

F. No. SY-19014/22/2024-MA (365826)

भारत सरकार/Government of India

पत्तन, पोत परिवहन और जलमार्ग मंत्रालय/Ministry of Ports, Shipping and Waterways
(Marine Administration & Marine Security Section)

परिवहन भवन/Transport Bhawan
1, संसद मार्ग/1, Parliament Street
नई दिल्ली/ New Delhi-110001
Dated: 05.03.2026

OFFICE MEMORANDUM

Sub: Request for wide publicity of the Vacancy - Post of Seamen's Provident Fund Commissioner, SPFO, Mumbai - reg.

The undersigned is directed to forward herewith a copy of DGS' Letter No. 22-51/1/2025-PER-DGS dated 05.02.2026, enclosing a vacancy circular for filling up post of Seamen's Provident Fund Commissioner (SPFO), Mumbai on deputation (including short-term contract) plus promotion basis.

2. DGS has informed that the advertisement was published in the Employment News dated 31st January – 06th February, 2026. The vacancy circular, along with eligibility conditions and the prescribed application form is enclosed. Further, the complete advertisement and subsequent updates are also available on the Directorate's official website i.e. www.dgshipping.gov.in.

3. In view of above, the IT Division, MoPSW is requested to publish/upload the enclosed vacancy circular on the Notice Board/website of this Ministry, for wider publicity.

Encl: As above.



(Manish Kumar Yadav)

Under Secretary to the Govt. of India

Tele: 23717731

Email: usma-psw@gov.in

soma2-ship@gov.in

To

US (IT), MoPSW

Copy for information to:

The Deputy Director General of Shipping (Persnn.), DGS, Mumbai



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भारत सरकार / GOVERNMENT OF INDIA
पत्तन, पोत परिवहन और जलमार्ग मंत्रालय
MINISTRY OF PORTS, SHIPPING AND WATERWAYS

नौवहन महानिदेशालय, मुंबई
DIRECTORATE GENERAL OF SHIPPING, MUMBAI

शीघ्र डाक
SPEED POST

File No. 22-51/1/2025-PER-DGS

Dated: 05.02.2026

To,
All Concerned Departments/Organizations (As per attached list).

05 FEB 2026

Subject: Request for Wide Publicity of the Vacancy – Post of Seamen's Provident Fund Commissioner, SPFO, Mumbai

Sir,

Kind reference to the above subject, it is to inform that the Directorate General of Shipping has issued a vacancy circular inviting applications for the post of Seamen's Provident Fund Commissioner in the Seamen's Provident Fund Organization (SPFO), Mumbai on deputation (including short-term contract) plus promotion basis.

The advertisement was published in the *Employment News* dated 31st Jan to 06th Feb, 2026,

In connection with above, it is kindly requested to take necessary action to give wide publicity to the said vacancy within your organization and among eligible and interested officers through appropriate means such as:

1. Circulation through official channels and notice boards
2. Upload on departmental websites/intranets
3. Distribution through relevant HR and admin wings
4. Any other internal modes of communication

Enclosed herewith are the following documents for reference and circulation:

1. Vacancy Circular (including eligibility details and application form)

The complete advertisement and updates can also be accessed on the Directorate's official website: www.dgshipping.gov.in.

This is issued with the approval of the competent authority.

Yours faithfully

Encl: As stated above.

(Major Anutosh Singh)
Assistant Director General of Shipping

9वीं मंजिल, बीटा बिल्डिंग, आई थिंक टेक्नो कैंपस, कांजुर गाँव रोड, कांजुरमार्ग (पूर्व) मुंबई- 400042

9th Floor, BETA Building, I-Think Techno Campus, Kanjur Village Road, Kanjurmarg (E), Mumbai-400042

फोन/Tel No.: +91-22-2575 2040/1/2/3 फैक्स/Fax.: +91-22-2575 2029/35 ई-मेल/Email: dgship-dgs@nic.in वेबसाइट/Website: www.dgshipping.gov.in

File No. SY-19014/22/2024-MA (Computer No. 365826)

GOVT. OF INDIA
MINISTRY OF PORTS, SHIPPING AND WATERWAYS
DIRECTORATE GENERAL OF SHIPPING,
BETA BUILDING, 9TH FLOOR,
Kanjur Marg (East), Mumbai-400 042

VACANCY CIRCULAR

F.No. 22-51/1/2025-PER - DGS

Dated 14.01.2026

Sub: Release of advertisement in the Employment News/Rojgar Samachar for filling up the post of Seamen's Provident Fund Commissioner on deputation (including short term contract) plus promotion in Seamen's Provident Fund Organization, Mumbai.

1. It is proposed to fill up the post of Seamen's Provident Fund Commissioner, Mumbai, through deputation (including short-term contract) plus promotion. The essential qualification experience etc. required for the post is given in the enclosed Annexure-I (pages 1 & 2). The period of deputation, including the period of deputation in another ex-cadre post held immediately preceding this appointment, in the same organization /department, shall not ordinarily exceed (four) 4 years.
2. Applications in triplicate, in the given enclosed proforma Annexure-II (pages 1 & 2), along with the complete and up-to-date 'APAR' dossiers (or photocopies of APARs for the last five years, duly attested by a Group 'A' Gazetted Officer) of the officer, who can be spared the event of his/her selection may be sent to this Directorate General of Shipping, Mumbai within 45 days from the date of publication of this advertisement in the Employment News Rozgar Samachar. Applications received after the last date or without the ACRS/APARS (or attested photocopies of the APARs) or otherwise found incomplete will not be considered. While forwarding the application, it may be certified that no disciplinary proceedings are being contemplated/are pending against the officer. The following particulars shall also be furnished:
 - (i) Complete particulars in the proforma (Annexure-II)
 - (ii) Vigilance clearance
 - (iii) Integrity certificate
 - (iv) Statement of major/minor penalty, imposed, if any during the last ten years.
3. Applications received through proper channel only will be entertained. If any candidate fails to join the post or withdraw the nomination on finalization of his name either on personal grounds or the refusal of the cadre to relieve him will be debarred for five years for further deputation this office and also the same will be informed to DOPT for further necessary action at their end.
4. The detailed advertisement along with all the proforma mentioned above can be downloaded from this office website- www.dgshipping.gov.in

