

Kolkata Port Trust

Kolkata Port Trust, Kolkata Dock System, intends to engage 7 (Seven) nos. Electrical Supervisor under Mechanical Engineering Department on contract basis, on following terms and conditions:-

- (1) The engagement will be for a period of one year and on expiry of the said period, the contractual engagement will be automatically terminated. However, on expiry of the contract, KoPT reserves the right to enter into a fresh contract for such period and on such terms as may be mutually agreed upon.

- (2) Education Qualification and Experience :-

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| (a) | Candidate must have passed at least School Final or its equivalent examination and also possess Diploma or equivalent passing out certificate in Electrical Engineering from a recognized Technical Institute. He must have undergone full course of Apprenticeship in a recognised workshop engaged in manufacture / repair/maintenance of various electrical equipment and accessories. |
| (b) | Candidate must have five years experience in Electrical Engineering Division of an organization of repute as Supervisor and must have experience in construction and maintenance of domestic & industrial wiring, electrical equipment, overhead and underground distribution system, workshop practice, electric circuits/ telecommunication/ refrigeration and air-conditioning/lifts, etc. |
| (c) | Applicants must possess Electrical Supervisors' Certificate of Competency issued by Directorate of Electricity, West Bengal in Part I, II and XI. |

- (3) Age :- Applicant's minimum age on the last date of submission of application must be 35 years.

- (4) Duties and Responsibilities :-

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| (a) | Responsible for various operation, maintenance and project works pertaining to Electrical Division including power supply from CESC/WBSEDCL to KoPT. |
| (b) | Maintenance/Project works of existing/upcoming installations scattered in different locations under Kolkata Dock System. |

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| (c) | Managing Personnel and spares. |
| (d) | Any other job as will be assigned. |

- (5) The selected candidate will be paid a fixed consolidated remuneration of Rs.18720/ per month.
- (6) The selected candidates may avail of the facility of KoPT, KDS accommodation (unfurnished) on payment of licence fee / rent as applicable. Electricity charges shall have to be borne by the candidate at actual.
- (7) The office of the selected candidates will normally be the office of Sr. Executive Engineer (Electrical), Mechanical Engineering Department, Kolkata Port Trust, 8, Garden Reach Road, Kolkata-700043. Individuals will be required to discharge their responsibilities from the points of posting inside/outside the Docks.
- (8) The selected candidates will be required to work full time on all working days of the place of posting. 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 the candidate will not be entitled to any other compensation, monetary or otherwise for the same. They will get a day's weekly off.
- (9) The selected candidates 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 may be availed of with prior approval. For any unauthorized absence in excess of 15 days, pro-rata deduction will be made from the consolidated remuneration.
- (10) Additional, sick leave 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 illness may be allowed without any deduction from the remuneration on the basis of certification from KoPT's Medical Officer. Intimation of sickness should be reported to the Head of the Department/Head of the Division/Reporting Officer forthwith in writing together with certificate of illness from a Registered Medical Practitioner in addition to verbal intimation over phone. For absence beyond the stipulated period of 10 days sick leave in a year, proportionate deduction from the remuneration will be made.

- (11) The selected candidates will be entitled to Indoor and Outdoor medical facilities as are available in KoPT Centenary Hospital for self only. However, no reimbursement for medicine/ medical articles purchased from outside, diagnostic tests done outside or treatment receipt from outside, will be allowed. The restriction will not apply for treatment of any injury sustained due to accident occurred in the course of and arising out of employment.
- (12) If the selected candidates are required to go on official tour outside Head Quarters, they will be entitled to TA/DA as applicable to corresponding regular post of Jr.Engineer, Grade-I .
- (13) The selected candidates will report to Sr.Executive Engineer (Electrical) / Executive Engineer (Electrical) or any other officer under Chief Mechanical Engineer as will be directed.
- (14) The selected candidates will be responsible for the charge and care of KoPT's money, goods and stores and all other properties that may be entrusted with them and they will be accountable for the same.
- (15) The engagement of the selected candidates 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 be interest of KoPT.
- (16) The selected candidates will have to furnish requisite information for antecedent verification by the local police station of their places of residences.

Mode of application

Application furnishing detailed bio-data including name, father's name, date of birth, permanent address, address of communication, whether belongs to SC/ST/OBC category (if yes, necessary substantiating documents to be enclosed), nationality, educational and professional qualification, Electrical Supervisor's Certificate of Competency particulars, experience, and posts held, extra-curricular activities, and any other relevant information with two recent passport size photographs should be submitted in sealed envelope superscribed " Application for Contractual Engagement as Electrical Supervisor" to the Chief Mechanical Engineer, Mechanical Engineering Department, Kolkata Port Trust, 8, Garden Reach Road, Kolkata-700043. The last date for receipt of application is 7.3.2014. Incomplete application or application received after 7.3.2014 will not be entertained.