

MORMUGAO PORT AUHTORITY
GENERAL ADMINISTRATION DEPARTMENT

NOTICE FOR CONTRACTUAL ENGAGEMENT

Applications, complete in all respects, are invited from eligible candidates for engagement on contract basis as **Professional Functionaries** under **Business Development & Trade Promotion** in Traffic Department of the Mormugao Port Authority, Headland Sada, Goa. The other details are given hereunder:-

MANAGER (BD & TP) (ON CONTRACT)

2.	No. of engagement	:	01 (ONE) (UR)
3.	Consolidated Monthly Remuneration	:	Rs 1,20,000/-
4.	Age Limit	:	40 years
5	Essential Educational Qualification & Experience	:	Any recognized Degree with Post Graduate Degree / MBA / Equivalent qualification from a recognized National / International University Experience : 5 years work experience in the area of Business Development and trade Promotion in a service sector / public sector / private sector entity.
	Desirable Educational Qualification & Experience	:	Professional qualifications from institute of Chartered Ship brokers or institute of Chartered logistics and transport (member, fellow or associate of the institute obtained after passing prescribed examinations, Not honorary membership). Experience in Port Shipping Sector
6.	Role & Responsibilities:-	:	- Develop and maintain an effective promotional program that fosters positive working relationships with current customers and attracts new business to the Port. - Research, plan and execute marketing strategies in support of the achievement of the Port's Corporate objectives.

General Conditions:

Candidates fulfilling the above mentioned eligibility criteria may send their application giving complete details in the prescribed format along with self attested copies of all relevant Certificates with 02 recent color passport size photographs pasted on the top right corner of the application, and by superscribing "Application for contractual engagement as **Manager (BD & TP) (on contract)** " on the envelope as well on the application so as to reach to this office on the below mentioned address **on or before 17/02/2026**. Candidates applying for multiple contractual engagement must submit separate application for each engagement.

**Office of the Secretary,
General Administration Department,
Mormugao Port Authority,
"SAARASI", 3rd Floor, Administrative Office Building,
Headland Sada, Goa – 403 804.**

The crucial date for determining eligibility criteria viz. educational qualification, experience, age etc. shall be as on the first day of the month in which the engagements is notified/advertised, i.e. 01.01.2026.

Mere fulfillment of eligibility criteria will not confer any right upon the candidate for selection. Management reserves the right to cancel the selection process without any reference to the candidate. Late or incomplete applications will be summarily rejected. Applications not supported with any of the requisite certificates shall be liable for rejection. Selected candidates will not have any claim for regular appointment.

The selection will be through written examination or/and interview, on the basis of number of applications received. In case of written examination and interview, the weightage of marks will be 85% for written examination & 15 % for interview.

The other terms and conditions are also attached herewith

Sd/-

(M. SANKAR BABU)
SECRETARY

Enclosures:

- 1) Prescribed Format
- 2) Terms & conditions for contract engagements

APPLICATION FORMAT

Affix recent colour
Passport size
Photograph

POST APPLIED FOR: **MANAGER (BD &TP)(ON CONTRACT)**

BIO-DATA

1. Full Name : _____

2. Mailing address : _____

_____ Pin _____

3. Contact Numbers: : Landline: _____ Mobile : _____

: email: _____

4. Date of Birth : _____

5. Gender : _____

6. Religion : _____ 7. Nationality: _____

8. Category (Gen/SC/ST/OBC/PwBDS-category): _____

9. ACADEMIC & PROFESSIONAL QUALIFICATIONS:

Sr. No.	Qualifications	University / Institution	Year of passing

10. WORKING EXPERIENCE:

Sr. No.	Name of the Organisation	Post Held	Period of service		Years of service		Nature of duties performed
			From	To	Yrs	Mths	

Declaration

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

Signature of Candidate

Place:

Date:

Note: 1. Additional information, if any, may be provided in the additional sheets.
2. Self attested copies of all the testimonials/documents should be enclosed to the application.

