

भारत सरकार
पोत परिवहन मंत्रालय
दीपस्तम्भ और दीपपोत निदेशालय
दीपभवन, 44-भगत सिंह मार्ग



Govt. of India
Ministry of Shipping
Dte. of Lighthouses & Lightships
Deep Bhavan, 44-B.S.Road
Port Blair-744101
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Detailed Advertisement Notice for Engagement of Technical Officer, Field Assistants and Attendant on Short Term Contractual Basis.

For and behalf of the President of India, Director of Lighthouses and Lightships, Port Blair invites applications for the post of Technical Officer, Field Assistant and Attendant from eligible Indian nationals on short term contractual basis. Applications completed in all respects along with required enclosures should be sent by Speed Post or Registered Post to “**THE DIRECTOR, DIRECTORATE OF LIGHTHOUSE & LIGHTSHIPS, ‘DEEP BHAVAN’, 44 B.S. ROAD, PORTBLAIR-744101**” and should reach the office of Director latest by 30th December 2015. No application will be accepted after the due date and no further communication will be entertained in this regard. The remuneration and number of vacancies against each post are shown below:-

Sl. No	Name of the Out sourced post	Consolidated Remuneration (for Retired Government Servants)	Consolidated Remuneration for others including ESM	No. of Vacancies
1.	Technical Officer	Fee+ Pension +Dearness Pension should not exceed the last pay drawn +dearness pay subject to maximum of ₹.40000/-	₹35000/-	01
2.	Field Assistant	Fee+ Pension +Dearness Pension should not exceed the last pay drawn +dearness pay subject to maximum of ₹.20000/-	₹20000/-	05
3.	Attendant	Fee+ Pension +Dearness Pension should not exceed the last pay drawn +dearness pay subject to maximum of ₹.15000/-	₹15000/-	01

ELIGIBILITY:-

a) **AGE LIMIT:-** The lower and upper age limit indicated will be reckoned as on 01.12.2015. The age limit for fresh candidates to be outsourced shall be between 18 to 40 years and maximum age limit for retired government officials shall be 65 years.

b) EDUCATIONAL QUALIFICATION & EXPERIENCE:-

1) Technical officer:

Retired departmental Technical officers with atleast 5 years of service in group ‘A’ post in grade pay of ₹ 5400/-

or

Retired govt. technical officers with atleast 5 years of service in group ‘A’ post in grade pay of ₹ 5400/- and 5 years experience in required field domain

or

Fresh candidates having degree in Telecommunication/Electronics Engineering/ Electronic and communication engineering from a recognized university or equivalent and 5 years experience in required field domain.

2) Field Assistants:

Retired departmental Technical officials(i.e Technicians, JEs, Navigational Assistant Gr. III/ Gr. II/ Gr. I, Sr. Radio Technicians, Radio Technicians etc.) with atleast 2 years of service in grade pay of ₹ 2400/- & above.

or

Retired Govt. Technical personnels with atleast 2 years of service in the field of Electronics and communications, grade pay of ₹2400/- and above.

or

Fresh candidates having Diploma in Electronics or communication or Electronics and Communication or Electrical and Electronics from an institution recognized by Central Government or State Government.

3) Attendant:

Retired departmental Lighthouse Attendants.

or

Retired government employees with grade pay of ₹1800/- and above

or

Fresh candidate having Matriculation or equivalent pass or ITI pass in the trade of Electrician or Electronics Mechanic or Radio and Television Mechanic recognized by National Council of Vocational Training or State Council Vocational Training.

Note: Mere possessing of minimum qualification does not entitle a candidate to be called for interview.

PERIOD OF ENGAGEMENT:-The maximum period of engagement of all categories of persons shall not exceed 5 years in any case. The initial term of appointment shall be for a period of one year and subsequent extension(s), if any, shall be decided on case basis depending upon the specific job requirement.

PLACE OF POSTING:- The selected candidate/candidates is/are likely to be posted Port Blair for post Sl. No. 1 and at Static Sensor installations located at lighthouses in East Island/Little Andaman/ Car Nicobar for posts in Sl. No. 2 & 3 in Andaman & Nicobar Islands.

