The Port Management Board, A&N Islands invites applications from interested candidates fulfilling the following eligibility criteria for engagement as Multi Tasking Staff (14 Nos.) on contract basis (01 year).

**Eligibility Criteria**

<table>
<thead>
<tr>
<th>Eligibility Criteria</th>
<th>Consolidated Pay</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Must have passed Secondary School Certificate Examination (10th Std.) from a</td>
<td>Rs.23000/-</td>
</tr>
<tr>
<td>recognized Board / Institution</td>
<td></td>
</tr>
<tr>
<td>2. Must have working knowledge of computer and proficiency on software such as</td>
<td></td>
</tr>
<tr>
<td>Word, Excel &amp; power point etc.</td>
<td></td>
</tr>
</tbody>
</table>

**Age Limit:** Less than 40 years. The crucial date for determining the age limit shall be closing date for receipt of application.

- Engagement on contract will be initially for one year which can be extended subject to requirement of PMB or until the post gets filled on regular basis, whichever is earlier.
- Candidate appointed on contract shall have no right to claim for regular appointment / employment.
- Contract appointment of any candidate can be terminated at any time if the performance is found unsatisfactory, or any of his / her activity is found to be against the interest of the Govt. / PMB or found involved in malpractices.
- The candidates must be ready to serve in any port of Andaman & Nicobar Islands.
- All documents must be self attested by the candidate.
- All candidates must write their email ID and mobile numbers. Any communication to the candidate shall be sent through mail only.
- No TA/DA shall be admissible to attend in selection process.
- The consolidated pay is inclusive of all and no other facilities in any shape or form are admissible to the selected incumbents.
- The selected candidates are, however, entitled for 2 ½ days leave for every completed month during the period of their engagement as full time, which shall be availed by them before completion of their tenure of engagement.

Contd…P..2.
-2-

- The applicants must be of absolute integrity, hard working, willing to accept any challenge / task, capable to complete the assigned task with precision and in a time bound manner and good health.

- All eligible and willing candidates may submit their application in the prescribed Proforma enclosed herewith. The application may be submitted on or before **08th June, 2018** to the Chief Port Administrator, Port Management Board, PO Box 52, HPO, Port Blair, Andaman & Nicobar Islands -744101.

Assistant Director (Admn)
Application for the post of Multi Tasking Staff (MTS) in Port Management Board on contract basis.

01 Name of candidate:-
02 Father’s Name:-
03 Date of Birth:-
04 Age as on……………….:-
05 Educational Qualification:-
06 Employment Registration No (if any):-
07 Permanent Address with Phone/Mobile No.:-
08 Postal Address with Phone / Mobile No.:-
09 E Mail Id:-

10 Experience Details
   (a) Organization:
   (b) Post held:
   (c) Period of service:
   (d) Monthly emoluments:
   (e) Nature of employment:

Signature of the candidate with date

List of Enclosures:

1.
2.
3.