



भारत सरकार
मंत्रालय पोर्ट, शिपिंग और जलमार्ग
मुख्य अभियंता एवं प्रशासनिक अधिकारी
अंडमान लक्षद्वीप बंदरगाह कार्गो
श्री विजयापुरम 714101

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Government of India
Ministry of Ports, Shipping & Waterways
Office of the Chief Engineer & Administrator
Andaman Lakshadweep Harbour Works
Sri Vijaya Puram 714101

Website : <http://andssw1.and.nic.in/alhw>

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No.ALHW/ADM/1/6/2024-Estt-HO/6364

dated: 15-09-2025

CIRCULAR

SUB: Filling up the post of Accounts Officer (Group -B Gazetted) in Level 8 of Pay Matrix (Pre-revised ₹7500-12000/ ₹ 9300-34800 + GP ₹ 4800) in ALHW on Re-employment basis -reg.

One post of Accounts Officer, in Level 8 of Pay Matrix in the Andaman Lakshadweep Harbour Works, Port Blair, Andaman & Nicobar Islands (Sub-ordinate Organisation under the Ministry of Port Shipping & Waterways) is proposed to be filled up the post on re-employment basis. Applications are invited from eligible Armed Forces Personnel who are due to retire or to be transferred to reserve within a period of one year and having a minimum of 5 years experience of cash, Accounts and Budget Work shall also be considered. Such officers shall be given deputation terms upto the date on which they are due for release from the Armed Forces and thereafter they may be continued on re-employment basis. The pay fixation of re-employed pensioners on re-employment in Central Government, including that of Defence Forces personnel/officers, is being done in accordance with Central Civil Services (Fixation of Pay of Re-employed Pensioners) Orders, 1986, issued vide this Department's O.M. No. 3/1/85-Estt. (Pay II) dated 31 st July 1986 & O.M. No. 3/3/2016-Estt. (Pay II) dated 01st May 2017 (as revised from time to time).

Place of posting of the selected candidates will be at Sri Vijaya Puram (Port Blair). The last date for receipt of application is within 60 days from the next day after the date of publication. For further details please visit link: andssw1.and.nic.in/alhw

Admn-1
TM-1
51433



(A.Kuppusamy)
ADMINISTRATIVE OFFICER (ALHW)

ANNEXURE – I

1. Name of the post : Accounts Officer
2. Scale of pay : Level -8 of Pay matrix
(Pre- revised ₹7500-12000/ ₹9300-34800+GP ₹4800)
3. Classification of post : General Central Service
Group-B Gazetted (Ministerial)
4. Place of Posting : Office of the Chief Engineer & Administrator,
Andaman Lakshadweep Harbour Works
Sri Vijaya Puram, Andaman & Nicobar Islands.
5. Eligibility : As detailed below.

For Re-employment:-

The Armed Forces personnel who are due to retire or to be transferred to reserve within a period of one year and having a minimum of 5 years experience of cash, Accounts and Budget Work shall also be considered. Such officers shall be given deputation terms upto the date on which they are due for release from the Armed Forces and thereafter they may be continued on re-employment basis. Such officers shall be given deputation terms upto the date on which they are due for release from Armed Forces and thereafter they may be continued on re-employment basis (re-employment upto date with reference to the date of superannuation for Civil Posts.)

NOTE : It is requested that the name of willing and eligible officers under your control including those officers of autonomous and statutory bodies may be forwarded to the address given below together with their copies of APAR dossiers for the last 5 years duly attested (on each page) alongwith two copies of their Bio-data duly signed in the enclosed proforma (Annexure –II) by an officer not below the rank of Under Secretary. Incomplete applications as well as those received otherwise through proper channel will not be considered. The applications/CV not accompanied by supporting certificates/documents in support of Qualification and Experience claimed by the candidates would not be processed for determining the eligibility of the candidates for the selection. **Point given in Annexure –III should be noted to while forwarding the application.**

ADDRESS

The Chief Engineer & Administrator,
Andaman Lakshadweep Harbour Works,
Post Box No.161, Sri Vijaya Puram – 744 101,
Andaman & Nicobar Islands.