Deependra Singh Bisen
14 Jan 26

(Deependra Singh Bisen)
Dy. Director General of Shipping (Personnel)
Tele No.022-25752015

ANNEXURE-1

Qualification, experience and other detail required for the post of Seamen's Provident Fund Commissioner in the Seamen's Provident Fund Organization, Mumbai

1	Name of the post	Seamen's Provident Fund Commissioner
2	Number of posts	1
3	Classification	Group 'A'
4	Scale of Pay	Level-12 (Rs.78800-209200)
5	Period of deputation	4 (four) years
6	Duties and Responsibilities	<p>(i) Secretary of the Board of Trustees SPFO, Convening Board meeting and implementation of decision/directives of the Board.</p> <p>(ii) Inquiry Officer with judicial, quasi judicial and other functions vested under section 9.10 and 18 of the Seamen's Provident Fund Act, 1966.</p> <p>(iii) To manage and maintain Provident Fund accounts and claims for settlement of provident Fund dues, complaints grievances etc. of all the seamen members.</p> <p>(iv) Chief Executive officer of SPFO</p>
7	Experience and Eligibility for the post.	<p>Officers under the Central Government or State Governments or Union Territory Administration or Public Sector Undertaking or Universities or recognized research institution or Semi-Government or Autonomous or Statutory Organizations.-</p> <p>a)</p> <p>(i) Holding analogous post on regular basis in the parent cadre or department; or</p> <p>ii) with five year's service in the grade rendered after appointment thereto on a regular basis in the post in level-11 (Rs. 67,700-2,08,700) in pay matrix or equivalent.</p> <p style="text-align: center;">And</p> <p>(b) Possessing the following educational qualification and experience, namely:-</p> <p>Essential:</p> <p>(i) Degree from a University or institute; recognized</p> <p>(ii) Ten years experience in Establishment, Administration and Accounts matters in a Government Department.</p> <p>Desirable:</p> <p>Post graduate diploma in Management (Finance) or Master of Business Administration (Finance) or Degree in Law or integrated five years Degree in Law or Company Secretary or Chartered Accountant or Cost and Management Accountant from recognized University or Institute.</p> <p>Note 1: The departmental administrative-cum-accounts officer in level 10 (Rs. 56,100-1,77,500) in the pay</p>

		<p>matrix with ten years of regular service in the grade shall also be considered along with deputationists and if such person is selected, the post shall be deemed to have been filled up by promotion.</p> <p>Note 2: The departmental officers in the feeder category who are in direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>Note 3: Period of deputation (including period of deputation) in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the central government shall ordinarily not to exceed four years.</p> <p>Note 4: The maximum age limit for appointment by deputation (including sort term contract) shall be not exceeding fifty six years as on the closing date of receipt of applications.</p>
8	Place of duty	Seamen's Provident Fund Organization, Mumbai.

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Application for the Post of Seamen's Provident Fund Commissioner, in the Seamen's Provident Fund Organization, Mumbai

BIO-DATA PROFORMA:

1	Name and address in block letters			
2	Date of birth (in Christian era)			
3	Date of retirement under Central/State Government rules			
4	Educational qualifications :			
5	Whether educational and other qualifications required for the post are satisfied: (If any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same.)			
		Qualification /Experience required	Qualification /Experience possessed by the officer	
Essential :	(i)			
	(ii)			
	(iii)			
Desirable :	(i)			
	(ii)			
6.	Please state clearly whether, in the light of entries made by you above, you meet the requirements of the post.			
7.	Details of employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient			
	Office/Institution/ Organisation	Post held	Period	Scale of Pay and grade pay * therein
			From To	Nature of duties
* Basic pay in the post being held on regular basis.				
8.	Nature of present employment i.e. ad-hoc or temporary or quasi-permanent or permanent.			
9.	In case the present employment is held on deputation/contract basis, please state :			
	(a)	The date of initial appointment.		
	(b)	Period of appointment on deputation/ Contract		
	(c)	Name of the parent office/organization to which you belong :		

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10	Additional details about present employment. Please state whether working under :	
	(a)	Central Government :
	(b)	State Government :
	(c)	Autonomous Organizations :
	(d)	Government Undertakings :
	(e)	Universities :
11	Are you in the revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale :	
12	Total emoluments per month now drawn :	
13	Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient :	
14	Whether belong to SC/ST:	
15	Remarks.	

Date:

Name & Signature of the candidate

Address-----

CERTIFICATE TO BE GIVEN BY HEAD OF DEPARTMENT/ OFFICE OF THE APPLICANT:

1. It is certified that the particulars furnished by the official are correct.
2. It is certified that no disciplinary/vigilance case is either pending or contemplated against the applicant and he/she is clear from the Vigilance angle.
3. The record of service of the official has been carefully scrutinized and it is certified that there is no doubt about his/her integrity.
4. It is certified that no major/minor penalty imposed on the Officer during last ten years.
5. All requisite documents including ACR/APAR dossiers are enclosed.

OFFICIAL SEAL

Date:
Place:

Countersigned
(Employer)

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