MORMUGAO PORT AUTHORITY
GENERAL ADMINISTRATION DEPARTMENT

Terms & Conditions of Contract Engagement

1. Duration - The tenure of contract is for a period of 3 years from the date of joining, which may be extended by another 2 years based on the performance of the candidate/necessity of engagement.
2. Emoluments - Manager (BD & TP) (on contract) : Rs. 1,20,000/-
(The above amount will be Subject to a maximum of 5% annual increment. The candidate will not receive any other allowance and/or DA.)
3. The candidate will be allowed to avail weekly day off, closed holidays, national holidays & Casual Leave as applicable to regular officers with prior permission of reporting HoD. Failure to report for duty will entail deduction of wages on pro-rata basis.
4. Working days/hours would be on par with regular employee/officer. This includes overstayal beyond normal working hours in case of exigencies.
5. The candidate should not leave the headquarters without prior permission.
6. The Port reserves the right to terminate the contract at any time on the ground of Misconduct or otherwise, without any notice.
7. The candidate has to give 3 months advance notice prior to leaving the contract engagement. If the candidate leaves without notice, or without acceptance of notice of termination, the amount due, i.e. consolidated pay payable will be forfeited.
8. The engagement is purely on contract basis and will not confer any right to claim regular appointment, etc.
9. The candidate cannot claim any right/title/interest at par with the regular employees of the Port on similar or any other post doing similar work or otherwise.
10. The candidate will be entitled for medical treatment in the Port hospital to the extent the facilities are available in-house, for self only. No medical claims for treatment in any other hospital/facility will be entertained.
11. The candidate may be provided with residential quarters on Port as per availability, upon mutual agreement, and on payment of user charges as applicable to regular employees/officers.

12. The contractual appointment will be subject to verification of antecedents by the Police. If any adverse report is received from the Police, the candidate services are liable to be terminated.
13. The candidate will not be permitted to take any other assignment during the period of contract with the Port.
14. On official tour outside the headquarter, the entitlement to TA/DA will be as per **Annexure I.**
15. The contractual appointment will be subject to the candidate being found medically fit, as per the requirements of the Port.
16. The candidate shall maintain absolute integrity and devotion to duty and shall be liable for penal action for misconduct or causing loss to Port property attributable to the candidate during the period of contractual engagement.
17. The candidate will be governed by the Official Secrets Act, 1923, as amended from time to time and will not disclose any information/data available during their engagement to any unauthorized person(s).

TA entitlement for Professional functionaries while on official tour**By Air/ Rail**

Economy Class by Air or AC-II by Train

- * Mileage points earned by air travel should not be used for private purpose.

By Road

- Places connected by rail - Fare limited to train fare by entitled class.
- Not connected by rail — Taxi /own car/any bus including AC bus
- Rates for Road Mileage

The road mileage may be calculated at the following rates:

For journey performed by own car/ taxi	Rs. 24.00 per km
For journey performed by Auto Rickshaw/Scooters	Rs. 12.00 per km

Daily Allowance

Pay Scales (Rs)	Daily Allowance
Manager (BD & TP) (on contract)	Reimbursement for Hotel accommodation/ guest house upto Rs.2250 + GST per day, reimbursement of Non-AC taxi fare upto Rs.338 per diem for travel within the city and reimbursement of food bills not exceeding Rs. 900 + GST per day.

Reimbursement of Food Charges:

- There will be no separate reimbursement of food bills. Instead, the lumpsum amount payable as above and, depending on the length of absence from headquarters, will be regulated as per the table given below. Since the concept of reimbursement has been done away with, no vouchers will be required.

Length of absence	Amount payable
If absence from HQ is < 6 hours	30% of lumpsum amount
If absence from HQ is between 6 hours to 12 hours	70% of lumpsum amount
If absence from HQ is > 12 hours	100% of lumpsum amount

Absence from HQ will be reckoned from midnight to midnight and will be calculated on a per day basis.

