



भारत सरकार / GOVERNMENT OF INDIA  
पत्तन, पोत परिवहन और जलमार्ग मंत्रालय  
MINISTRY OF PORTS, SHIPPING AND WATERWAYS

नौवहन महानिदेशालय, मुंबई  
DIRECTORATE GENERAL OF SHIPPING, MUMBAI



F. No.22-31/1/2023-PER-DGS

12 JAN 2024

VACANCY CIRCULAR

**Subject : Filling up of 02 posts of Stenographer Grade-I Group 'B' (Non-Gazetted) in the Directorate General of Shipping, Mumbai in the revised pay matrix of Rs.35400-112400/- Level-6 as per 7<sup>th</sup> CPC (pre-revised scale of pay of Rs.9300-34800/- with Grade Pay of Rs.4200/-) on deputation basis-reg.**

Applications are invited from eligible candidates for appointment on deputation to the post of Stenographer Grade-I Group 'B' (Non-Gazetted) in the revised pay matrix of Rs.35400-112400/- Level-6 as per 7<sup>th</sup> CPC (pre-revised scale of pay of Rs.9300-34800/- with Grade Pay of Rs.4200/-) in the Directorate General of Shipping, Mumbai.

2. The details of the post, eligibility criteria, job requirement, age limit etc. required for the post are indicated in **Annexure-I**. The pay and other terms and conditions of deputation will be regulated accordance with DoPT O.M. No.6/8/2009-Estt.(Pay-II) dated 17.06.2010 as amended from time to time. Cadre Controlling Authorities/ Head of Department are requested to forward application of eligible and willing candidates whose services can be spared for appointment to the post by deputation basis so as to reach the undersigned within **60 days** from date of publication of this advertisement in the Employment News/ Rojgar Samachar. The application form proforma is mentioned at **Annexure-II** and the certificate by the employer's Cadre Controlling Authorities/ Head of Department is mentioned at **Annexure-III**.

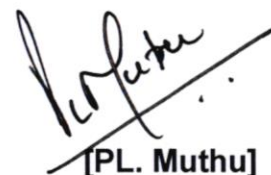
...2/-

**List of Documents to be sent along with applications:**

- (i) Application in prescribed format – Annexure-II duly filled in and signed by the candidate and countersigned with seal by the Cadre Controlling/Head of Department.
- (ii) Attested copies of APAR/ACRs for the last 05 (five) years duly attested on each page by an officer not below the rank of Under Secretary to the Government of India.
- (iii) Integrity Certificate.
- (iv) Vigilance Clearance Certificate.
- (v) Statement of major or minor penalties, if any, imposed on the officer during the last 10 years of service and certificate that no disciplinary proceedings are being contemplated/ pending against the officers.
- (vi) A certificate to the effect that the particulars furnished by the candidate have been verified and found correct as per service records.

3. Incomplete applications or applications not accompanied with the above mentioned documents or applications received after the last date will be summarily rejected. Applications received through proper channel only will be entertained. If any candidate fails to join or withdraw the nomination on finalization of his/her name either on personal grounds or refusal of the cadre to relieve him will be debarred for three (03) years for further deputation to this office and also the same will be informed to DoPT for further necessary action at their end.

4. The detailed advertisement along with all the proforma mentioned above can be obtained from the office website: <http://www.dgshipping.gov.in>



**[PL. Muthu]**  
**Executive Officer [Pers.]**  
**Tele: 022-25752040/41/42**

To,

1. All Ministries/Departments of the Government of India.

2. The Chairman, Indian Ports Association, 1<sup>st</sup> Floor, South Tower, NBCC Place, Bhisham Pitamah Marg, Lodhi Road, New Delhi, Delhi 110003.
3. The Secretary, Ministry of Commerce and Industry, No. 126, Azad Road, Udyog Bavan, New Delhi – 110011.
4. All Major and Non-major port trust.
5. The Director, Government of India, Ministry of Development of North Eastern Region, Vigyan Bhavan Annex, Maulana Azad Road, New Delhi – 110011.
6. The Deputy Secretary to the Govt. of India, Ministry of Planning and Programme Implementation, Department of Statistics, Sardar Patel, Parliament Street, New Delhi – 110001.
7. Secretary, UPSC, Dholpur House, Shah Jahan Road, New Delhi – 110069.
8. The Deputy Director, National Sample Survey of India, Shillong/Guwahati/Aizawl/Kohima/Imphal/Itanagar/ Agartala/Sikkim.
9. Deputy Secretary (Admn. IV/Hod), National Institution for Transforming India (Niti) Aayog, Government of India, Yojna Bhawan, Sansad Marg, New Delhi- 110011.
10. Director, Election Commission of India, Nirvachan Sadan Ashoka Road New Delhi- 110011.
11. The Director, Bhabha Atomic Research Centre (BARC), Mumbai.
12. The Shipping Corporation of India, Mumbai.
13. The Dredging Corporation of India, Vizag.
14. The Maharashtra Maritime Board, Mumbai.
15. The Tamilnadu Maritime Board, Tamilnadu.
16. The Oil & Natural Gas Corporation of India, Mumbai.
17. The Chief Engineer, Superintending Engineer, NCC, CPWD, Bungalow No.-6, Seminary Hills, Nagpur- 400042.
18. The Gujarat Maritime Board, Gujarat.