS.2

Date: 13.02.2018

INVITES

Applications for the post of Hindi Officer (Class I)

New Mangalore Port Trust invites applications for Direct Recruitment from eligible candidates for the post of Hindi Officer in the scale of pay of Rs.20600-46500 (due for revision w.e.f. 01.01.2017) plus other allowances such as VDA, Cafeteria and HRA etc. applicable from time to time. Unfurnished accommodation (as per eligibility) will be provided by the Port at normal rent and in such case no HRA will be paid.

Educational qualifications and other qualifications required for direct recruitment as per RR (Copy enclosed as Annexure I):

Essential:(1) Masters degree of a recognized university or equivalent in Hindi with English as a subject at degree level

OR

Masters degree of a recognized university or equivalent in Hindi with English as a subject at degree level. Or Masters degree of a recognized university or equivalent in any subject with Hindi and English as a subject at degree level OR Master's degree in recognized university or equivalent in any subject with English medium and Hindi as a subject at degree level.

(2) Five years experience of terminological work in Hindi and/or Translation work from English to Hindi or vice-versa preferably of Technical or Scientific Literature OR Five years experience of teaching, research writing or journalism in Hindi.

Desirable: 1. Knowledge of Sanskrit/or a modern Indian Language.

2. A sound knowledge of regional language Kannada.

3. Administrative Experience.

4. Experience of Organizing Hindi classes of workshops for noting and drafting.

Age limit – lower and upper for direct recruits: Between 21 and 35 years (Relaxable upto 5 years for Govt. servants)

ದೂರವಾಣಿ : ಕಛೇರಿ : 0824 - 2407341
ಫ್ಯಾಕ್ಸ್ : 0824 - 2408390

ಫೋನ್ : ಕಾರ್ಯಾಲಯ : 0824 - 2407341
ಫ್ಯಾಕ್ಸ್ : 0824 - 2408390

Phone : Office : 2407341 (18 Lines)
Fax : 0824 - 2408390

कागद लुलस दैल लुलस पेपर की बचत राष्ट्र उन्नत SAVE PAPER SAVE NATION

Interested and only eligible candidates as per RR (**Annexure I**) may apply for above mentioned posts in the prescribed format (**Annexure-II**), duly super scribing on the envelope, "Application for the post of Hindi Officer" and to be addressed to the Secretary, New Mangalore Port Trust, Panambur, 575 010, Karnataka.

The candidates already in Govt. Service/service in PSUs etc. shall submit their application through proper channel and the following documents are also to be furnished by their employer along with the applications.

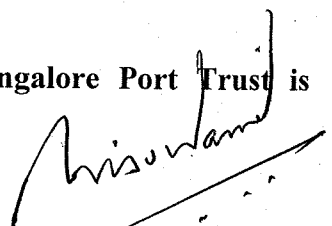
1. Copies of APARs for the last 5 years ending latest reporting year duly attested by the officer not below the rank of Dy.HOD on each page. In case the APAR for recent/latest reporting year is not available, the APAR of preceding year for similar no. of years shall be forwarded or a certificate to the extent of non availability of APAR may be furnished.
2. Attested copies of all the certificates such as educational qualification, experience containing the start and end date of working in respective post with pay scale.
3. No objection certificate from the organization.
4. Undertaking of the applicant to the effect that the candidature will not be withdrawn, if selected.
5. Vigilance and Administrative clearance by the concerned Port as in the pro-forma enclosed at **Annexure -III**.
6. The Veracity of the Certificates may be ensured & certified.
7. Two latest passport size photographs (to be inserted/tagged in a transparent envelop).
8. The certificate to be given by the employer as in the overleaf of the application format.

The application received within the due date along with all required documents and above mentioned requirements only be considered for the said post.

The crucial date to determine the qualification, experience and age etc. will be the last date fixed to receive the application.

The Management reserves the rights to cancel or make any changes in the appointments process, if need arises, without further notice and without assigning any reason thereof.

