



भारत सरकार
वित्त मंत्रालय, राजस्व विभाग
ICE HOUSE, 41/A, SASSOON ROAD, PUNE-411001
GOVERNMENT OF INDIA
MINISTRY OF FINANCE, DEPARTMENT OF REVENUE
OFFICE OF THE COMMISSIONER OF CUSTOMS
ICE HOUSE, 41/A, SASSOON ROAD, PUNE-411001

F.No. II/31-3/CON/Estt/Cus/12
Pune, the March 2015

RECRUITMENT NOTIFICATION

Sub. : Establishment – Recruitment for filling up of posts in Group ‘C’
Cadres in Customs Marine Wing in Customs Commissionerate, Pune

Application in the prescribed format are invited from Medically fit/ eligible Male candidates for recruitment to the following Group ‘C’ posts in the Customs Marine Wing in the jurisdiction of Commissioner of Customs, Pune.

| Sl. No. | Name of Post with Pay Band | No. of Vacancies | Age limit | Educational Qualification (Essential & Desirable) |
|---------|--|---|-------------------|--|
| 1 | SKIPPER MATE PB-2 Rs. 9300-34800 + Grade pay of Rs. 4200/- | 01 (Scheduled Caste) | 18 to 30 Years | Essential : i) Holder of 2 nd hand of fishing vessel certificate by MMD. ii) 10 th Class or equivalent iii) 5 years sea experience Desirable : Certificate of safety and survival at sea / first aid / fire fighting |
| 2 | ARTISAN PB-1 Rs. 5200-20200 + Grade pay of Rs. 2800/- | 06 (4- Unreserved Category 2- OBC) | 18 to 30 Years | Essential : i) Diploma in Mech./Electrical Engg. / National Certificate of vocational training / Apprenticeship in reputed craft building yard in hull construction in Fibre Class Re-inforce Plastic with minimum 4 years experience. ii) Two years practical experience on Diesel Engine repair / Electrical and Electronic equipment repairs / Fibre Class Re-inforce Plastic and wooden craft repairs. Desirable : i) Sea experience ii) Experience of repairs on small craft |
| 3 | SUKHANI PB-1 Rs. 5200-20200 + Grade Pay of Rs.2400/- | 01 (Scheduled Caste) | 18 to 30 Years | Essential : i) 8 th Standard Pass ii) 7 years service on Sea going vessel with 2 years experience in independent handling of mechanized craft fitted with auxiliary sails Desirable : i) Certificate of competency for inland Master Second Class (or) ii) Certificate of Service & iii) Matriculation or equivalent |

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|---|---|---|-------------------|--|
| 4 | TINDEL PB-1 Rs. 5200-20200 + Grade pay of Rs. 2400/- | 01 (Scheduled Caste) | 18 to 35 Years | Essential : i) 8 th Standard Pass ii) 10 years service on sea going vessel with 5 years experience in independent handling of mechanised craft fitted with auxiliary sails. Desirable : i) Certificate of competency for inland Master Ist Class (or) ii) Certificate of Service iii) Matriculation or equivalent |
| 5 | STOREKEEPER PB-1 Rs. 5200-20200 + Grade pay of Rs. 2400/- | 01 (Unreserved Category) | 18 to 30 Years | Essential : i) 10 th Class or equivalent ii) Minimum of 4 years experience in store keeping in automobile/Engineering/ accounting/procurement duties of Engineering and General Stores. Desirable: i) Good knowledge in Typing ii) Previous storekeeping experience in Government/ Semi Government organisation. iii) Knowledge of English / Hindi iv) Certificate in fire or fighting or Industrial or safety or fire aid course. |
| 6 | SENIOR DECK HAND PB-1 Rs. 5200-20200 + Grade pay of Rs. 2000/- | 01 (Scheduled Caste) | 18 to 30 Years | Essential : i) 8 th Standard Pass ii) 5 Years service on sea going vessel with two years in helmsman and seamanship work Desirable : i) Certificate of fishery training School ii) Matriculation or equivalent |
| 7 | TRADESMAN PB-1 Rs. 5200-20200 + Grade pay of Rs. 1900/- | 04 (1 – Scheduled Caste, 3 – Unreserved Category) | 18-25 Years | Essential : i) I.T.I. Certificate in Mechanic/Diesel/Mechanic/Fitter/Turner/ Welder/ Electrician/ Instrumental/ Carpentry. ii) 10 th Class or equivalent iii) 2 yrs. Experience in Engineering / Automobile/ Ship Repair organisation Desirable : i) Experience in FRP * lamination and repair work. * (Fibre class Reinforce Plastic) ii) First aid / Fire fighting / Industrial safety Course |
| 8 | LAUNCH MECHANIC PB-1 Rs. 5200-20200 + Grade pay of Rs. 2400/- | 01 (Scheduled Caste) | 18 to 30 Years | Essential : i) 8 th Standard Pass ii) 5 years service on sea going vessel with one year independent charge of engine and auxiliary machinery Desirable : i) Certificate of competency for inland Driver Class-II ii) Certificate of service iii) Matriculation or equivalent |
| 9 | SEAMAN PB-1 Rs. 5200-20200 + Grade pay of Rs. 1800/- | 08 (3 – Scheduled Caste, 5 – OBC) | 18 to 25 Years | Essential : i) 10 th Class or Equivalent ii) Three years experience in sea going mechanized vessel with two years in helmsman and seamanship work. Desirable : i) Certificate of competency as 'Mate of fishing vessel' issued by Marine Mercantile Department |