MORMUGAO PORT AUTHORITY
GENERAL ADMINISTRATION DEPARTMENT

NOTICE FOR CONTRACTUAL ENGAGEMENT

Applications, complete in all respects, are invited from eligible candidates for engaging Head Cook (Female) on contract basis in the Mormugao Port Authority, Headland Sada, Goa. The other details are given hereunder:-

HEAD COOK (FEMALE) (ON CONTRACT)

1.	No. of Engagement	:	01 (ONE)
2.	Consolidated Monthly Remuneration	:	Rs. 25,000/-
3.	Age Limit	:	40 years
4	Experience	:	1. Three years' experience in a catering establishment or in any Govt., or Commercial Undertakings/ Guest House/Canteens etc.

Experience Condition will be relaxed in case of deserving Candidates.

General Conditions:

General Conditions:

Candidates fulfilling the above mentioned eligibility criteria may send their application giving complete details in the prescribed format along with self attested copies of all relevant Certificates with 02 recent color passport size photographs pasted on the top right corner of the application, and by superscribing "Application for contractual engagement as **Head Cook (Female) (on contract)**" on the envelope as well on the application so as to reach to this office on the below mentioned address **on or before 17/02/2026**. Candidates applying for multiple contractual engagement must submit separate application for each engagement.

**Office of the Secretary,
General Administration Department,
Mormugao Port Authority,
"SAARASI", 3rd Floor, Administrative Office Building,
Headland Sada, Goa – 403 804.**

The crucial date for determining eligibility criteria shall be as on the first day of the month in which the engagements is notified/advertised, i.e. 01.01.2026.

Mere fulfillment of eligibility criteria will not confer any right upon the candidate for selection. Management reserves the right to cancel the selection process without any reference to the candidate. Late or incomplete applications will be summarily rejected. Applications not supported with any of the requisite certificates shall be liable for rejection. Selected candidates will not have any claim for regular appointment.

The other terms and conditions are also attached herewith

(M. SANKAR BABU)
SECRETARY

Enclosures:

- 1) Prescribed Format
- 2) Terms & conditions for contract engagements

APPLICATION FORMAT

Affix recent colour
Passport size
Photograph

POST APPLIED FOR: **HEAD COOK (FEMALE) (ON CONTRACT)**

BIO-DATA

1. Full Name : _____

2. Mailing address : _____

Pin _____

3. Contact Numbers : Landline: _____ Mobile : _____

: email: _____

4. Date of Birth : _____

5. Gender : _____

6. Religion : _____ 7. Nationality: _____

8. Category (Gen/SC/ST/OBC/PwBDS-category): _____

9. ACADEMIC & PROFESSIONAL QUALIFICATIONS:

Sr. No.	Qualifications	University / Institution	Year of passing

10. WORKING EXPERIENCE:

Sr. No.	Name of the Organisation	Post Held	Period of service		Years of service		Nature of duties performed
			From	To	Yrs	Mths	

Declaration

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

Signature of Candidate

Place:

Date:

Note: 1. Additional information, if any, may be provided in the additional sheets.
2. Self attested copies of all the testimonials/documents should be enclosed to the application.

MORMUGAO PORT AUTHORITY
GENERAL ADMINISTRATION DEPARTMENT

TERMS & CONDITIONS
FOR ENGAGEMENT OF HEAD COOK(FEMALE) ON CONTRACT BASIS
IN THE MORMUGAO PORT AUTHORITY

1. **SCOPE OF WORK:** The scope of work includes cooking of Veg/Non-Veg items preferably of North Indian, South Indian etc. She has to take care of clearing of cooking vessels, utensils, kitchen platform, stove etc.
2. **TENURE OF TEMPORARY ENGAGEMENT:**
The tenure of the contract shall be initially for a period of eleven months. The contract is renewable, at the discretion of the Secretary.
3. **WORKING HOURS:**
 - a. She shall work in this Port Authority in accordance with the instructions/directives of the Competent Authority and shall follow the prescribed working timings of the Port Administration as may be decided by Competent Authority. She will have to work on shifts, if required by the Administration, and her duty hours shall be, as may be fixed from time to time, by Competent Authority. The working hours will be decided by the Competent Authority.
 - b. She shall be liable to be posted and shifted wherever the administration considers necessary.
 - c. She shall be under the administrative control of the Secretary.
4. **CONSOLIDATED REMUNERATION:**
She shall be paid a consolidated remuneration of Rs. 25,000/- per month from the date he/she takes over charge of the said assignment.
5. **LEAVE FACILITIES:**
She will be permitted to avail Casual Leave on pro-rata basis @ of 1.25 day for each completed calendar month of temporary engagement. CL will be sanctioned by the Sectional Head. No other kind of leave shall be admissible.
6. **REMUNERATION FOR EXTRA WORKING HOURS:**
She will be compensated for extra working hours at the rates proportionally applicable to her contractual assigned post as under:
 - i. Night Weightage (for working in night shift: Rs. 125/- per night.
 - ii. For extra working hours: Rs.120/- per hour.

