

VISAKHAPATNAM PORT AUTHORITY  
CIVIL ENGINEERING DEPARTMENT

No.IENG/ HRC/Rect./Exe. Personnel/2022  
Dt.11.08.2022

**ENGAGEMENT OF EXPERIENCED EXECUTIVE PERSONNEL  
ON CONTRACT BASIS**

**WALK-IN-INTERVIEW NOTIFICATION FOR THE POST OF  
ENGINEERING EXECUTIVES (CIVIL)**

The eligible Indian Nationals may attend Walk-in-Interview for the following posts on contract basis on 22.08.2022 at 1130 Hrs. to be held in the Chambers of Chairman / Dy. Chairman.

|    | Name of the post  | No. of posts |
|----|---|--------------|
| 1. | Engineering Executive (Civil) ( purely on contract basis on payment of consolidated remuneration of 75, 000/- p.m. and retired employees / officers will be paid as per DoP&T OM) | 05           |

The maximum age limit for the above post is 62 years.

Please refer attached Annexure-I, for qualification and experience, job role / duties, Annexure-II for Terms and Conditions and Annexure-III for Application Format, respectively.

Candidates should enclose two additional passport size photographs to the application.

The above Engineering Executive (Civil) Personnel will be engaged purely on contract basis for a period of one year which can be extended by another year.

In case, eligible internal Officers of the Port desires to offer themselves for such position their engagement shall also be on contractual basis on selection subject to their resignation from port service.

The crucial date for determining eligibility criteria viz. Education Qualification, Experience, Age etc., shall be as on **01.08.2022**

Only eligible applicants who fulfill the criteria of essential qualification, experience, age, etc., prescribed for respective position, shall only attend.

Interested candidates may attend for certificate verification at 10.00 a.m. on 22.08.2022 at Venue: O/o Chief Engineer, Civil Engineering Department, 3<sup>rd</sup> floor, Administrative Office Building, Visakhapatnam Port Authority, Visakhapatnam-35

Tel: 0891-287-3353, 287-3350

The Management reserves the right to cancel, alter/add/delete any Clause in the Terms and Conditions in the recruitment process, if need arises, without further notice and without assigning any reasons thereof.

For further details with regard to eligibility criteria and Terms and Conditions, visit **WWW.VIZAGPORT.COM** (Useful information / Careers Section).

S/d  
CHIEF ENGINEER  
VISAKHAPATNAM PORT AUTHORITY

TERMS AND CONDITIONS

1. **Tenure of Engagement :** The tenure of engagement shall be for a period of 01 year which can be extended by another year.
2. **No TA/DA** will be paid for attending walk-in-interview.
3. **Post Qualification** experience is only reckoned as experience for eligibility.
4. The selection process will be 90% weightage for educational qualification and experience and 10% weightage for the interview.
5. The candidates should clearly indicate the percentage of marks in the application form. If CGPA grading is mentioned in the mark sheet, the candidate shall be responsible for converting the said grading into accurate percentage as per the criteria adopted by the respective University/ Institution.
6. Any update, corrigendum etc., of this advertisement will be hosted in the Port's Website only. Hence, candidates are requested to keep a regular watch on this Port's Website, i.e., [www.vizagport.com](http://www.vizagport.com) (Useful Information / Careers Section).
7. Changes, if any, in the recruitment process will be hosted in this Port's Website and no separate communication will be made to the individual applicant.
8. Canvassing in any form will disqualify the candidate and no correspondence shall be entertained.
9. **Termination:** If any situation arises to terminate the contract appointment, the Port reserves the right to terminate the contract appointment by giving one month's notice.
10. **The personnel engaged, is entitled for 12 casual leaves in a year.**
11. **No additional or other allowances will be admissible other than the consolidated remuneration (Rs.75,000/- p.m.) as specified.**
12. **Claim for permanent absorption:** The contract engagement shall not confer any right to lay claim to permanent absorption in the Port service against any post whatsoever.
13. VPA is not responsible for any printing error that might have inadvertently crept in.
14. Request for change of mailing address or e-mail address will not be entertained under any circumstances.
15. Court of jurisdiction for any dispute will be at Visakhapatnam only.
16. **Settlement of Disputes:** In the event of any dispute arising out of this contract, the interpretation and decision of the Chairman, VPA will be final and binding.

DECLARATION

I, the undersigned, hereby declare that the information furnished above is true and correct and I am not a disqualified person as per the provisions of the VPA Act, 1986 and I am not a person who is employed in any other service of the Government or any other public servant as defined in the VPA Act, 1986.

\_\_\_\_\_  
Date

8. He shall supervise the execution of works and is responsible for its timely completion with special attention to overall quality control, formulation of conditions of contract.
9. He is responsible for preparation of budget for the works.
10. He shall check and scrutinise the Estimates and Draft Tenders prepared by AE/AXEs as to their sufficiency.
11. He shall scrutinise the Drawings being submitted along with the Estimates and Tenders and suggest improvements for execution and maintenance point of view.
12. He will look after environmental matters related to Port and its projects.
13. He is responsible for conceptual plans of environmental related schemes and processing schemes.
14. His duties also involve preparation and scrutiny of Techno-Feasibility Report for environmental-related schemes.
15. He will submit Monthly/Quarterly Progress Reports of these Schemes.
16. He will assist Dy.CE/ CE to co-ordinate with any local authorities like MMC, MPDA, Coastal Zone Management Authority, SPCB / CPCB.
17. All proposals and recommendations for acceptance of Tenders, excess execution of quantities in a Tender, extras and substituted items in a tender, grant of extension of time shall be prepared and scrutinised before they are forwarded to SE/DCE/CE for approval.
18. He will undertake the field work for preliminary investigation, field survey and collection of information from different sources.
19. He is responsible for collection of data and follow-up action for all the works required in connection with Plan Review Meetings with the Chairman for various Plan and Non-Plan works.
20. He may also be posted to look after water supply, operation and maintenance of roads and buildings, Sewage Treatment Plant and any other works as entrusted by the Chief Engineer (HoD).

