

Indian Ports Global Ltd(IPGL)

Job Description – General Manager Chabahar Port

I. Project Brief

Indian Ports Global Ltd. - India (IPGL) has been entrusted by Government of India to carry out the task of equipping and operating Container & Multipurpose Terminal at Chabahar Port in Iran. In this context, IPGL invites applications from qualified Indian nationals for the role of General Manager – Chabahar Port with Minimum Experience of 15-20 years, on contractual basis.

II. Job Functions

Under the direction of Managing Director IPGL India (MD-IPGL), the General Manager – Chabahar (GM - Chabahar) will be responsible for supervision of all functions and employees of IPGL – Iran in coordination with Sistan Baluchistan Port Authority (SBPA), Port Maritime & Organization (PMO)-Iran (Lessor) and appointed private operator engaged in Chabahar port operations. He will ensure overall compliance of IPGL Contractual terms with other stake holders.

III. Duties & Responsibilities

- i. GM-Chabahar would be a single point of contact for MD IPGL-India and shall be responsible to oversee administrative, financial & operational aspects of Chabahar port.
- ii. Coordinate and interact with Lessor and appointed private operator for efficient implementation and operation of Chabahar port contract
- iii. Assistance in promotion of port development through attending trade shows, conventions and other relevant high visibility events in Iran
- iv. Assisting private operator in representing the concerns or views pertaining to Tariff & other regulatory matters with Lessor.
- v. Providing periodic updates on operations or any other relevant aspects to MD-IPGL on regular basis. For eg. Monthly update reports /MIS/financial status etc
- vi. Ensure smooth and efficient liaison with Lessor and private operate partner for accurate and timely billing and income collection can be achieved.
- vii. Serve as liaison on port operation affairs, office policies, sorting out issues if any with regional / state /federal partners and agencies.
- viii. Establish and maintain effective working relationships with Lessor, appointed private operator and other relevant authorities, vendors, contractors, lessees, business representatives etc.
- ix. Ensuring regular attendance and active participation in coordination meetings with Lessor at Chabahar port.
- x. Assistance in preparing annual budget requirement or any other information sought by MD – IPGL on periodic basis
- xi. He should ensure all respective staff and appointed private operator adhere to all terminal maintenance, port safety and regulations.
- xii. Perform any and all similar or related work as required, directed or as situation dictates.

The duties listed above are intended as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

IV. Knowledge & Experience

- i. Experience of working port & logistic sector particularly in container and general cargo port operation
- ii. Project Management
- iii. Budgeting & financing
- iv. Administration
- v. Facilities and general engineering management
- vi. Strategic planning
- vii. Excellent oral and written communications
- viii. Knowledge of Persian language OR earlier work experience in Iran will be an added advantage

V. Education Qualification

A regular Bachelor's degree is required.

Master Mariner or a regular Master's degree in Business Administration / Engineering / Finance field is preferred.

VI. Age

Maximum age of the candidate should not more than 55 years on the last date of receipt of application i.e. 21st April, 2018.

VII. Location

The primary job location will be Iran – Chabahar Port. However, depending upon the situation the personnel will be required to travel with in Iran and other regions.

VIII. Remuneration & Terms of Engagement

- As per industry standards depending upon the experience and suitability of profile
- Terms of engagement is tentatively for 10 years and will be reduced or extended on requirement basis
- Expected date of engagement May 2018.

IX Submission of application

Prospective candidate shall submit their applications, in the format at Annexure

X Certification by candidate

Candidate has to submit his/her willingness for the post at the time of interview itself clearly stating that he/she will join the post, if selected. If any candidate does not initially give his/her willingness, he/she will not be interviewed. The selected candidate will have to join within one month of issue of letter of appointment.

Currently employed Govt. /Public Sector/Autonomous bodies employees have to produce "No Objection Certificate" from the current employer at the time of interview, failing which candidate will not be allowed to appear for interview.