7. **MEDICAL FACILITIES:**

She shall be entitled to free medical treatment in the Mormugao Port Authority Hospital during her temporary engagement period to the extent the facilities are available in house for self only.

8. **PORT ACCOMMODATION:**

She shall be provided unfurnished Port accommodation/dormitory/Type 'A Qtrs (on request) upon recovery of necessary licence fees as applicable from time to time and she should immediately vacate the port quarter on expiry of the contract, without any notice. In the event of overstay in Port quarter she will be liable to pay double the standard rent/penal rent.

9. **TRANSPORT CHARGES :**

She should make her own conveyance to visit place of posting. She shall not be provided with any transport nor transport charges for attending the assignment either on her visiting days or beyond visiting hours.

10. **TERMINATION OF THE TEMPORARY ENGAGEMENT:**

Either side can terminate the temporary engagement by giving one month notice or payment in lieu thereof during the subsistence of the temporary engagement.

11. **CLAIM FOR REGULARISATION OF TEMPORARY ENGAGEMENT:**

The temporary engagement shall not confer on her any right or claim for regularization in the Port services against any vacant post whatsoever.

12. **OTHER SERVICE BENEFITS:**

She shall not be entitled to any other service benefits as applicable to other regular employees of the Port other than those mentioned above.

13. **SETTLEMENT OF DISPUTES:**

In the event of any disputes, arising out of this temporary engagement, the interpretation and decision of the Dy. Chairperson of the Mormugao Port Authority, will be final and binding.

MORMUGAO PORT AUTHORITY
GENERAL ADMINISTRATION DEPARTMENT

NOTICE FOR CONTRACTUAL ENGAGEMENT

Applications, complete in all respects, are invited from eligible candidates for engagement as General Duty Doctor on contract basis in Medical Department of the Mormugao Port Authority, Headland Sada, Goa. The other details are given hereunder:-

GENERAL DUTY DOCTOR (ON CONTRACT)

1.	No. of Engagement	:	01 (ONE) (UR)
2.	Consolidated Monthly Remuneration	:	Rs. 75,000/-
3.	Age Limit	:	35 years
4	Essential Educational Qualification & Experience	:	<u>Essential</u> : MBBS degree from a recognized University <u>Experience</u> :- One year experience in hospital, after completion of internship of one year
5	Desirable	:	A Post Graduate Medical Degree from a recognized University.

General Conditions:

Candidates fulfilling the above mentioned eligibility criteria may send their application giving complete details in the prescribed format along with self attested copies of all relevant Certificates with 02 recent color passport size photographs pasted on the top right corner of the application, and by superscribing “Application for contractual engagement as **General Duty Doctor (on contract)**” on the envelope as well on the application so as to reach to this office on the below mentioned address **on or before 17/02/2026**.

**Office of the Secretary,
General Administration Department,
Mormugao Port Authority,
“SAARASI”, 3rd Floor, Administrative Office Building,
Headland Sada, Goa – 403 804.**

The crucial date for determining eligibility criteria viz. educational qualification, experience, age etc. shall be as on the first day of the month in which the engagements is notified/advertised, i.e. 01.01.2026.

Mere fulfillment of eligibility criteria will not confer any right upon the candidate for selection. Management reserves the right to cancel the selection process without any reference to the candidate. Late or incomplete applications will be summarily rejected. Applications not supported with any of the requisite certificates shall be liable for rejection. Selected candidates will not have any claim for regular appointment.