3. While forwarding the applications, the sponsoring authorities are required to give the following certificates.

- (i) Vigilance Clearance
- (ii) Integrity and
- (iii) Major/Minor penalty imposed (in the last 10 years)

4. The last date for receipt of application is within 60 days from the next day after the date of publication.

Digitally signed by
Kuppusamy A

Date: 15-09-2025

(A. Kuppusamy)

ADMINISTRATIVE OFFICER (ALHW)

APPLICATION PROFORMA FOR RE-EMPLOYMENT

POST APPLIED FOR						
1	Name					
2	Date of Birth (DD/MM/YYYY)					
3	Date of Retirement in the parent organization (DD/MM/YYYY)					
4	Present Address					
5	Permanent Address					
6	Contact No.					
7	Whether belongs to SC/ST/OBC					
8	Nationality/ Religion					
9	Education & Professional qualifications (starting with the last degree till high school or matriculation level)					
Sl - No.	Qualification	Year of passing	Institute/Board/ University/College (along with place)	Subjects	Marks obtained and Division	
10	Details of employment in chronological order					
	Ministry/ Department office/Institute	Post held	From	To	Scale of pay and basic pay(as per 7 th CPC)	Nature of Duties
11	Nature of present employment i.e., Permanent or Temporary or Ad-hoc					
12	Whether you meet the requirements of the post applied for					
13	Additional information, if any, which you would like to mention in support of your suitability for the post					
14	List of enclosures attached					

UNDERTAKING

I solemnly affirm that the information submitted above is correct to the best of my knowledge & belief. I also undertake that in the event of my selection to the event of my selection to the above post. I will not withdraw my candidature or decline the post when offered.

Date:
Place:

Signature of the candidate

Countersigned
(Present Employer with stamp)

**PROFORMA OF CERTIFICATE FOR EMPLOYED
OFFICIALS**

I hereby with the information available certify that shri.....
(Name) No.....(Rank) would complete the prescribed period of
appointment on(dates).

Place:
Dated:

Signature
Commanding officer
Official seal

UNDERTAKING TO BE GIVEN BY THE CANDIDATE

I understand that, if selected on the basis of the recruitment/ examination to which this application relates, my appointment will be subject to my producing documentary evidence to the satisfaction of the Appointing Authority that I have been duly released/ retired/ discharged from the Armed Forces and that I am entitled to the benefits admissible to ex-servicemen in terms of the Ex- Servicemen (Re-employment in Central Civil Services and Posts) 1979, as amended from time to time.

2. I also understand that I shall not be eligible to be appointed to a vacancy reserved for Ex-Serviceman in regard to the recruitment covered by this examination, if I have at any time prior to such appointment, secured any employment on the civil side (including Public Sector Undertakings, Autonomous Bodies/ Statutory Bodies, Nationalized Banks, etc.) by availing the concession of reservation of vacancies admissible to Ex-Servicemen.

Place:
Dated:

Signature of Candidate

Annexure-III

Points to be noted by the Borrowing/ Parent Department/ Office to be highlighted in DOP&T circular for compliance by the Ministries/ Departments

1. Vigilance Clearance will not normally be granted for a period of 3 years after the currency of punishment, if a minor penalty has been imposed on an officer. In case of imposition of a major penalty, Vigilance Clearance will not normally be granted for a period of 5 years after the currency of punishment in terms of DOP&T O.M. No.11012/11/2007-Estt.(A) dated 14.12.2007.
2. While forwarding applications in respect of officers who are about to complete their 'cooling-off' period shortly the instructions of DOP&T as contained in O.M. No.2/1/2012-Estt.(Pay.11) dated 04.01.2013 may be strictly adhered to.
3. A copy of the Application format may be provided by the Borrowing Department in their website in a downloadable form as Word Document along with the advertisement.
4. In the case of a vacancy already existing at the time of issue of communication inviting nominations/ publication in the Employment News, the eligibility may be determined with reference to the last date prescribed for receipt of nominations in the concerned administrative Ministry/Department. In the case of an anticipated vacancy, the crucial date for determining eligibility should be the date on which the vacancy is expected to arise.
5. It shall be prominently mentioned in the vacancy circular/ advertisement that the applications/CV not accompanied by supporting certificates/ documents in support of Qualification and Experience claimed by the candidates would not be processed for determining the eligibility of the candidates for the selection.

6. Crucial date for determining the eligibility of the applicants will be counted after excluding the first date of publication of the vacancy/ post in the Employment News. i.e., For the vacancy published in the Employment News of 18-24 Jan. 2014, the crucial date will be counted from the 19th Jan. 2014 (excluding the first date of publication).

7. To facilitate determination of eligibility of the applicants working in Public Sector Undertakings/ Autonomous organizations not following the Central Government Scales, their equivalent scales of pay/posts may be confirmed by the borrowing Department. Where necessary, details in this regard may also be ascertained from the lending Department.