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4(1)(b)(11)

**DUTIES AND RESPONSIBILITIES OF DIRECTOR SHIPPING SERVICES.**

1. Functioning as Head of Department in the Directorate of Shipping Services.
2. All financial powers vested by the Andaman & Nicobar Administration issued to HOD from time to time..
3. All establishment and service matters including Afloat and Marine Dockyard.
4. All matters related of mainland-island, inter-island and foreshore vessels including crew grievances.
5. All disciplinary proceedings on misconduct, vigilance case and related matters of the Directorate.
6. All matters related to planning section.
7. All matters regarding ship acquisition process monitoring of all contract and agreement executed by the Directorate
8. All matters relating for repair of vessel, purchase of spares.
9. All matters ~~under~~ related to Marine Dockyard through Marine Engineer..
10. Director Shipping Services will be responsible for all proposals on policy decision/matters referred to the Administration for the approval of Competent Authority.
11. All matters related with labour welfare under the control of ALWC.
12. All legal matters under the jurisdiction of Law Officer
13. Management of Dockyard including all shops, dry docks/slipway and repair/refit of all the vessels owned by the Directorate.
14. All matters pertaining to information Technology.
15. All matters relating to staff and public grievance.
16. All to the works/functions assigned to the HOD from time to time.
17. Any other work assigned by the Secretary (Shipping) A & Administration/higher authorities..

**RECRUITMENT RULES FOR THE POST OF DIRECTOR OF SHIPPING SERVICES IN DIRECTORATE OF SHIPPING SERVICES**

1.	Name of Post	<b>Director of Shipping Services</b>
2.	No. of Posts	01 (One) 2018 (subject to variation dependent on workload)
3.	Classification	General Central Service, Class I (Ministerial)
4.	Scale of Pay	Level -12 Rs. 78800-209200 of the revised Pay Matrix (Pre Revised Pay Band-3 Rs.15600-39100 with Grade Pay of Rs.7600)
5.	Whether Selection Post or Non-Selection Post	Selection
6.	Age limit for direct recruitment	Maximum age 50 years (below 50 years)
7.	Educational and other qualification required for Direct recruitment	The Naval Certificate of Watching Keeping was equivalent to Master (FG) of any flag Administration.  <b>OR</b> Possession of Naval Watch Keeping Certificate and belonging to X (GS) Branch of the Indian Navy
8.	Whether age and educational qualifications prescribed for direct recruits will apply in, in the case of promotees	No
9.	Period of probation, if any	01 years.
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption.	By Promotion plus Deputation/Absorption/ (Including Short Time Contract)
11.	In case of recruitment by promotion deputation/transfer grades from which promotion/deputation transfer to be made.	<b>Promotion plus Deputation (ISTC):-</b> (The departmental Officers in the scale of Pay of Rs 67700-208700 ( Level-11)(Pre-revised revised Rs.15600-39100-Grade Pay Rs.6600) with five (05) years of regular service in the grade will also be considered along with outsiders and in case he/she is selected for appointment to the post, the same shall be deemed to have been filled by promotion.  <b>In case of Outsiders:</b> Should possess the qualification mentioned at SL.No.07.  <b>Deputation/Absorption:</b> Suitable officer of the rank of Commander/Captain from the Indian Navy, the period of deputation being 03 years at a time, extendable for a period if required for another 02 years upto a maximum of 05 years and considered for absorption whose qualification and experience should be comparable to those prescribed for direct recruitment for the feeder grade/post from which the promotion has been made.

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