XI General Conditions

I. GENERAL CONDITIONS:

- (i) All qualifications should be recognized by UGC/AICTE/AIU(GOI).
- (ii) Weightage may be given to candidates having additional relevant qualifications.
- (iii) IPGL reserves the right to raise/modify the eligibility criteria in minimum educational qualification and/or minimum work experience.
- (iv) IPGL reserves the right to select a second candidate also (if need arises) from the merit list drawn.
- (v) IPGL takes no responsibility for any delay in receipt or loss in postal transit of any application or communication. Candidates in their own interest are advised to submit applications well in time before the last date to avoid possible delay in postal transit. Application received after due date will be summarily rejected.
- (vi) In case it is detected at any stage of recruitment that a candidate does not fulfill the eligibility norms and/or that he/she has furnished any incorrect / false information/ certificate / documents or has suppressed any material fact(s), his/her candidature will stand cancelled. If any of these shortcomings is/are detected even after appointment, his/her services are liable to be terminated.
- (vii) Any request for change of address / change of centre for group discussion and / or interview shall not be entertained.
- (viii) IPGL reserves the right to reject any application/candidature at any stage without assigning any reason and the decision of Company shall be final.
- (ix) IPGL reserves the right to cancel entirely or partially the selection process at any stage without assigning any reason and the decision of the Company shall be final in this regard.
- (x) Canvassing in any form will be a disqualification.
- (xi) Any resulting dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated at Mumbai.

(xii) Any changes /modifications in the advertisement will be placed on the websites of Jawaharlal Nehru Port Trust, Deendayal Port Trust, and Indian Ports association (IPA) only. Candidates applying for the post are advised to visit the websites regularly for updates.

(xiii) Self-attested photocopies of all certificates /testimonials are to be provided with the application form including:

- a) Educational/ Professional Certificates.
- b) Experience Certificates (including appointment and relieving letters of Previous employers).

[NO certificate, in original, is required to be attached with the application and IPGL shall not be responsible for misplacement of such certificates.]

(xiv) Communication, if any, to the applicant, shall be sent at the E-mail ID or at the **Present Address** mentioned by the applicant in the application form.

Last date of receipt of applications is 21st **April 2018**. No application shall be entertained under any circumstances after the stipulated date. Incomplete applications are liable to be REJECTED.

IPGL reserves the right to shortlist candidates for interview. Applications are to be addressed to:

The Managing Director
India Ports Global Limited
4th Floor, Nirman Bhavan,
Muzawar Pakhadi Road,
Mazgaon, Mumbai 400010

ALL CORRESPONDENCE ON THE ABOVE SUBJECT SHOULD BE ADDRESSED TO THE MANAGING DIRECTOR OF IPGPL ONLY.

(E-mail ID: md.indiaportsglobal@gmail.com, Tel. (022) 6900 0431).

ANNEXURE

APPLICATION FORM FOR THE POST OF General Manager

(Note: Any column left blank will make the application incomplete and liable for rejection.)

1. Name of the post applied for: _____

2. (a) Name (in full): _____

(b) Father's / Husband's Name (in full): _____

(c) Designation of the Applicant (in full): _____

(d) Office Address: _____

3. Present

Address: _____

4. Office Address: _____

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5. Permanent

Address: _____

6. Telephone No: Office _____, Residence _____

Mobile No. _____ E-Mail address _____

7. Date of birth and age as on date of vacancy: _____

8. Eligibility criteria:

	As per job description	Possessed by the officer	Whether eligible or not
Educational/professional Qualifications (along with the name of Institutions)			
Pay Scale (Rs.)			
Length of service in eligible pay scale			

9. Positions held during the preceding Fifteen years:-

Sr. No.	Designation and place of posting	Organization	From	To	Nature of Experience

9. Details of experience relevant for the advertised post and job description:

Sr. No.	Designation and place of posting	Organization	From	To	Nature of Experience

Note: If you wish, you may attach a write up in support of your candidature not exceeding two pages.

10. Date of retirement on superannuation or voluntary retirement(if applicable) :

11. In case of voluntary retirement,reason thereof :

12. (A) Do you hold lien in any other Organization? Yes/No
If yes:

- a) Name of the Organization in which the lien is held.
- b) Date from which the lien is held

(B) Are you on deputation? Yes/ No
If yes:

- a) Date from which you have been on deputation.

13. (a) whether any punishment awarded to the applicant during the last10years Yes/ No
If yes, the details thereof:

- a. Whether any action or inquiry is going on against him as far as his knowledge goes. Yes/ No
If yes, the details thereof:

I hereby declare that all the statements made in this application form are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage or may not satisfying the eligibility criteria according to the requirements, my candidature/ appointment is liable to be cancelled/ terminated.

Date :

Place : (Name and Signature of the applicant)