The last date to receive the applications at New Mangalore Port Trust is 26.03.2018.


(Lt Col. Biju Warriar)
Secretary

Annexure I

Sl. No.	Name of the post	No. of posts	Scale of pay	Classification	Age limit— lower and upper For direct recruits	Educational qualifications and other qualifications required for direct recruitment	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees and person holding analogous post in other department and deputationists.	Method of recruitment - promotion/transfer/deputation/direct recruitment and percentage of vacancies to be filled by different method of recruitments	Whether the post is selection post of non-selection post (for promotion only)	In case of promotion or transfer, cadres from which promotion or transfer shall be made	Prescribed period of probation	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13
1 (e)	Hindi Officer	1	Rs. 20600-46500 (Rs. 9100-250-15100 pre-revised)	Group 'A'	Between 21 and 35 years (Relaxable upto 5 years for Govt. servants)	Essential: (1) Masters degree of a recognised University or equivalent in Hindi with English as a subject at Degree level. OR Master's Degree of a recognised University or equivalent in English with Hindi as a subject at Degree level. OR Master's Degree of a recognised University or equivalent in any subject with Hindi & English as a subject at Degree level OR Master's Degree in recognized University or equivalent in any subject with English medium and Hindi as a subject at degree level. (2) Five years experience of terminological work in Hindi and/or Translation work from English to Hindi or vice-versa preferably of Technical or Scientific Literature OR Five years experience of teaching, research writing or journalism in Hindi. Desirable: 1. Knowledge of Sanskrit/or a modern Indian Language. 2. A sound knowledge of regional language Kannada. 3. Administrative Experience. 4. Experience of Organising Hindi classes of workshops for noting and drafting.	Age : No Qualification : Yes	By promotion failing which by transfer on deputation failing both by direct recruitment	Not applicable	Promotion: From among the senior translators with 5 years regular service in the grade. Transfer on deputation: persons holding analogous posts in Central/ State Govt. or Autonomous Bodies. (Period of deputation ordinarily not to exceed 3 years)	2 years	Nil

ANNEXURE II

Affix
photograph
here

FORMAT OF APPLICATION

1.	Name of the Post applied for					
2.	No. & Date of Notification					
3.	Name of the Candidate					
4.	Name of father/Husband					
5.	Date of birth/age (Attested copy of proof shall be enclosed)					
6.	Sex		Male/Female			
7.	Caste (whether SC/ST/OBC/UR) (Copy of certificate to be enclosed)					
8.	Nationality					
9.	Qualification (Copies of certificates shall be enclosed)					
10.	Experience in chronological order, with designation, pay scale & break-up as below (Copies of proof shall be enclosed)					
Sl. No	Name of the organization	Post held	Scale of pay	From	To	Nature of duties performed
11.	Permanent Address					
12.	Address for communication (Email & Telephone number)					
13.	Whether employed, name of the Organization					
14.	No Objection Certificate from the Employer					

Declaration

I, Sri. (name) hereby declare that the information furnished above are true and correct. If any information furnished above is found incorrect/false, I myself render liable for disqualification for the post applied for apart from the necessary legal actions, as may be deemed fit.

Place:

Date:

Signature of the Applicant

.....P.T.O....

(The Certificate to be given by the concerned Ports)

1. Copies of APARs for the last 5 years, attested by the officer not below the rank of Dy. HOD on each page.
2. Attested copies of all the certificates in proof of for educational qualification, present and past work experience in the respective post & pay scale.
3. No objection certificate from the respective Ports.
4. Undertaking of the applicants not to withdraw the candidature, if selected.
5. Vigilance and Administrative Clearance by the concerned Port.
6. The Veracity of the University Certificate & the recognition of the degree obtained by the applicant may be ensured & certified.
7. Recent two Passport size Photographs, to be inserted/tagged in a transparent envelop.

Place:

Date:

Signature of the Head of the
Organization with seal

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 year) :

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.