

# **KOLKATA PORT TRUST**

## **HALDIA DOCK COMPLEX**

### **REQUIRES**

#### **Land Adviser on contract engagement basis.**

#### **Walk-in-interview**

Kolkata Port Trust, Haldia Dock Complex intends to engage a Land Adviser from retired officers of West Bengal Govt. Service on contract basis for posting at Haldia. The Walk-in-interview is scheduled to be held at the office of the Dy. Chairman, Haldia Dock Complex, Jawahar Tower Connector Building (3<sup>rd</sup> Floor), Haldia Township, Purba Medinipur, Pin – 721607 from 12 noon to 4.00 p.m. on March 08, 2011. Interested candidates are requested to report at the office of the Manager (P&IR), Haldia Dock Complex, Jawahar Tower Building (9<sup>th</sup> Floor), Haldia Township, Purba Medinipur, Pin - 721607 at 11.00 a.m. on March 08, 2011. Such candidates are further requested to register over telephone with Manager (P&IR) (9434063160) prior to 11.00 a.m. on March 08, 2011.

#### **Terms and conditions for contract engagement of Land Adviser**

- i) The engagement will be from retired officers of West Bengal Govt. Service for a period of 1 (one) year and on expiry of the said period, the contractual engagement will be automatically terminated. However, on expiry of the contract, HDC reserves the right to enter into a fresh contract for such period and on such terms as may be mutually agreed upon by the parties.
- ii) The selected candidate must possess :
  - a) A Degree from a recognized University or equivalent.
  - b) Age should not be above 65 years as on the 1<sup>st</sup> day of the month in which the advertisement is published.
  - c) At least 10 years experience in land / estate management matters.
- iii) The candidate will be responsible for dealing issues like acquisition, rehabilitation, settlement, along with other land / estate management matters.
- iv) The selected candidate will be paid compensation equivalent to last pay drawn after adjustment of pension amount.
- v) The selected candidate may be required to stay in KoPT quarters, for which an unfurnished accommodation at Officers' Hostel may be provided to him on payment of license fee/ rent, as applicable. Electricity charges shall have to be borne by the candidate.

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- vi) The office of selected candidate will normally be at Jawahar Tower Building, Haldia Township, Purba Medinipur or any other location, as may be decided by the competent authority.
- vii) The candidate will be required to work full time for 6 days in a week and will normally be entitled to a staggered weekly-off day. If situation so warrants, the weekly day of rest may be changed with prior intimation. For work on any weekly off day / declared National Holiday in exigency, the candidate will be granted a compensatory day of rest conveniently in lieu thereof and he / she will not be entitled to any other compensation, monetary or otherwise, for the same.
- viii) The candidate will be entitled to 15 days leave in a year (12 months from the date of engagement and proportionate in case of shorter period of engagement), which shall be availed of with prior approval. For any absence, in excess of 15 days, pro-rata deduction will be made from the consolidated remuneration.
- ix) Additionally, leave on medical ground, to the extent of 10 days in a year (12 months from the date of engagement and proportionate in case of shorter period of engagement) on critical illness shall be allowed without any deduction from the remuneration on the basis of certification from HDC, KoPT Medical Officer. Intimation of sickness should be reported to the Reporting Officer forthwith in writing together with the certificate of illness from a Registered Medical Practitioner in addition to verbal intimation over phone.
- x) The selected candidate will be entitled to indoor and outdoor medical facilities as are available in the Port Hospital at Haldia for self and spouse only. However, no reimbursement for medicine / medical articles purchased from outside, diagnostic tests done outside or treatment received outside will be allowed. This restriction will not apply for treatment of any injury sustained due to accident occurred in the course of and arising out of engagement.
- xi) If the candidate is required to go on official tour outside headquarters of Haldia, he / she will be entitled to TA/DA, as per rules.
- xii) The candidate will be entitled to avail the canteen facility of HDC.
- xiii) The candidate may be provided with transport facility as per requirement.
- xiv) The candidate will be responsible for charge and care of the HDC / KoPT's money, goods and stores and all other property that may be entrusted on him / her and he / she will be accountable for the same.
- xv) The contractual engagement may also be terminated by giving one month's notice from either side. However, the engagement is terminable on 24 hours' notice for unsatisfactory performance and for any act considered to be derogatory / detrimental to the interest of HDC / KoPT.
- xvi) The candidate will have to submit character / antecedent certificate in the prescribed proforma.

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### Instructions to Candidates

- (A) Candidates are requested to register over telephone with Manager (P&IR) (9434063160) prior to 11.00 a.m. on March 08, 2011.
- (B) Candidates must appear for the **Walk-In-Interview** along with all original certificates and with an application furnishing detailed bio-data, including name, date of birth, permanent address, address for communication, contact phone number, e-mail address, nationality, religion, details of educational and professional qualification, details of experience and post held (indicating name of the employer, last pay scale and last salary drawn along with attested copy of certificate mentioning pension details.) or any other relevant information, with two recent passport size photographs and certified photo copies of relevant certificates / testimonials.
- (C) Please note that the Walk-In-Interview for the said selection will be held on March 08, 2011 at the office of the Dy. Chairman, Haldia Dock Complex, Jawahar Tower Connector Building (3<sup>rd</sup> Floor), Haldia Township, Purba Medinipur, Pin – 721607 from 12 noon to 4.00 p.m. on March 08, 2011. Interested candidates are requested to report at the office of the Manager (P&IR), Haldia Dock Complex, Jawahar Tower Building (9<sup>th</sup> Floor), Haldia Township, Purba Medinipur, Pin -721607 at 11.00 a.m. on March 08, 2011. Such candidates are further requested to register over telephone with Manager (P&IR) (9434063160) prior to 11.00 a.m. on March 08, 2011.

For any additional information, the candidates may contact Manager (P&IR) (9434063160), Haldia Dock Complex.