DUTIES AND RESPONSIBILITIES OF EACH CATEGORY OF OUTSOURCED EMPLOYEES:-

a) Technical Officer:-

1. To be responsible to the Director for satisfactory and efficient operation, maintenance and administration of stations under his jurisdiction through effective planning.
2. To be responsible for proper upkeep of all inventory, records and technical manual of equipment of Static Sensors in all stations under their jurisdiction.
3. To initiate timely action for payment/**recoument** of expenditure incurred by the Directorate on account of additional manpower, security services, HSD/Electricity Charges etc.
4. Liaison with District Head Quarters of Indian Coast Guard/BEL/State Electricity Boards/ Director for efficient operation of Static Sensors.
5. Preparation of tender documents for deployment of outsourced additional manpower at Static Sensors station and deployment of security personnel (Preferably ex-servicemen).
6. Inspection of Static Sensor stations for proper operation and to assess the security scenario.
7. Preparation of estimates and restoration of mains supply in case of defect/failure.
8. To be responsible for scrutiny of various periodical returns and breakdown reports and remedial measures thereof.
9. To be responsible for regular updating of all the technical data at the stations under their control.
10. To be responsible for continuous upgradation of technical knowledge and overall development of staff under his jurisdiction.

b) Fields Assistants:-

1. To perform operational watch keeping duties during night/day.
2. To assist the Assistant Engineer (Electronics)/ Senior Radio Technician/Head Light keeper (Senior Scale)/ Navigational Assistant/ touring technician in the maintenance of various equipments installed at the station.
3. To carryout routine maintenance of Static Sensor equipments installed at the station.
4. To ensure proper accounting of equipment, machineries and stores in the Lighthouse.
5. To assist the station in-charge for the prompt promulgation of Notice to Mariners as per the laid down procedure in case of any interruption/ failure of the navigational aids.
6. Any other work entrusted by the Station in- charge.

c) Attendants:-

1. To clean the equipments of static sensors installed in service room, battery room, M.G. room and the Diesel room, Power house, oil and generator store room, service room and lantern room.
2. To climb the aerial mast of the station as and when required for replacement of mast obstruction lamps etc.
3. To attend to tapal duties, booking and clearing of parcels, transportation of oil, stores, topping up of diesel tanks, washing of lantern curtains, generator covers, optic covers, inspection quarters linen, etc.
4. To assist the navigational assistants in operation and maintenance of Lighthouse.
5. To attend to the provision of water facilities to the inspection quarters, watering of plants as well as gardening in the station premises.
6. Any other work entrusted by the station incharge.

GENERAL CONDITIONS:-

1. Professionals with requisite qualifications and experience as prescribed would be engaged though outsourcing. Retired government employees with relevant experience would also be eligible for selection. The maximum continuous engagement for a person would be 5 years.
2. The appointment of outsourced staff would be on full-time basis and they would not be permitted to take up any other assignment during the period of engagement with any other organization.
3. The appointment of outsourced staff is of a temporary (non-official) nature and the appointment can be cancelled at any time by the Director without assigning any reason.
4. **Drawal of Pension:-** A retired Government official appointed on outsourced basis in any of the above categories shall continue to draw pension and the dearness relief on pension during the period of his engagement. His/her engagement shall not be considered as a case of re-employment.
5. **Allowance:-**The outsourced staff shall not be entitled to any allowance such as Dearness Allowance, Residential Telephone, Transport Facility, Residential Accommodation, Personal Staff, CGHS, Medical Reimbursement etc.
6. **Leave:** Outsourced staff shall be eligible for 12 days leave in a calendar year on pro-rata basis. He/she shall not draw any remuneration in case of his/her absence beyond 12 days in a year (calculated on a pro- rata basis), Also,unavailed leave in a calendar year cannot be carried forward to next calendar year. The Director would be free to terminate the services in case of absence of a outsourced staff by more than 15 days beyond the entitled leave in a calendar year.
7. **TA/DA:** No TA/DA shall be admissible for joining the assignment or on its completion.

