



जवाहरलाल नेहरू पत्तन प्राधिकरण JAWAHARLAL NEHRU PORT AUTHORITY

ISO 9001 : 2015
ISO 14001 : 2015
ISO 27001 : 2013
ISO 45001 : 2018

पत्तन कार्यालय : प्रशासन भवन, शेवा, नवी मुंबई - 400707. Port Office : Administration Bldg., Sheva, Navi Mumbai - 400 707.
मुख्य सतर्कता अधिकारी Chief Vigilance Officer - (022) 2724 4151; मुख्य प्रबंधक (प्रशासन) एवं सचिव Chief Manager (Admn.) & Secy - (022) 2724 4021;
मुख्य प्रबंधक (यातायात) Chief Manager (Traffic) - (022) 2724 4191; मुख्य प्रबंधक (यां.एव.वि.अ.) Chief Manager (M&EE) - (022) 2724 4181;
मुख्य प्रबंधक (वित्त) Chief Manager (Fin) - (022) 2724 4081; मुख्य प्रबंधक (प.यो.वि.) Chief Manager (PP&D) - (022) 2724 4156
उप-संरक्षक Dy. Conservator (022) 2724 4171; हार्बर मास्टर (022) 2724 4173.
Website : www.jnport.gov.in • E-mail : info@jnport.gov.in

Advt. No. JNP/MS/GIS/2025/AD

JNPA invites applications for the post of Manager (GIS) (On Contract Basis)

Name of post	No. of posts
MANAGER (GIS)	2 (Two)

For the details, refer to the detailed advertisement available on the JNPA web-site www.jnport.gov.in

Dy General Manager (MS)

dygmms@jnport.gov.in

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Advt. No. JNP/MS/GIS/2025/AD

JAWAHARLAL NEHRU PORT AUTHORITY (JNPA), Finance Department (Management Services) invites applications for appointment of MANAGER (GIS) (On Contract Basis for three years).

Required Qualification, Terms of Contract is as following.

Name of Post	Essential qualifications & Scope of work
MANAGER (GIS)	<p>Essential Qualification :</p> <p>First Class Graduate in Geography from a recognized University / Institution and having minimum 8 (eight) years in Geographical Information System</p> <p>Desirable:</p> <p>Post Graduate Degree in Geography from a recognized University / Institution</p> <p>Experience:</p> <p>8 years experience in Executive Cadre in Geographical Information System in any IT/Industrial / Commercial Organization.</p> <p>Desirable:</p> <p>Experience in Port / Shipping Sector.</p> <p>Key Responsibilities:</p> <ol style="list-style-type: none"> Strategic Planning <ul style="list-style-type: none"> Define GIS goals aligned with JNPA's objectives. Develop GIS strategy and data governance policies. Evaluate and integrate new GIS technologies. Project Management <ul style="list-style-type: none"> Lead GIS-related projects (e.g., mapping, spatial analysis, data integration). Coordinate across departments to meet project needs. Manage timelines, budgets, and deliverables.

	<p>3. Team Leadership</p> <ul style="list-style-type: none"> ○ Supervise GIS analysts, technicians, and developers. ○ Provide training, mentorship, and performance reviews. ○ Organize staffing and skill development plans. <p>4. Data Management & Quality Control</p> <ul style="list-style-type: none"> ○ Oversee collection, storage, analysis, and visualization of spatial data. ○ Ensure data accuracy, consistency, and security. ○ Maintain metadata and documentation standards. <p>5. System & Software Management</p> <ul style="list-style-type: none"> ○ Administer GIS software (e.g., ArcGIS, QGIS, MapInfo). ○ Ensure system integration with other enterprise tools (e.g., ERP, CAD). <p>6. Stakeholder Engagement</p> <ul style="list-style-type: none"> ○ Collaborate with internal teams, external agencies, and clients. ○ Translate business needs into GIS solutions. <p>7. Compliance & Standards</p> <ul style="list-style-type: none"> ○ Ensure compliance with legal, environmental, and data regulations. ○ Promote the use of open standards (e.g., OGC, ISO) in GIS processes.
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- **Remuneration:** Rs.1,20,000/- per month. Applicable statutory deductions will be made from this amount.
- **How to Apply:** Submit your resume with supporting documents at dygmms@jnport.gov.in.
- **Application Deadline:** 30.09.2025

For details, visit: www.jnport.gov.in

(JNPA reserves the right to accept/reject any application without assigning any reason.)

Note 1 : Candidates must possess the essential qualifications mentioned against the post. Candidates not possessing certificate of essential qualifications will not be eligible.