Note : Upper Age limit relaxation to :

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| Central Govt. Civilian Employee | 5 years for the posts at Sl. No. 01 to 09 in respect of employees who have rendered not less than 3 years regular and continuous service as on closing date |
| Ex-Serviceman | For all posts, 3 years beyond the upper age limit after education of the military service rendered from the actual age, as on closing date. |
| OBC (not creamy layer) | 3 years against reserved posts as on closing date |
| Scheduled Caste (SC) Scheduled Tribe (ST) | 5 years against reserved posts as on closing date |

NOTE : Age limit will be counted as on closing date of receipt of the Applications.

General Conditions :

1. The Experience Certificate must contain period with dates, names of the post held, salary drawn and nature of work done etc.
2. The selection of the candidates will be based on Written Examination, if any, Interview and / or Skill test as the case may be and also subject to Medical Fitness.
3. Photographs passed on the application shall be duly signed.
4. No Travelling Allowance will be paid for the test / Interview / Skill test.
5. Candidates with higher qualification may also apply.
6. Service candidates should apply through proper channel with a Certificate from the Head of Department that there is no disciplinary / vigilance cases is pending against them
7. Canvassing in any form will be disqualification and candidature of such candidates is liable to be summarily rejected.
8. Incomplete or unsigned application and application received without photographs or proper enclosures or received after due date will be summarily rejected.
9. Mere submission of application will not confer any right on the applicant to be called for written test.
10. There is no Application Fee.
11. The Department reserved its right to accept or reject the candidature of any applicant and / or to cancel the recruitment at any stage without assigning any reason whatsoever.
12. The selected candidates are liable to be posted anywhere in the jurisdiction of the Customs, Commissionerate i.e. within Ratnagiri and Sindhudurg District.
13. The detailed advertisement and Application Proforma, educational qualification and terms and conditions can be downloaded from the website www.cbec.gov.in and www.punecustoms.nic.in
14. Separate Application form should be submitted to each post. The envelope (28Cms x 13 cms) containing the application must be super-scribed in bold letters as **'APPLICATION FOR MARINE WING POST – CUSTOMS COMMISSIONERATE, PUNE** and also indicate the **POST APPLIED FOR and CATEGORY** at the left side corner of the envelope.
15. The Application form in the above prescribed format in legal size paper along with relevant attest photo copies of educational qualification, proof of age, category, essential & desirable certificates etc. wherever necessary and four unsigned passport size photographs and two self addressed unstamped envelopes of 25 cms x 12 cms are to be sent by **ORDINARY POST ONLY** addressed to :

THE JOINT COMMISSIONER OF CUSTOMS (P&V)
O/o THE COMMISSIONER OF CUSTOMS, PUNE
41-A, ICE HOUSE, OPP. WADIA COLLEGE,
SASSOON ROAD, PUNE – 411 001
Phone : 020 – 26119631, email-id : cus pune.estt.conf l@gmail.com

Closing dae for receipt of Application Forms : The application forms complete in every respect much reach this office on or before 15-04-2015 by ordinary post only. Application received after the closing date or incomplete in any respect shall be summarily rejected and no communication in respect of the rejected application forms shall be entertained. This office shall not be responsible for any postal delays.
(Note : Applications sent by Speed Post / Registered Post / Courier will not be accepted.)