HOW TO APPLY:-

1. The application format (as given in Annexure-1) should be filled in by the candidate in his/her own handwriting with blue or black ball point pen (not in pencil, fountain pen or gel pen) dated and signed. Only international numerals i.e 1,2,3 etc. should be used. The application form should be filled in strictly observing all the instructions given in the detailed advertisement notice. The candidate should affix his/her normal signature in the application form. Candidate's name, address with Pin code, date of birth, father's name and nearest railway station should be written in English in bold capital letters. Application signed in capital/spaced-out letters will be treated as invalid
2. Photographs: One recent (not earlier than three months from the date of application) colour photographs of size 3.5cm x 3.5cm with clear visibility of face and a portion of shoulder should be pasted on application in the space provided. The background of the photograph with white or light colour is more preferable. The face should be at the centre of the photograph. The eyes shall be clearly visible in photograph. Photograph with cap/hat and photograph taken head covered with clothes (except which is related to religious vow) and with goggles, and photos with partial visibility of face are not accepted. Those, who are using spectacles for vision correction, should take the photo wearing the spectacles. Xerox copy of photograph is not permitted. The candidate should sign in the space provided in the box below photograph. Candidates may note that the Director may reject at any stage for pasting old/unclear photograph on the application or for any significant variations between photographs pasted in the application and the actual physical appearance of the candidate.
3. Applications not in prescribed format, submission of more than one application, illegible writing, incomplete, unsigned, signed in capital letters, without colour photograph of candidate are liable to be rejected.
4. The envelope containing the application should be clearly super scribed with "Application for the post of Technical Officer or Field Assistant or Attendant on Short Term Contractual Basis in Port Blair Directorate"

GENERAL INSTRUCTIONS:-

1. Before applying for the post, the candidate should ensure that he/she fulfills all the eligibility conditions as on the last date of submission of application.
2. No extra weightage will be given to candidates possessing higher qualification.
3. The candidates are required to sign in English or Hindi in the prescribed places provided in the application and other places should be identical. The signature must be in running hand and not in block capital or disjointed letters.
4. Candidates submitting more than one application for the post will be summarily rejected. Application for multiple posts will not be allowed.
5. Candidate should note that only the Date of Birth as recorded in the Matriculation/ Higher School Examination Certificate or an equivalent Certificate as on the date of submission of application will only be accepted.
6. The number of vacancies advertised in the national/regional newspaper is provisional and may increase or decrease depending upon the actual requirement of the administration. The administration also reserves the right to cancel the notified vacancies at the discretion of the competent authority and such decision will be final and binding on all.
7. Selected candidates are supposed to serve at any Lighthouse station including remote and Island locations and liable to the transferred anywhere in the region of Port Blair Directorate.

ENCLOSURES:

The following enclosures as applicable to individual candidate should be firmly stitched along with the application in the following order:-

1. Application form in prescribed format (as given in Annexure-1)
2. One copy of identical passport size coloured photograph firmly attached to the application (apart from one copy pasted on the form/online scanned).
3. Self-attested copy of Matriculation/High School Examination Certificate or an equivalent Certificate indicating date of Birth of the candidate.
4. Self-attested copy of educational and/or professional qualification (professional Degree or Diploma certificate) prescribed for the post.
5. Self-attested copy of Experience certificate.
6. Ex-servicemen candidate should submit self-attested Photostat copy of the discharge certificate. They should also enclose the appropriate certificate issued by the competent authority for the equivalence of their education/technical qualification.

INVALID APPLICATION:

Candidates are requested to read all the instructions thoroughly before sending their applications to the Director, Directorate of Lighthouses and Lightships, Port Blair. Their applications are likely to be rejected due to one or more of the following reasons:-

1. Application received before the date of publication of the advertisement and application received after the closing date.
2. Application not in the prescribed format.
3. Application without signature or signature done in capital letters.
4. Application, which are illegible and incomplete.
5. Copies of requisite certificate not enclosed alongwith the application.
6. Self attested certificate of date of birth i.e Matriculation/High School Exam or equivalent certificate.
7. Self attested educational and/ or professional certificate (Professional Degree/ Diploma Certificate) prescribed for the post.
8. Self attested copy of the mark list of all semesters/years.
9. Self attested copy of Discharge Certificate for Ex-Servicemen Candidate
10. Self attested copy of experience certificate.
11. Copy of retirement letter/PPO
12. Do not possess the prescribed qualification for the post on the date of application.
13. Over-aged or under-aged or Date of Birth filled in wrongly.
14. Double or multiple applications submitted.
15. Applications without colour photograph or photograph with cap, wearing goggles, disfigured, unrecognizable or scanned or xerox copy.
16. More than one application in single envelope.
17. Any other irregularities which are considered invalid.