Maximum Age: 40 years. [To be reckoned as on 1st Sep 2025]

Terms and conditions of the contract are attached at Annex-I

I. ELIGIBILITY CRITERIA:

Candidates, intending to apply for the above posts should ensure that they fulfil the minimum eligibility criteria mentioned. Candidates who are not fulfilling the eligibility criteria will not be considered for further process.

II. SELECTION PROCEDURE:

The selection of shortlisted candidates for the engagement will be subject to verification of required documents as indicated in this advertisement, in original. Non submission of requisite documents by the candidate during this process will disqualify his/her candidature from further participation in the recruitment process. Further, during the verification if it is found that the requisite documents do not meet the prescribed criteria, his/her candidature will not be considered further in the recruitment process.

JNPA reserves the right to call only the requisite number of candidates for the selection process, i.e. written test, interview, based on the preliminary screening/short-listing with reference to qualifications, age, relevant experience, etc. of the candidates.

III. LIST OF DOCUMENTS TO BE ATTACHED TO APPLICATION AND PRODUCED AT THE TIME OF VERIFICATION:

The self-attested photocopies of following documents in support of the candidate's eligibility and identity are required to be attached to the application and original of the same are required to be produced at the time of verification. **Non submission of requisite documents by the candidate will debar his/her candidature from further participation in the recruitment process.**

- i. Proof of Date of Birth (Birth Certificate issued by the Competent Municipal Authorities or SSLC/ Std. X Certificate with DOB).
- ii. Proof of Nationality.
- iii. Mark-sheets & Degree Certificates of Educational Qualifications and other relevant eligibility criteria documents.
- iv. Reliving order from Government organization, Last Pay Certificate, Pension Order etc. as applicable

Note: JNPA reserves right not to consider the candidature if he/ she fails to produce the relevant eligibility documents as mentioned above.

IV. HEALTH:

Applicants should be of sound health and should meet the medical standards. Engagement of selected candidates shall be subject to receipt of fitness certificate/medical report from the Government recognized reputed Hospital.

V. Terms & Conditions of contract engagement

1. Manager (GIS) will be initially engaged on Contract basis and the period is of three years with one-year extension on same terms and conditions subject to satisfactory performance.
2. The remuneration will be based on the monthly attendance certified by the concern officer of the Department. Unauthorized absence will be proportionately deducted from the monthly remuneration.
3. The Contract can be terminated by either side by giving one months' notice.
4. The rules and regulations regarding conduct, discipline, etc., as applicable to JNPA regular employee, will be applicable to the Manager (GIS) during the contract period.

VI. SUBMISSION OF APPLICATION

1. Applications shall be accepted only by e-mail on dygmms@jnport.gov.in. Applicant should forward mail with **Subject : Application for the post of Manager (GIS) on contract basis**
2. Applications should reach, on or before **30/09/2025**.
3. Along with the application, details of applicants shall be given in the **prescribed format** as enclosed as Annexure II and is given below. Scan copies in proof of age, qualifications, experience, training, etc. are required to be submitted as attachment to the email along with filled in application.

IN CASE OF ANY DISCREPANCIES, THE DETAILED ADVERTISEMENT
PUBLISHED IN THE CAREERS SECTION OF OUR WEBSITE
<http://www.jnport.gov.in> 'Career' menu SHALL BE FINAL. CANDIDATES ARE
ADVISED TO VISIT THE CAREER SECTION OF OUR WEBSITE FOR DETAILED
ADVERTISEMENT AND FOR FURTHER UPDATES ON THE RECRUITMENT
EXERCISE.

CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION.


Dy General Manager(MS)

Jawaharlal Nehru Port Authority

Annexure II

PROFORMA

Application for engagement of Manager (GIS) on contract basis in JNPA

Recent
Passport size
Photo graph

1. Full name (in block letters) :
2. (a) Address for communication :

(b) Telephone No./Mobile No. :

(c) Fax / E-Mail address :
3. Name of present employer, post held with pay scale :
4. Date of Birth :
5. Age as on 1st September, 2025 : _____ Years & _____ Months
6. Whether belongs to SC/ST/OBC/: Yes/No (Strike which ever is not applicable)

7. Educational & other qualification:

Sr. No.	Degree/Diploma	Name of University/ Institution	Year of passing	Marks obtained/ Out of	% of Marks

8. Details of employment / experience in chronological order:

Name of the Organization	Post held	Scale of pay	From	To	Nature of duties

9. State clearly whether in the light of the entries made by you above, you meet the requirements of the post. : Yes/No (Strike which ever is not applicable)

11. Documents attached to the application:

1. _____
2. _____
3. _____
4. _____
5. _____

12. Any other information :

The above information is correct and if at any time it is found that the information furnished above is incorrect/false, my candidature will stand cancelled. If any shortcoming/s is/are detected even after my selection, my services are liable to be terminated at any time.

Date: / /2025

(Signature of applicant)