Sd/-
(S.M. PANDEY)
JOINT COMMISSIONER(P&V)
CUSTOMS, PUNE

10(a) : State/ City / Branch of Employment Exchange Registered with (if Registered):

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11. Educational Qualification & Experience

(a) Essential

| Sl.No. | Name of exam / Experience | Year of passing / Length of service | Certificate issuing Authority | Remarks |
|--------|---------------------------|-------------------------------------|-------------------------------|---------|
| | | | | |

(b) Desirable

| Sl.No. | Name of exam / Experience | Year of passing / Length of service | Certificate issuing Authority | Remarks |
|--------|---------------------------|-------------------------------------|-------------------------------|---------|
| | | | | |

12. Category – Specify the Category – SC/ ST / OBC / GEN

13. If Ex-Serviceman seeking age relaxation – (Put ✓ mark if applicable)

If Central Government / Civilian Employee seeking age relaxation
(Put ✓ mark if applicable)

14. Details of service rendered by Central Government Civilian Employee / Ex-Serviceman

| Ministry/ Department/ Office | Date of Appointment | Length of Service | Date of Discharge | Details of last Unit / Corps. |
|------------------------------------|---------------------|-------------------|-------------------|-------------------------------|
| | | | | |

I hereby declare that

- (a) I have read all the provisions in the notification carefully and hereby undertake to abide by them
- (b) All the statements made in this application are true, complete and correct to the best of my knowledge and belief
- (c) I fulfil all the conditions of eligibility regarding age limits, educational qualifications, desirability etc. prescribed in the notification.

I understand that in the event of any information being found suppressed / false or incorrect or ineligibility being detected before or after my selection, **my appointment is liable to be cancelled.**

Place :

Date :

(Signature of the Candidate)

- Application without signature of the candidate and application incomplete in any aspect will be rejected.

DUTIES OF DECK CREW

1. SKIPPER MATE

- i) The Skipper mate is to assist the Skipper in the conduct of all his duties.
- ii) At sea, the Skipper-mate is to directly involve himself in the navigation of the boat under the charge of the Skipper.
- iii) At sea, when the Skipper is indisposed, he is to handle the craft and navigate the same under instructions from Boat Engineer.
- iv) In harbour, he is responsible for the cleanship of the craft. The Senior Deck Hand and all the Seamen will work under his instructions.
- v) When approaching and boarding a suspect vessel, he is to remain alert and ensure utmost vigilance by the Senior Deck Hand and the Seaman present in the craft.
- vi) In absence of Skipper he has to take charge of boat, its fittings, portable units and cleaning gear.
- vii) Any other duties assigned by Skipper/Engineer.

2. TINDEL

- i) As in-charge, the Tindel will hold command of boat.
- ii) Carry out overall supervision of all crew members, ensure proper employment of crew for cleanliness and maintenance of craft.
- iii) He is responsible for craft husbandry, maintenance of life saving appliances, First aid, Firelights equipments and navigational lights.
- iv) Take utmost care in handling of Craft while leaving and entering harbour, in pilotage water, boarding vessels, securing bows and other intricate seamanship operations.
- v) He is responsible for safety, security and material efficiencies of the craft and welfare, discipline of entire crew of the boat. He will take all precautions against fire, flood and theft.
- vi) He is to ensure that at no time the boat to sail without proper orders.
- vii) He is to report in consultation with Engine Driver, Launch Mechanic for any serious damage to the boat, any equipment or machinery to higher authorities.
- viii) He is to carry out muster all items, spares, equipment under his charge every six months.
- ix) He is to ensure that the vessel is taken on hard for timely bottom maintenance as per maintenance schedule guideline.
- x) He is to maintain daily logbook/ events of the craft and documents are maintained properly.
- xi) He is to ensure proper victuling and diesel oil and fresh water is stored on board prior to sailing.

3. SUKHANI

- i) Sukhani is second in command of boat under Tindel and will assist Tindel in discharging of his functions.
- ii) At sea, the Sukhani is to directly involve himself in the navigation of the boat under the charge of Tindel.
- iii) He is responsible to Tindel for cleanliness and maintenance of craft husbandry, navigational lights, equipments and steering gears.

- iv) He will carry out normal helmsman watch-keeping duties at sea and harbour.
- v) He will assume the charge of the craft during the absence of Tindel.
- vi) Sukhani as in-charge is responsible for safety, welfare, and discipline of entire crew of the boat and its fitting, portable units and cleaning gears. He will take all precautions against fire, flood, and theft.
- vii) He is to ensure that at no time the boat to sail without proper orders.
- viii) He is to report in consultation with Engine Driver/ Launch Mechanic for any serious damage to the boat or equipment of machinery to higher authorities.
- ix) He is to carry out muster all items, spares, equipment under his charge every six months.
- x) He is to ensure proper employment of crew for cleanliness/ maintenance of boat especially to life saving/ fire fighting/ first-aid equipment.
- xi) He is to ensure the vessel is taken on hard for timely bottom maintenance as per maintenance schedule guideline.
- xii) He is to maintain daily logbook / events of the craft and other documents are maintained properly.
- xiii) He is to ensure proper victuling and diesel oil and fresh water is stored on board prior to sailing.

