

APPLICATION FORMAT

Affix recent
Passport size
Photograph

POST APPLIED FOR: IN-HOUSE ADVOCATES (SENIOR/JUNIOR)

1	Name of the Candidate				
2	Name of Father/Husband				
3	Date of birth/age (Enclose attested copy of proof)				
4	Nationality				
5	Gender Male / Female				
6	Qualification (Enclose attested copies of Certificates)				
Sl. No	Qualification (with Discipline / Branch	Name of College	Year of Passing	Marks Secured	%
i)					
ii)					
iii)					
iv)					
<p>Note : in case of CGPA etc. system of grading, the candidates shall convert the CGPA etc. grading into equivalent percentage of marks and indicate in the above prescribed column accurately. Indicating wrong percentage will disqualify the candidature</p>					

Contd...

7	Experience in earlier posts held in the chronological order as in below table (Enclose copies of proof)					
Sl. No	Name of the Organization	Post Held	Scale of Pay	From	To	Nature of duties performed
(i)						
(ii)						
(iii)						
8	Permanent Address					
9	Address for communication with email address and Telephone Number					
10	Any other points, applicant wishes to submit					

Declaration

I, Shri/Smt. (Name of the applicant) hereby declare that, the information furnished above are true and correct. In case, any information is found incorrect /false, I myself render liable for disqualification for the post applied for, apart from the necessary action as deemed fit.

Signature of the Applicant

Place :

Date :

APPLICATION FORMAT

Affix recent
Passport size
Photograph

POST APPLIED FOR: **MEDIA COORDINATION ON CONTRACT**

1	Name of the Candidate				
2	Name of Father/Husband				
3	Date of birth/age (Enclose attested copy of proof)				
4	Nationality				
5	Gender		Male / Female		
6	Qualification (Enclose attested copies of Certificates)				
Sl. No	Qualification (with Discipline / Branch	Name of College	Year of Passing	Marks Secured	%
i)					
ii)					
iii)					
iv)					
<p>Note : in case of CGPA etc. system of grading, the candidates shall convert the CGPA etc. grading into equivalent percentage of marks and indicate in the above prescribed column accurately. Indicating wrong percentage will disqualify the candidature</p>					

Contd...

7	Experience in earlier posts held in the chronological order as in below table (Enclose copies of proof)					
Sl. No	Name of the Organization	Post Held	Scale of Pay	From	To	Nature of duties performed
(i)						
(ii)						
(iii)						
8	Permanent Address					
9	Address for communication with email address and Telephone Number					
10	Any other points, applicant wishes to submit					

Declaration

I, Shri/Smt. (Name of the applicant) hereby declare that, the information furnished above are true and correct. In case, any information is found incorrect /false, I myself render liable for disqualification for the post applied for, apart from the necessary action as deemed fit.

Signature of the Applicant

Place :

Date :

MORMUGAO PORT AUTHORITY
GENERAL ADMINISTRATION DEPARTMENT

Terms and Conditions for contract engagements on contract.

1. The engagement is purely on contractual basis for a period of one year, extendable basing on Performance Reports.
2. He shall be paid a consolidated salary as specified in the Recruitment Notice from the date he/she takes over charge of the contractual assignment.
3. MPA reserves the right to fix the minimum standard/qualifying marks for selection of all the positions.
4. Any update, corrigendum etc. of this advertisement and changes in the recruitment process will be hoisted in the Port's website only. Hence, candidates are requested to keep in regular watch to this Port's website and no separate communication will be made to the individual applicant.
5. Canvassing in any form will disqualify the candidate and no correspondence shall be entertained.
6. Leave facilities: The candidates selected will be permitted to avail Casual Leave at the rate of 1.25 days for each completed calendar month of contract service. No provision exists either for encashment of the non-availed portion of the Casual Leave or for carrying forward the said leave to the next calendar year or future contract assignment if any.
7. Medical Facility: The selected candidates shall be entitled to free medical treatment in MPA hospital for self to the extent the facilities available in the Port Hospital.
8. Accommodation: Port accommodation will be provided subject to availability at prevailing rent and other charges, which will be deducted from the consolidated pay. In addition, allied charges such as water charges & Electricity charges shall have to be borne by occupant.
9. Working Hours: The duration of working hours will be as per office hours with weekly offs. In exigencies, he/she may require to work beyond office hours/holiday for which no extra remuneration will be paid.
10. Claim of permanent absorption: The contract engagement shall not confer on him/her any right to lay claim to permanent absorption in the Port service against any post whatsoever.

11. The Contract engagement can be terminated by either side by giving one months' notice during the currency of the Contract.
12. Settlement of Dispute: Any dispute arising out of this contract, the interpretation and decision of Chairperson, MPA will be final.
13. The candidate shall have good health condition.
14. Income tax deductions will be made as per the Income tax provisions.
15. He /she shall report to concerned HODs or any person authorized by him.