The selection will be through written examination or/and interview, on the basis of number of applications received. In case of written examination and interview, the weightage of marks will be 85% for written examination & 15 % for interview.

The other terms and conditions are also attached herewith

(M. SANKAR BABU)
SECRETARY

Enclosures:

- 1) Prescribed Format
- 2) Terms & conditions for contract engagements

APPLICATION FORMAT

Affix recent colour
Passport size
Photograph

POST APPLIED FOR: **GENERAL DUTY DOCTOR (ON CONTRACT)**

BIO-DATA

1. Full Name : _____
2. Mailing address : _____

_____ Pin _____
3. Contact Numbers : Landline: _____ Mobile : _____
: email: _____
4. Date of Birth : _____
5. Gender : _____
6. Religion : _____ 7. Nationality: _____
8. Category (Gen/SC/ST/OBC/PwBDS-category): _____
- 9. ACADEMIC & PROFESSIONAL QUALIFICATIONS:**

Sr. No.	Qualifications	University / Institution	Year of passing
	• Medical Council Registration No _____ • Issuing Authority _____ - Valid Upto _____		

10. WORKING EXPERIENCE:

Sr. No.	Name of the Organisation	Post Held	Period of service		Years of service	
			From	To	Yrs	Mths

Declaration

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

Signature of Candidate

Place:

Date:

Note: 1. Additional information, if any, may be provided in the additional sheets.
2. Self attested copies of all the testimonials/documents should be enclosed to the application.

MORMUGAO PORT AUTHORITY
GENERAL ADMINISTRATION DEPARTMENT

TERMS & CONDITIONS
FOR ENGAGEMENT OF GENERAL DUTY DOCTORS ON CONTRACT BASIS
IN MPA HOSPITAL

1. TENURE OF OUTSOURCING:

The tenure of the contract shall be initially for a period of eleven months. The contract is renewable, at the discretion of the Chairperson.

2. WORKING TIMINGS:

- a. The candidate shall work in the Medical Department of this Port Authority in accordance with the instructions/directives of the Chief Medical Officer and shall follow the prescribed working timings of the said department.
- b. The Candidate will have to work on shifts and his/her contractual working hours shall be, as may be fixed from time to time, by Chief Medical Officer.
- c. No remuneration shall be given for additional calls even in case he/she attends to any emergency calls at MPA Hospital.
- d. Weekly rest – the candidate Shall be given a weekly off. However, if required to work on weekly off day, he/she will be compensated with day's payment.
- e. The candidate shall be under the administrative control of the Chief Medical Officer of the Mormugao Port Authority and shall act under his supervision.

3. LEAVE FACILITIES:

The candidate will be permitted to avail 15 days Casual Leave in the calendar year on pro-rata basis @ of 1.25 day for each completed calendar month of contract assignment. CL will be sanctioned by Chief Medical Officer. No other kinds of leave shall be admissible..

4. MEDICAL FACILITIES :

The candidate shall be entitled to free medical treatment in the Mormugao Port Authority Hospital during his/her contract period to the extent the facilities are available in house for self only.

5. PORT ACCOMMODATION:

Subject to availability, she shall be provided unfurnished Port accommodation, rent for which will be charged at the rate applicable from time to time to Port employees and that in the event of overstay in Port quarter, she will be liable to pay double the standard rent/penal rent.

6. **TERMINATION OF THE CONTRACT:**

The contract can be terminated by giving one month's notice on either side during the subsistence of the contract period.

7. **CLAIM FOR REGULARISATION**

The contract shall not confer on the candidate any right or claim for regularization in the Port services against any vacant post whatsoever.

8. **OTHER SERVICE BENEFITS:**

The candidate shall not be entitled to any other service benefits as applicable to other regular employees of the Port other than those mentioned above.

9. **SETTLEMENT OF DISPUTES:**

In the event of any disputes, arising out of this contract, the interpretation and decision of the Chairman of the Mormugao Port Authority, will be final and binding.

10. **REMITTANCE OF PAYMENT:**

The monthly payment will be remitted to the candidate Bank Account on receipt of monthly attendance sheet duly countersigned by Chief Medical Officer/MPA. The candidate shall have to give the Bank details accordingly.