SELECTION PROCESS:-

Applications received will be scrutinized and shortlisted. The shortlisted candidates will only considered for further recruitment process, i.e written/interview (as applicable).

MISCELLANEOUS:-

1. The Director of Lighthouse & Lightships, Port Blair reserves the right to reject the candidature of any applicant at any stage in the process of recruitment, if any irregularities/deficiency is noticed in the application.
2. The decision of the Director of Lighthouse & Lightships, Port Blair in all matters relating to eligibility, acceptance or rejection of the application, penalty for false information, mode of selection, allotment of posts to selected candidates etc. will be final and binding on the candidates and no enquiry or correspondence will be entertained by the Director of Lighthouse & Lightships, Port Blair in this regard.
3. Candidates finally selected are liable to be posted anywhere in region of Port Blair directorate.

4. The Director of Lighthouse & Lightships, Port Blair is not responsible for any inadvertent error.
5. Any legal issues arising out of this advertisement notice shall fall within the legal jurisdiction of Port Blair only.
6. In the event of any dispute about interpretation, the English version will be treated as final.

IMPERSONATION/SUPPRESSION OF ACTS/WARNING:

1. Any material for suppression of facts or submitting forged certificate for securing eligibility and/or obtaining privileges shall lead to rejection of his/her candidature for the particular recruitment for which he/she has applied. Further legal action can be initiated, if warranted.
2. Furnishing of any false information or deliberated suppression of any information at any stage will render the candidate disqualified and debarred from appearing any selection for appointment to any other Government service and if appointed, the service of such candidate is liable to be terminated.
3. All notice will be available and updated from time to time on office notice board. The candidates are advised strictly to avoid unnecessary communication regarding interview date, call letters for interview and declaration of result by emails, phone and fax.
4. Beware of touts and job racketeers trying to deceive you through false promises of securing job either through influence or by use of unfair and unethical means.
5. The Director of Lighthouse & Lightships, Port Blair has not appointed any agent(s) or centre(s) for action on its behalf. Candidates are selected purely as per merit. Please beware of unscrupulous elements and do not fall in their trap. Candidates attempting to influence Director directly or indirectly shall be disqualified and legal action can be initiated against them.

Director

13. Qualification: (fill in only those qualifications prescribed for the posts applied for)

(a) Academic	Qualification	University/ Board	Year of Passing	Subjects	Marks / % Obtained
S.S.C. / X / Matriculation					
Higher Secondary / XII /Intermediate					
Graduation					

Degree / Diploma from an institution recognized by Central Government or State Government.

(b) Technical	Qualification	University/ Board	Year of Passing	Discipline	Marks / % Obtained
Diploma					
Degree					
Other					

14. Details of previous employment held (in chronological order) (Attach separate sheet, if required)

Name & Address of Employer	Designation & Scale of Pay	Date from	Date to	Nature of Job	Length of the service

15. Document attached in proof of : (Indicate ('X') in relevant boxes indicated below ;

Matric/SSCL Certificate (for DOB Proof)
 Qualification Certificates
 Discharge Certificate for ESM
 Experience Certificates
 Retirement Letter

16. If selected, minimum time for joining the post :

17. Have you ever been detained in Police custody or convicted by Court of Law or any criminal case is pending or contemplated by Court of Law?
If any of these is yes, give complete details thereof on a separate paper.

Yes No

18. Declaration :

“I _____ do hereby declare that all statements made in the application are true, complete and correct to the best of my knowledge and belief and nothing has been concealed or suppressed. I also understand that in case, any of my statement is found untrue during any stage of recruitment or thereafter, shall disqualify me for the post and I shall be liable for any action under the prevailing rules and my services are liable to be terminated without giving any notice or reason thereof.”

Date : _____

Place : _____

Signature of Candidate