

FOR OFFICE USE**DATE OF RECEIPT
OF APPLICATION**

APPLICATION PROFORMA FOR APPLYING TO THE POST OF LAW OFFICER Gr.I IN VPT IN CONNECTION
WITH THE EMPLOYMENT NOTICE NO:17/2016 Dt: 14.11.2016.

1. NAME (In English & Block Capitals)

Paste latest
photograph
With
Attestation.

2. DATE OF BIRTH (DD/MM/YYYY)

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Age (YY/MM)(as on 01.11.2016)

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3. NATIONALITY/ RELIGION

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4. Father's NAME

5. Mailing Address for Correspondence

																P	I	N	

6. Category

Genl	
SC	
ST	
OBC	

5 (a) Permanent Mailing Address

																P	I	N	

Telephone No, Mobile No
& e-Mail ID

7. SEX: MALE / FEMALE

8. Educational Qualifications (Academic / Technical) :

Educational Qualifications	Board / University	Year of Passing	Percentage of Marks	Elective Subject

(Enclose copy of certificates)

9. Experience.

Name of the Organisation	Joining Date	Leaving Date	Duration			Designation
			Y	M	D	

(Enclose copy of certificates)

10. Name & Address of the Present Employer with contact no's (If any)

11. N O C submitted : YES / NO

12. VIGILANCE / ADMINISTRATIVE CLEARENCE : YES / NO

I do hereby declare that having understood contents given in the Advertisement, I submit the application and the information furnished is true and in case any of my declaration and documents attached herewith found to be un-true / bogus and if I am unable to produce relevant documents in support of the eligibility condition within stipulated time, my candidature may be cancelled at any stage of recruitment process. In the event that the any wrong statement is detected / noticed even after my appointment, I here by agree that my services are liable to be terminated without notice.

Dt. . .2016

SIGNATURE

**VISAKHAPATNAM PORT TRUST
GENERAL ADMINISTRATION DEPARTMENT
(PERSONNEL DIVISION)**

EMPLOYMENT NOTICE No.17/2016, Dt.14.11.2016.

SL. No.		
1.	Name of the Post	Law Officer Gr.I
2.	No. of Posts	01 (One)
3.	Classification	Class – I
4.	Scale of Pay	Rs.9100-250-15100 (Revised scale Rs. 20600-46500)
5.	Whether Selection or Non-selection	Selection
6.	Upper Age limit	30 yrs.
7.	Educational and Other qualifications prescribed for direct recruitment	<u>Essential</u> Degree in Law from a recognised University. <u>Desirable:</u> i)2 years executive experience in a legal Establishment of an Industrial/Commercial/Govt. Undertaking. ii)P.G. Degree in Law from a recognised University
8.	Whether (a) age (b) Educational qualifications (c) Experience for direct recruits will apply in the case of promotion / absorption / deputation	a) No b) Yes c) No
9.	Period of Probation (in years)	2 yrs.
10.	Method of Recruitment	By direct recruitment.

(Continued)

Other conditions:

1. The candidates should possess the requisite experience and qualifications as on 01.11.2016.
2. Upper age limit is relaxable to the extent of 3 years in the case of OBC Candidates and 5 years in the case of SC/ST Candidates will be allowed. The OBC Candidates have to submit the caste certificate regarding their OBC Status as well as exclusion from creamy layer in the proforma prescribed by the Central Government. The upper age limit is also relaxable for Government servants and other applicable relaxations as per extant rules. The SC/ST Candidates have to submit the latest caste certificate.
3. Candidates, if appointed will be governed by the New Pension Scheme, which came in to force w.e.f.01.01.2004 and other Rules & Regulations of Visakhapatnam Port Trust. Details will be intimated at the time of appointment.
4. Application in the model pro-forma available in Visakhapatnam Port Trust Web site www.vizagport.com be down loaded and filled in be submitted along with full particulars of Name, Address, Date of Birth, Qualifications and Experience etc., with relevant copies of Certificates, testimonials, two recent passport size photos, latest Caste Certificate whether belongs to OBC/SC/ST, duly attested should be sent through the Competent Authority of their Organization to reach **“The Secretary, Visakhapatnam Port Trust, Visakhapatnam-530 035”** on or before **15.12.2016** SUPERSCRIBING THE COVER APPLICATION TO THE PRESCRIBED POST of **Law Officer Gr.I.**
5. Applications of those already in service should be got forwarded through their Employer duly furnishing “NO OBJECTION CERTIFICATE”.
6. Depending up on the requirement, VPT reserves the right to cancel/restrict/curtail the Recruitment process without any further notice and without assigning any reasons thereof.
7. No advance copy of application from the applicant will be accepted. Competent Authority of the respective Organisation must forward every application. Those applications, which are forwarded by the Competent Authority of the respective Organisation, will only be considered.
8. Incomplete applications and applications received after due date and applications which are not forwarded by the Competent Authority of respective Organisations and applications without enclosures will summarily be rejected. In such cases, no correspondence from the applicants shall be entertained.

Sd/-
SECRETARY

RECRUITMENT RULES FOR THE POST OF LAW OFFICER GR.I IN VISAKHAPATNAM PORT TRUST

Sl. No.	Name of the post	No of posts	Classification	Scale of pay (Rs.)	Whether Selection or non Selection post	Whether the benefit of added years of service is admissible under Rule-30 of CCS (Pension Rules) 1972	Upper Age limit for direct recruitment (in years)	Educational and other qualifications prescribed for direct recruitment	Whether (a) age (b) educational Qualifications/ (c) experience for Direct recruits will apply in the case of Promotion/ absorption/ deputation	Period of probation (in years)	Method of recruitment (Whether by direct recruitment or by promotion/ absorption/ deputation)	In case of promotion/ absorption/deputation, grades from which it should be made	Remarks
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	13.	14.
1.	Law Officer Gr.I (Category-I Ports)	1	CI-I	9100-250-15100 (revised Rs.20600-46500)	Selection	--	30	<u>Essential:</u> Degree in Law from a recognized University. <u>Desirable:</u> (i) 2 years executive experience in a legal establishment of an industrial/Commercial/ Govt. Undertaking. (ii) PG Degree in Law from a recognized University.	a) No b) Yes c) No	2 Yrs.	Up to 31.03.2013 By direct recruitment 33 1/3% By promotion 66 2/3% After 31.03.2013 By direct recruitment 66 2/3% By promotion 33 1/3%.	Promotion from Law Officer Gr.II (existing Law officer (CI.II) in the scale of pay of Rs.8600-14600 (revised scale Rs.16400-40500) with 3 years regular service in the grade. OR From CI.III Employees in the scale of pay of Rs.6170-11975 (revised scale Rs.23600-56300) in the discipline of Legal Division with 5 years regular service in the grade where there are no class-II posts in the pay scale of Rs.8600-14600 (revised scale Rs.16400-40500) in that discipline.	

