

V.O.CHIDAMBARANAR PORT TRUST

GRAMS : PORT TRUST PHONE : 2352290 (50 Lines) FAX : 0461 – 2352301 E-Mail : info@vocport.gov.in		Finance Department Administrative Office, TUTICORIN -628004. We.b:www.voc port.gov.in Fax: 0461-2352201
CERTIFIED UNDER ISO 9001:2008; ISO 14001:2004 and ISPS CODE		

No:FIN-OFFAO-EST-SR.DC-V1-16/D.2324

Dated:29.09.2016

Requires

**SENIOR DEPUTY CHIEF ACCOUNTS OFFICER – 1POST ON DEPUTATION BASIS
In the Pay scale of Rs. 32900-58000**

Educational Qualification / Experience Prescribed

(i) Educational Qualification

Member of Institute of Chartered Accountants of India or of Institute of Cost and Works Accountants of India.

(ii) Experience

12 years experience in executive cadre in the field of Finance, Accounting in an Industrial/Commercial/Govt. Undertaking

For deputation, officers holding the post of Senior Deputy Chief Accounts Officer or holding post of Deputy Chief Accounts Officer and Senior Deputy Chief Accounts Officer in the respective discipline of Finance Department in the scale of pay of Rs.13000-18250 (pre-revised) in Government/Semi Government/Public Sector undertakings or Autonomous Body with 3 years regular service in the grade will be eligible. The selection by merit for which the bench mark in overall grading in the Annual Confidential Reports will not be below “Very Good”.

Interested and eligible candidates for the post of Senior Deputy Chief Accounts Officer may send their application in the prescribed format as given below through proper channel so as to reach the Chairman, VOC Port Trust, Administrative Block, Tuticorin - 628 004 on or before **07.11.2016** along with their full Bio-Data, Attested copies of certificates with regard to qualification /experience and 2 passport size photographs.

Incomplete /unsigned applications and application received without photographs, copies of required certificates such as educational qualifications, work experience, caste /community etc. and those received after the last date prescribed for receipt of application will summarily be rejected without any communication to the candidate.

**Sd/-
SECRETARY
VOC PORT TRUST**

<u>FORMAT OF APPLICATION</u>	
Please affix your recent Passport size photograph	
1. Name of the Post applied for	:
2. Name of the candidate	:
3. Name of the Father/Husband	:
4. Date of Birth /Age (Copy of proof shall be enclosed)	:
5. Sex	:
6. Community	:
7. Nationality	:
8. Qualification (Copies of certificates shall be enclosed)	:
9. Experience (Copies of proof shall be enclosed)	:
10. Permanent Address	:
11. Address for communication (E-mail & Telephone No. /Mobile No. are to be given if available)	:
12. Name of the Organisation working	:
13. No objection certificate from the Employer	:
14. Whether physically Challenged /Ex-Serviceman	:
15. Undertaking of the applicant not to withdraw, if selected, should be enclosed	:

Declaration

I,(Name) hereby declare that the information furnished above is true and correct. In the event of any of the information furnished above being found incorrect / false, I shall render myself liable for disqualification for the post applied for apart from necessary action as may be deemed fit.

Place :

Date :

Signature of the Applicant

CERTIFICATE TO BE GIVEN BY THE EMPLOYER

(in respect of candidates already employed under Govt./Semi Govt./PSUs /Autonomous Body)

1. It is certified that the particulars furnished by the officer are correct.
2. It is certified that no disciplinary / vigilance case is pending or contemplated against the applicant and he/she is clear from the vigilance angle.
3. His / Her integrity is certified .
4. It is certified that no major / minor penalties have been imposed on the Officer during the last 10 years.
5. Attested photo copies of ACR for the last five years from 2011-2012 to 2015-2016 are attached.