

P.S. to Dy. Chairman / P.S. to Chairman

Sl. No.	Name of the Post	No. of Post	Classification	Scale of Pay (Rs.)	Whether Selection or Non-Selection Post	Upper Age limit for direct recruitment (in years)	Educational and other qualifications prescribed for direct recruitment	Whether (a) age (b) educational qualifications (c) experience for direct recruits will apply in the case of promotion/absorption/deputation	Period of Probation (in years)	Method of recruitment (whether by direct recruitment or by promotion/absorption/deputation)	In case of promotion/absorption/deputation, grades from which it should be made	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13
10	PS to Deputy Chairman	1	Class-I	9100-250-15100	Selection	30	<p>Essential :-</p> <p>(i) A degree from a recognised university.</p> <p>(ii) Proficiency in stenography and typewriting with a speed of 120/40 w.p.m. respectively.</p> <p>(iii) Knowledge of Computer Application.</p> <p>(iv) Five years experience as Stenographer/PA in an Industrial/ Commercial/ Govt. Undertaking.</p>	(a) No (b) No (c) No	2	<p>By Promotion failing which</p> <p>By absorption/deputation failing both</p> <p>By direct recruitment.</p>	<p>Promotion from PA to HOD in the scale of pay of Rs.8600-14600 with 3 years regular service in the grade.</p> <p>Absorption/deputation will be of Officers holding analogous post or feeder post with 3 years regular service in the grade in a Major Port Trust.</p>	

1	2	3	4	5	6	7	8	9	10	11	12	13
11	PS to Chairman	1	Class-I	10750-300-16750	Selection	35	<p>Essential :-</p> <p>(i) A degree from a recognised university.</p> <p>(ii) Proficiency in stenography and typewriting with a speed of 120/40.w.p.m. respectively.</p> <p>(iii) Knowledge of Computer Application.</p> <p>(iv) Eight years experience as Stenographer/PA in an Industrial/ Commercial/ Govt. Undertaking.</p>	<p>(a) No</p> <p>(b) Yes</p> <p>(c) No</p>	2	<p>By Promotion failing which</p> <p>By absorption/ deputation failing both</p> <p>By direct recruitment.</p>	<p>Promotion from PS to Dy. Chairman in the scale of pay of Rs.9100-15100 with 5 years regular service in the grade failing which PS to Dy.Chairman with 2 years regular service in the scale of pay of Rs.9100-15100 and a combined regular service of 8 years in the scales of pay of Rs.9100-15100 and Rs.8600- 14600</p> <p>Absorption/deputation will be of Officers holding analogous post or feeder post with 5 years regular service in the grade in a Major Port Trust.</p>	

1	2	3	4	5	6	7	8	9	10	11	12	13
12	Senior PS to Chairman	1	Class-I	13000-350-18250	Selection	40	<p>Essential :-</p> <p>(i) A degree from a recognised university.</p> <p>(ii) Proficiency in stenography and typewriting with a speed of 120/40.w.p.m. respectively.</p> <p>(iii) Knowledge of Computer Application.</p> <p>(iv) Twelve years experience as stenographer/PA in an Industrial/ Commercial/ Govt. Undertaking.</p>	<p>(a) No</p> <p>(b) Yes</p> <p>(c) No</p>	2	<p>By Promotion failing which</p> <p>By absorption/deputation failing both</p> <p>By direct recruitment</p>	<p>Promotion from PS to Chairman in the scale of pay of Rs.10750-16750 with 4 years regular service in the grade failing which PS to Chairman with 2 years regular service in the scale of pay of Rs.10750-16750 and a combined regular service of 9 years in the scales of pay of Rs.10750-16750 and Rs.9100-15100.</p> <p>Absorption/deputation will be of Officers holding analogous post or holding posts of PS/Sr. PS in the scale of pay of Rs.10750-16750 with 4 years regular service in the grade in a Major Port Trust.</p>	