



INDIAN PORTS ASSOCIATION

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VACANCY CIRCULAR

Indian Ports Association invites application for the position of Dy. Director (Cruise) to strengthen the Cruise Bharat Mission Secretariat

Designation	Scale of Pay	No of Position	Place of Posting
Deputy Director (Cruise)	Rs. 60,000-1,80,000/- (Industrial Dearness Allowance Pattern)	01	Mumbai
Mode of Recruitment	Deputation from Traffic Officers of Major Ports		
Tenure	03 years (extendable as per organizational/mission requirements)		
Last Date for Receipt of Application	15.07.2026		

Indian Ports Association (IPA) is an apex body of Major Ports of India, established in 1966 under the Societies Registration Act, functioning under the Ministry of Ports, Shipping and Waterways. IPA facilitates the growth and development of ports through a coherent and coordinated approach for port development and capacity enhancement, focusing on efficiency improvement through technology upgradation and port connectivity enhancement.

The Cruise Bharat Mission Secretariat under IPA has been established with comprehensive objectives focusing on developing world-class cruise infrastructure, promoting cultural and natural destinations, enabling streamlined regulatory processes, and ensuring inclusive growth across three key segments – Ocean and Harbour Cruise, River and Inland Cruise, and Island Cruise. To strengthen the operational capabilities of the Mission Secretariat, applications are invited for the post of Deputy Director (Cruise) on deputation basis.

ELIGIBILITY CRITERIA:

Designation	Eligibility Criteria
Deputy Director (Cruise)	Deputation from Traffic Officers of Major Ports with: a) 02 years of Regular Service in the scale of pay of Rs. 50,000-1,60,000/- (Pre-Revised Rs. 10,750-16,750/-) OR b) 07 years of Regular Service in the scale of pay of Rs. 50,000-1,60,000/- (Pre-Revised Rs. 9,100-15,100/-)

KEY RESPONSIBILITIES:

1. Coordinate with Major Ports for development of cruise infrastructure.
2. Liaise with regulatory agencies for streamlining embarkation/disembarkation processes.
3. Assist in developing standard operating procedures for cruise operations.
4. Support the Mission Secretary in monitoring implementation of mission initiatives.
5. Coordinate with State Maritime Agencies and Tourism Departments.
6. Any other duties assigned by the Mission Secretary / Mission CEO

REMUNERATIONS & BENEFITS:

1. Pay and Allowances:

- a) Pay Scale: Pay scale of the post advertised and allowances as per IDA Pattern or parent pay scale, along with Deputation Allowance apart from other admissible allowances.
- b) Accommodation: Leased accommodation as per Association's policy in lieu of HRA admissible under X-Class Cities as per Government norms.
- c) Medical Facility: As per Association's policy, which will not be inferior to that available in the parent department.

2. Additional Benefits:

- a) Telephone/Mobile reimbursement as per IPA rules.
- b) Transport facility as per entitlement in accordance with the prevailing rules of IPA.
- c) Other benefits and facilities as may be decided by the Governing Body of IPA.

3. Tenure and Conditions of Service:

The initial appointment will be for a period of 3 years. This may be extended based on performance and organizational/mission requirements. The final terms and conditions of deputation will be decided by the Governing Body of IPA.

APPLICATION PROCEDURE:

1. Mode of Application:

- a) Application must be made in the prescribed format (**Annexure I**).
- b) Applications not in the prescribed format will be summarily rejected.

2. Submission Process:

Applications must be submitted through proper channel. An advance copy of the application may be sent directly to IPA, to save delay, through speed post to the following address, before the last date:

Executive Director (G)
Indian Ports Association
1st Floor, South Tower, NBCC Place,
Bhisham Pitamah Marg, Lodhi Rd,
New Delhi, Delhi 110003

Applications forwarded through proper channel along with all necessary documents only will be considered.

3. Important Dates:

- a) **Last Date for Receipt of Applications: 15.07.2026**

- b) **Tentative Timeline for Selection Process: August 2026** (exact dates will be communicated to shortlisted candidates)

HOW TO APPLY:

Application with all required enclosures shall be sent through Speed/Registered Post to:

**Executive Director (G)
Indian Ports Association
1st Floor, South Tower, NBCC Place,
Bhisham Pitamah Marg, Lodhi Rd,
New Delhi, Delhi 110003**

Subject Line for Email Applications: “Application for the post of Deputy Director (Cruise), Cruise Bharat Mission Secretariat – IPA”

GENERAL INSTRUCTIONS:

1. The crucial date for determining eligibility criteria, experience, and age limit shall be the last date of receipt of applications.
2. Age as on the crucial date should not exceed 57 years.
3. IPA reserves the right to cancel/restrict/modify the recruitment process, if needed, without issuing any further notice or assigning any reason thereof.
4. Mere fulfilment of eligibility criteria will not confer any right to be called for interview. IPA reserves the right to shortlist candidates for interview.
5. Candidates are advised to visit the IPA website regularly for updates regarding the recruitment process.
6. Any form of canvassing will lead to disqualification of candidature.
7. Any dispute with regard to this recruitment process will be subject to the courts/tribunals having jurisdiction over Delhi.
8. The selected candidate will be stationed at the New Delhi office of IPA and will work closely with various ports, regulatory agencies, and industry stakeholders under the Cruise Bharat Mission.
9. The position requires travel to various ports as part of official duties.

**Executive Director (G)
Indian Ports Association**

ANNEXURE - I
CV - PROFORMA

1. Name of Post Applied for:
2. Name & Designation:
3. Name of Service and year of joining:
4. Date of Birth (in Christian era):
5. Postal Address:
6. Mobile no. & Email:
7. Qualifications:
8. Details of employment in chronological order:

No.	Organization	Post held & Scale of Pay	From	To	CTC	Nature of duty
1.						
2.						
3.						

9. Present annual CTC:
10. Experience in Port Operations/Traffic/Cruise-related matters in any Government Department/Organization (if any):
11. 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):

Signature of the candidate with date

ENCLOSURES [To be furnished]

1. Date of Birth Proof
2. Duly filled application form (Annexure I)
3. Self-attested copies of all educational qualifications
4. Self-attested copies of all Experience certificates
5. Service records and Annual Performance Appraisal Reports for the last 5 years (certified by an officer not below the rank of Dy. HOD of a Major Port or Under Secretary in Government of India)
6. Vigilance clearance certificate
7. Statement of major/minor penalties, if any, imposed during the last 10 years
8. Cadre clearance/No Objection Certificate from present employer
9. Emoluments Proof
10. Any other relevant document