11. **INCOME TAX:**

Income tax deductions will be made as per the income tax provisions

12. **SERVICE TAX:**

The remuneration proposed is exclusive of GST.

The General Duty Doctors (on contract) may send their application in prescribed format duly filled and alongwith self-certified copies of SSC, HSSC, Degree marksheets/certificates, Registration certificate issued by Medical Council, experience certificate, Birth Certificate etc. to reach **on or before 17.02.2026** The eligible candidates will be called for Oral Interview on a later date.

MORMUGAO PORT AUTHORITY
GENERAL ADMINISTRATION DEPARTMENT

NOTICE FOR CONTRACTUAL ENGAGEMENT

Applications, complete in all respects, are invited from eligible candidates for the following contractual engagements in the Mormugao Port Authority, Headland Sada, Goa. The other details are given hereunder:-

I. SENIOR ENVIRONMENTAL MANAGER (ON CONTRACT)

1.	No. of Engagement	:	01 (ONE) (UR)
2.	Consolidated Monthly Remuneration	:	Rs. 91,000/-
3.	Age Limit	:	50 years
4.	Essential Educational Qualification & Experience	:	Essential: MSc. in Environmental Science or ME / M. Tech in Environmental Engineering from a recognized University Experience:- 07 years Minimum
5.	Role & Responsibilities:-	:	❖ Ensure compliance with all Environmental Clearance (EC) and Consent to Establish / Operate (CTE/CTO) conditions, including timely renewals and applications. ❖ Attend TAC and Board meetings of GSPCB and prepare necessary environmental presentations and documentation. ❖ Maintain records and submit monthly, six-monthly, and annual environmental reports to the concerned authorities. ❖ Monitor test reports, air quality, and implement effective pollution control measures to ensure environmental standards are met. ❖ Coordinate with GSPCB, CRZ authorities, Municipality, and other agencies on environmental matters and compliance activities. ❖ Handle issues raised by NGOs, public, and other stakeholders, and provide advice to the Port on environmental management. ❖ Manage solid and hazardous waste disposal, ensure implementation of Harit Sagar guidelines, and perform other environment-related tasks as assigned.

II. JUNIOR ENVIRONMENTAL MANAGER (ON CONTRACT)

1.	No. of Engagement	:	01 (ONE) (UR)
2.	Consolidated Monthly Remuneration	:	Rs. 76,000/-
3.	Age Limit	:	40 years
4.	Essential Educational Qualification & Experience	:	Essential: BSc. in Environmental Science or BE / B. Tech in Environmental Engineering from a recognized University Experience: 03 years Minimum
5.	Role & Responsibilities:-	:	❖ Ensure compliance with all Environmental Clearance (EC) and Consent to Establish / Operate (CTE/CTO) conditions, including timely renewals and applications. ❖ Attend TAC and Board meetings of GSPCB and prepare necessary environmental presentations and documentation. ❖ Maintain records and submit monthly, six-monthly, and annual environmental reports to the concerned authorities. ❖ Monitor test reports, air quality, and implement effective pollution control measures to ensure environmental standards are met. ❖ Coordinate with GSPCB, CRZ authorities, Municipality, and other agencies on environmental matters and compliance activities. ❖ Handle issues raised by NGOs, public, and other stakeholders, and provide advice to the Port on environmental management. ❖ Manage solid and hazardous waste disposal, ensure implementation of Harit Sagar guidelines, and perform other environment-related tasks as assigned.

General Conditions:

Candidates fulfilling the above mentioned eligibility criteria may send their application giving complete details in the prescribed format along with self attested copies of all relevant Certificates with 02 recent color passport size photographs pasted on the top right corner of the application, and by superscribing "Application for contractual engagement as **Senior Environmental Manager (on contract) / Junior Environmental Manager (on contract)**" on the envelope as well on the application so as to reach to this office on the below mentioned address **on or before 17/02/2026**. Candidates applying for multiple contractual engagement must submit separate application for each engagement.