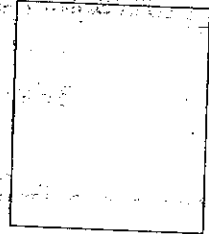
**ANNEXURE - I**

**DETAILS OF THE ENGAGEMENT ARE GIVEN BELOW:**

|    |   |  |
|----|---|--|
| 1. | Name of the position                              | EXECUTIVE ENGINEER (CIVIL)   |
| 2. | No. of positions                                  | 05   |
| 3. | Method of Recruitment                             | Contract basis   |
| 4. | Age limit   | Candidates should be below 62 years of age as on the date of Walk-in-interview   |
| 5. | Period of contract                                | For and initial period of one year, which can be extended by another year.   |
| 6. | Remuneration (per month)                          | Consolidated remuneration of 75,000/- p.m.<br>Retired officers / employees will be paid as per DoP&T OM.<br><b>No other allowance will be admissible.</b>  |
| 7. | Leave entitlement                                 | 12 Casual Leaves on pro-rata basis.  |
| 8. | Essential Educational Qualifications & experience | <p><b>Qualifications:</b> B.E. / B.Tech. (Civil) / DCE from the Recognized University or Board of Technical Education and Training, Govt. of Andhra Pradesh or any State Government.</p> <p><b>Experience:</b> Minimum 20 years executive experience in the field of Civil Engineering works. Incumbent should at least worked as Executive Engineer Cadre or its equivalent Cadre in any Govt. Sector at the time of retirement and must have on-hand Civil Engineering experience in execution of Port-related works. Preference will be given to the candidates who have experience in the Port Sector.</p>   |
| 9. | Roles and Responsibility                          | <ol style="list-style-type: none"> <li>1. He shall work under the administrative control of the Chief Engineer. (HoD) and shall report to DCE/SE.</li> <li>2. He shall deal with major capital works and shall assist DCE / SE.</li> <li>3. He will carry out qualitative and quantitative check of the execution / and supervision of works.</li> <li>4. He will assist CE/DCE/SE for conceptual planning or works, feasibility studies in collaboration with SE, evaluate various alternatives to select acceptable economic solution.</li> <li>5. He is associated with preliminary investigation of schemes and undertake all the necessary field work.</li> <li>6. He will prepare detailed estimate of schemes included in the budget and process the same for sanction.</li> <li>7. He will prepare tenders, invite competitive bids, scrutinize the same and process the same for acceptance.</li> </ol> |

## APPLICATION FORMAT

ANNEXURE-III



|   |   |  |                             |                 |             |         |               |                  |
|---|---|--|-----------------------------|-----------------|-------------|---------|---------------|------------------|
| 1.  | Name of the Post  |  |                             |                 |             |         |               |                  |
| 2.  | Notification No. and date   |  |                             |                 |             |         |               |                  |
| 3.  | Name of the candidate   |  |                             |                 |             |         |               |                  |
| 4.  | Date of Birth   |  |                             |                 |             |         |               |                  |
| 5.  | Date of Retirement<br>(enclose attested copy of proof)  |  |                             |                 |             |         |               |                  |
| 6.  | Nationality   |  |                             |                 |             |         |               |                  |
| 7.  | Qualification:<br>(Enclose attested copies of Certificates)   |  |                             |                 |             |         |               |                  |
|   | Sl. No.   | Qualification (with Discipline/ Branch)  | Name of College/ University | Year of passing | Distinction | Remarks |               |                  |
|   | (i)   |  |                             |                 |             |         |               |                  |
|   | (ii)  |  |                             |                 |             |         |               |                  |
|   | (iii)   |  |                             |                 |             |         |               |                  |
|   | (iv)  |  |                             |                 |             |         |               |                  |
| <p><b>NOTE:</b> In case of CGPA etc. system of grading, the candidate shall convert the CGPA etc., grading into equivalent percentage of marks and indicate in the above prescribed column accurately. Indicating wrong percentage will disqualify the candidature.</p> |   |  |                             |                 |             |         |               |                  |
| 8.  | Experience in earlier posts held in the Chronological order as in below table (Enclose copies of proof) |  |                             |                 |             |         |               |                  |
|   | Sl. No.   | Name of the Organisation with TAN Number | Post held                   | Scale of Pay    | From        | To      | Total service | Nature of Duties |
|   | (i)   |  |                             |                 |             |         |               |                  |
|   | (ii)  |  |                             |                 |             |         |               |                  |
|   | (iii)   |  |                             |                 |             |         |               |                  |
| 9.  | Permanent Address   |  |                             |                 |             |         |               |                  |
| 10.   | Address for communication with e-mail address and Telephone No.   |  |                             |                 |             |         |               |                  |
| 11.   | Any other points, applicant wish to submit  |  |                             |                 |             |         |               |                  |

### DECLARATION

I, Shri/ Smt. \_\_\_\_\_ (name of the applicant) hereby declare that the information furnished above is true and correct. In case, any information is found incorrect/false, I myself render liable for disqualification to the post applied for, apart from the necessary action as deemed fit by VPA.

Place:

Date:

Signature of the Candidate