Appendix-4

PROPOSED RECRUITMENT RULE

| **Sl. No** | **Name of Post** | **No. of Posts** | **Classification.** | **Scale of Pay. (Rs.)** | **Whether Selection or Non-Selection** | **Upper Age limit for Direct Recruitment (in yrs)** | Educational and other Qualifications prescribed for Direct Recruitment. | **Whether**   1. **Age** 2. **Educational Qualifications** 3. **Experience**   **for Direct Recruits will apply in the case of Promotion/ Absorption/ Deputation** | **Period of Probation**  **(in yrs.)** | **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 |
| 2 | Manager (Administration) | 1 | Class I | 20600-46500 (Pre-revised.  10750-300-16750) | Selection | 35 | Essential:   1. A Degree from a recognized University. 2. 5 years experience in Executive cadre in the field of Gen. Admn., Personnel, Industrial Relations etc..in an Industrial/ Commercial/ Govt. Undertaking.   Desirable   1. Post Graduate Degree/ Diploma in Personnel Management/ Industrial Relations/Social Work/ Labour Welfare or allied subjects or Degree in Law from a recognized University/Institution. | 1. No. 2. Yes 3. No. | Two | By Promotion failing which by Absorption/ Deputation, failing both by Direct Recruitment. | Promotion from Deputy Manager (Administration/ Legal) in the pay scale of Rs.20600-46500 (Pre-revised Rs.9100-250-15100) with five years regular service in the grade or Deputy Manger(O.L) in the scale of pay of Rs.20600-46500 (Pre-Rev.Rs,9100-250-15100) with five years regular service in the grade after passing the departmental examination conducted by the Cochin Port Trust, failing which Deputy Manager (Administration/ Legal) in the scale of pay of Rs.20600-46500 (Pre-revised Rs.9100-250-15100) with two years regular service in the grade and a combined regular service of eight years in the scales of pay Rs.20600-46500 (Pre-revised Rs.9100-250-15100) and Rs.16400-40500 in the respective discipline of Genl. Admn. Deptt.  Absorption/ deputation will be of officers holding analogous posts or post of Deputy Manager (Administration/ Legal)/ in the scale of pay of Rs.20600-46500 (Pre-revised Rs.9100-250-15100) with five years regular service in the grade in a Major Port Trust. |  |