**Office of the Secretary,
General Administration Department,
Mormugao Port Authority,
"SAARASI", 3rd Floor, Administrative Office Building,
Headland Sada, Goa – 403 804.**

The crucial date for determining eligibility criteria viz. educational qualification, experience, age etc. shall be as on the first day of the month in which the engagements is notified/advertised, i.e. 01.01.2026.

Mere fulfillment of eligibility criteria will not confer any right upon the candidate for selection. Management reserves the right to cancel the selection process without any reference to the candidate. Late or incomplete applications will be summarily rejected. Applications not supported with any of the requisite certificates shall be liable for rejection. Selected candidates will not have any claim for regular appointment.

The selection will be through written examination or/and interview, on the basis of number of applications received. In case of written examination and interview, the weightage of marks will be 85% for written examination & 15 % for interview.

The other terms and conditions are also attached herewith

Sd/-

**(M. SANKAR BABU)
SECRETARY**

Enclosures:

- 1) Prescribed Format
- 2) Terms & conditions for contract engagements

APPLICATION FORMAT

Affix recent colour
Passport size
Photograph

POST APPLIED FOR: _____

BIO-DATA

1. Full Name : _____

2. Mailing address : _____

_____ Pin _____

3. Contact Numbers: : Landline: _____ Mobile : _____

: email: _____

4. Date of Birth : _____

5. Gender : _____

6 Religion : _____ 7. Nationality: _____

8. Category (Gen/SC/ST/OBC/PwBDS-category): _____

9. ACADEMIC & PROFESSIONAL QUALIFICATIONS:

Sr. No.	Qualifications	University / Institution	Year of passing

10. WORKING EXPERIENCE:

Sr. No.	Name of the Organisation	Post Held	Period of service		Years of service		Nature of duties performed
			From	To	Yrs	Mths	

Declaration

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

Signature of Candidate

Place:

Date:

Note: 1. Additional information, if any, may be provided in the additional sheets.
2. Self attested copies of all the testimonials/documents should be enclosed to the application.

MORMUGAO PORT AUTHORITY
GENERAL ADMINISTRATION DEPARTMENT

Terms and Conditions for Engagements on contract.

1. The contractual engagement will be for a period of three (3) years and on expiry of the said period, the contractual engagement will be automatically terminated. However, on expiry of the contract Mormugao Port Authority (MPA) reserves the right to enter into fresh contract for such period and on such terms as may be mutually agreed upon.
2. The candidate shall be paid a consolidated salary as specified in the Notice for contractual engagement from the date he/she takes over charge of the contractual assignment.
3. Any update, corrigendum etc. of this advertisement and changes in the recruitment process will be hoisted in the Port's website only. Hence, candidates are requested to keep in regular watch to this Port's website and no separate communication will be made to the individual applicant.
4. Canvassing in any form will disqualify the candidate and no correspondence shall be entertained.
5. Leave facilities: The candidates selected will be permitted to avail Casual Leave at the rate of 1.25 days for each completed calendar month of contract service. No provision exists either for encashment of the non-availed portion of the Casual Leave or for carrying forward the said leave to the next calendar year or future contract assignment if any. No other kinds of leave shall be admissible.
6. Medical Facility: The selected candidates shall be entitled to free medical treatment in MPA hospital for self only to the extent the facilities available in the Port Hospital.
7. Accommodation: Port accommodation will be provided subject to availability at prevailing rent and other charges, which will be deducted from the consolidated pay. In addition, allied charges such as water charges & Electricity charges shall have to be borne by occupant, at actuals.
8. Working Hours: The duration of working hours will be as per office hours with weekly offs.

9. Claim of permanent absorption: The contract engagement shall not confer on him/her any right to lay claim to permanent absorption in the Port service against any post whatsoever.
10. The Contract engagement can be terminated by either side by giving one months' notice during the currency of the Contract.
11. Settlement of Dispute: Any dispute arising out of this contract, the interpretation and decision of Chairperson, MPA will be final.
12. The candidate shall have good health condition.
13. Income tax deductions will be made as per the Income tax provisions.
14. The candidate shall report to concerned HoDs or any person authorized by the concerned Authority/Competent Authority.

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