4. SENIOR DECK HAND

- i) The Senior Deck Hand is a working hand who may be called upon to do all jobs onboard including cleanliness.
- ii) He will take charge of the seamen onboard and preserve order for the day to day work wherever the seamen are employed.
- iii) He is to carry out security duties as required at sea and harbour.
- iv) At Sea, he is to assist all the senior staff to seamanship and other duties as assigned to him. When approaching suspect craft/ vessel, he is to man the Light Machine Gun in the absence of Sepoy.

5. SEAMAN

- i) Seaman is responsible to Tindel/ Sukhani for maintenance and upkeep of boat anchors, anchor handling, fitment, ropes and fenders.
- ii) He will carry out daily maintenance and cleaning of decks, wheelhouse and living space.
- iii) He will carry out normal helmsman watch keeping, lookout/ guarding duties at sea and security duties in harbour during day and night posting.
- iv) He is to assist all the staff in general duties, cleaning and pumping out bilges and evolution.
- v) He is to assist in carrying out the regular quarterly/ half-yearly bottom maintenance of hull, lowering and hoisting of vessel, thoroughly scrubbing, cleaning and applications anti-fouling paint.

DUTIES OF ENGINE CREW

1. LAUNCH MECHANIC

- i) To assist Engine Driver in his duties and assume charge of Engine Driver during his absence.
- ii) As in-charge, the Launch Mechanic is responsible for all machinery and equipment of boat for their safe operations.
- iii) He is to ensure proper watch keeping is carried out at sea and in harbour on running main and auxiliary machinery
- iv) He is to carryout daily/ weekly maintenance of main and auxiliary machinery and keep machinery compartment clean at al time.
- v) He is to maintain machinery running hours, logbook and defect book.
- vi) He is to ensure proper stock of HSD and lubricants held on boat prior to sailing and maintain proper account of P.O.L.
- vii) He shall be responsible for safety and security of the machinery in harbour & at sea and take all instructions given by the craft in-charge Sukhani/ Tindel as the case may be.
- viii) He is to take all necessary precautions against fire and flooding.
- ix) He is to report in consultation with Sukhani/ Tindel of the craft to the superior authorities regarding serious damage/ defect to the boats, its equipment and machinery. The report is to be signed by both.
- x) He is to carry out muster of tools, spare under his charge every six months.

DUTIES OF WORKSHOP STAFF

1. ARTISAN

- i) He will be responsible to Engineer/ Workshop Manager for day to day repair and maintenance work and timely completion of repair job.
- ii) He will carryout the repairs/ defect rectification/ maintenance of equipments/ machinery fitted in boats/ workshop as per the direction of Engineer/ Workshop Manager.
- iii) He will be responsible for safety and security of all equipments under his charge in the section.
- iv) He will maintain Job Card/ Workbook for repair/ maintenance carried out.
- v) He will raise demand for spares/ equipments/ tools etc. on workshop/ Stores Yard.
- vi) He will assist in finalisation of unserviceable/ BER/ scrap items for disposal.
- vii) He will be responsible for proper utilisation and accounting of store/ spares received by him from the Workshop Store section.
- viii) Any other duty assigned by superior officer.

2. TRADESMAN

- i) Tradesman may be called upon to do work in workshop/ stores, store yards and department vessel/ craft.
- ii) He is to assist Artisan in repair and maintenance of all machinery/ equipment sent for repairs in the workshop by respective Boat Engineers/ Boat in-charge.
- iii) He is to clean, maintain all equipment, machinery, and spares & tools held in their section.
- iv) Any other duty assigned by the superior officer.

DUTIES OF CSY STAFF

1. STOREKEEPER

- i) Storekeeper is to assist Senior Storekeeper in carrying out his duties and responsibilities and in the absence of Senior Storekeeper, he will carry out his duties.
- ii) To hold and receive the store in his custody duly inspected by respective engineer.
- iii) He is to review spares position and requirement of critical spares regularly and initiate timely procurement and certify on the reverse of the bill for their receipt and accounting.
- iv) He is to maintain proper account/ records of receipt and dispatch and make proper entries in the ledger for issue of stores to outstation formation and workshop on their demand.
- v) He is responsible for preservation of stores, arrange the store as per laid down instructions and cleanliness of entire store section.
- vi) He is to prepare store returns as per the instructions & procedure laid down.
- vii) He is to maintain proper level of inventory for spares and equipments.
- viii) He is to ensure for safety and security of store section against pilferage and fire hazard.
- ix) He is to utilise Asstt. Storekeepers, Tradesmen and Unskilled Indl. Workers working under him effectively for maint. and cleanliness of spares/ equipment held in the store.
- x) He is to prepare annual stock taking as and when ordered and muster all spares/ equipment held in the store as per instructions in force.
- xi) He is to assist in clearing local consignment or consignment received from foreign supplier by Air or by Sea.
- xii) Any other duty assigned by superior officer.

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