

**Annexure – IV (A) Other****Terms and conditions of contractual engagement:****1. Period of contract:**

The contract for engagement will be for a period of 1 year, extendable at the discretion of Mumbai Port Authority.

**2. Medical facility:**

Medical facility will be provided at MbPA hospital/ dispensary along with medicines as per the existing provisions applicable to retired employees of Mumbai Port Authority.

**3. Leave entitlement:**

20 days Casual Leave in a year and Public Holidays. No other leave will be admissible and for any absence beyond the said leave, pro-rata deduction will be made from the consolidated remuneration. No carry forward of the unconsumed leave as also no encashment of leave would be allowed.

**4. Duty hours:**

Duty hours are from 10.00 A.M. to 6.00 P.M. or as decided by the Administration. In case of requirement, contract employee may have to work beyond the normal duty hours for which there will not be any other compensation, monetary or otherwise.

Normally contract employee will be entitled to a weekly off (Sunday). If situation warrants, the weekly day of rest may be changed with prior intimation. For work on any weekly day off/ declared national holiday in exigencies of work, a compensatory day of rest conveniently in lieu thereof will be granted and for which no other compensation, monetary or otherwise will be considered. Failure to report for duty will entail deduction of wages on pro-rata basis.

**5. Accommodation:**

Accommodation at MbPA quarters can be provided, subject to availability of accommodation in the category equivalent to corresponding category in the Port in terms of consolidated remuneration and on the requests. The rent payable for accommodation will be @10% of consolidated remuneration and single licence fees per month. In addition, electricity & water charges would be recovered on actual consumption basis. In case accommodation at MbPA Quarters is availed, a Security Deposit of amount equivalent to two times of rent payable per month, will have to be paid as a security against Rent, electricity, water charges and damages, if any. The deposit will be refunded after receiving No Dues Certificate from competent Authorities of concerned Departments.

6. The contract can be terminated by giving one month's notice in writing from either side.

7. If the contractual personnel leaves without notice or acceptance of notice of termination, the amount due, i.e., consolidated pay payable will be forfeited, to the extent of notice period.

8. The contractual personnel shall not claim any right/ title/ interest at par with the regular employees of the Port.

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9. Engagement of the contractual personnel is subject to verification of antecedents by the Police. If any adverse report is received from the Police, his engagement is liable to be terminated forthwith.
10. Any other terms and conditions of contractual engagement at MbPA will be applicable.

**Annexure-IV****FORMAT FOR SELF DECLARATION CERTIFICATE****Dated:-****Subject:- Self declaration certificate for MbPA Young Professional programme.****I, <Mr./MS.> aged < > years, son/daughter of <Name of parent>, a resident of**  
\_\_\_\_\_**<Address> certify that the information provided herein above and the documents appended herewith is true and correct to the best of my knowledge and belief and nothing has been falsely stated or concealed therein. I understand that if the said information submitted is found to be false, appropriate action as deemed by MbPA will be taken. I also declare that I shall not be working in any other organisation or register for any course requiring attendance in the class during the period of engagement.****(Signature)**

**Annexure – IV (B)****MUMBAI PORT AUTHORITY****Application Form**

Application for the position of **Jr. Professional Intern(Civil) purely on Contract basis.**

Affix pass-port size Photograph
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1. Name (In block letters) :
2. Address for communication :
3. Permanent address :
4. Landline No. : \_\_\_\_\_  
Mobile No. : \_\_\_\_\_  
E-mail id : \_\_\_\_\_
5. Date of Birth & Age : (dd/mm/yy) 


  
(self-attested proof to be (in years)  
enclosed)
6. Nationality :
7. Whether belongs to SC/ST/OBC :
8. Marital status :  
(Married/Unmarried)
9. Name of Father/Spouse :
10. Educational/Professional and : other qualifications. (Attested  
certificates to be enclosed)
11. (a) Details of present and past employments and experience.

Sl. No.	Qualificatio n	Name of Board/ University/ Institution	Duratio n of course	Year of passing	Percentag e of marks obtained

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Sl. No.	Name of the organisation	Position held	Annual pay	Period		Field/ sector in which experience gathered	Details of relevant experience
				From	To		

(b) Details of any other relevant proficiencies/ skills, if any :

12. Please mention details of outstanding achievement, if any, which was recognized by higher authority (enclose necessary documents) :

13. Any other information desired to be submitted by the applicant :

14. Contact details of Two references (email & number) : mobile

15. Enclosures :

#### Declaration

I do hereby declare that the particulars furnished above by me are correct to the best of my knowledge and belief. In the event of any information being found to be false or incorrect, my candidature/engagement may be cancelled/terminated without any notice.

Date:

Place:

(Signature of the Applicant)

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