

GOVERNMENT OF INDIA
ARMED FORCES TRIBUNAL, PRINCIPAL BENCH

Phone : 26171027
Fax No : 26105361

West Block -VIII
Sector-1, R.K. Puram
New Delhi - 110066

F. No. 2(17)/2013/AFT/PB/Adm-1

15 Nov, 2018

VACANCY CIRCULAR

Applications are invited for filling up the following post in the Armed Forces Tribunal, Principal Bench, New Delhi on deputation initially for a period of three years and extendable as per DoP&T orders issued from time to time /on re-employment on contract basis for a period of one year from the candidates who fulfill the following eligibility conditions: -

Name of Post in Pay Band	No. of Post	Eligibility Conditions
Tribunal Master/ (Steno Grade-I) General Central Service Group 'B' Non Gazetted Ministerial PAY MATRIX LEVEL - 6 (Rs:35400-112400)	03	1. In case of deputation (Including Short Term Contract) : Stenographers of the Central Government or Armed Forces or State Government or Supreme Court or High Court or District Courts or Statutory/Autonomous bodies having pensionary benefits holding :- (i) the analogous post on regular basis in parent cadre or department; or (ii) post in the level 4 of the pay matrix (Rs 25500-81100) with 10 years regular service in the grade. 2. In case of re-employment : With qualifications and experience similar to deputationists.

2. The Pay & Allowances and other terms and conditions of the officer/official selected on deputation will be governed in accordance with DOP&T O.M No. 6/8/2009-Estt. (Pay-II) dated 17.06.2010, O.M even number dated 22 Apr, 2016, and O.M No 3/3/2016-Estt. (Pay II) dated 01.05.2017.

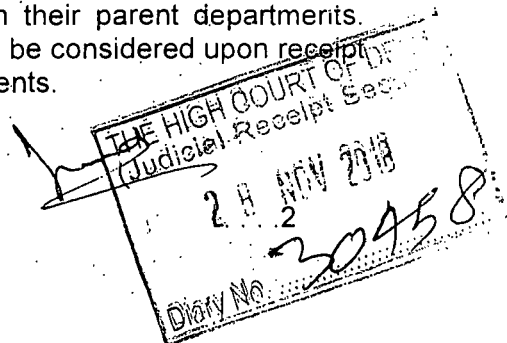
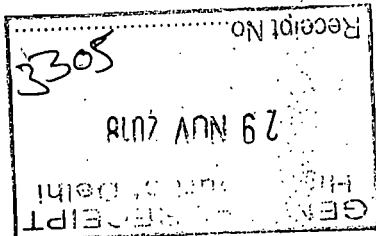
3. **Age Limit**

(a) **Deputation.** The maximum age limit for appointment on deputation shall not be exceeding 56 years as on the closing date of receipt of applications.

(b) **Re-employment on contract basis.** The maximum age limit for re-employment on contract basis is up to 64 years.

4. Please note that :-

(a) Applications for deputation should be routed through their parent departments. However, advance copy may be sent to this office, which will be considered upon receipt of the same from the parent office alongwith required documents.



Note: Applications Can be made only for re-employment on contract basis only.)

(b) Applications on re-employment on contract basis only from retired Central/State Govt. /Court Staff/Tribunals/Statutory bodies and Autonomous Bodies will be considered initially for one year and may be sent directly to Principal Registrar, Armed Forces Tribunal, Principal Bench, New Delhi on the prescribed format alongwith connected documents.

5. The application(s) in the prescribed Proforma (Annexure I) from eligible officers/officials who can be spared on deputation in the event of their selection may be forwarded by their Departments to the Principal Registrar, Armed Forces Tribunal, Principal Bench, Block- VIII, Sector-1, RK Puram, New Delhi - 110066 along with photo copies of the Annual Confidential Reports for the last five years and vigilance clearance certificate.

6. The applications in the prescribed Proforma (Annexure-II) by the retired persons for re-employment on contract basis may be sent directly to the Principal Registrar, Armed Forces Tribunal, Principal Bench, Block- VIII, Sector-1, RK Puram, New Delhi - 110066 along with relevant documents i.e. PPO, educational certificates, discharge book etc. where applicable.

7. Last date of receipt of application is **31.12.2018(Monday)**. Application received after the due date will not be considered.

8. It may please be noted that this Office is not yet enlisted in the Directorate of Estate for allotment of GPRA (General Pool Residential Accommodation), as such before filing application this aspect may please be kept in mind.



(L.R.Sharda)
Deputy Registrar

Enclosure: Annexure- I & II.

Distribution:-

1. All Ministries and Departments of Govt. of India.
2. The Principal Secretary, General Administration Department, Govt. of NCT of Delhi.
3. The Secretary General, Supreme Court of India, Tilak Marg, New Delhi.
4. The Registrar General, Delhi High Court.
5. The District Judge-1 & Sessions Judge, Tis Hazari Court, Delhi.
6. The Secretary General, National Human Rights Commission, New Delhi.
7. The Principal Registrar, Central Administrative Tribunal, New Delhi.
8. The Registrar, National Company Law Appellate Tribunal, New Delhi.
9. The Registrar, National Company Law Tribunal, New Delhi.
10. MoD, AFT, Cell, New Delhi.
11. Armed Forces Tribunal, Principal Bench, New Delhi Website – In-charge.
12. Guard File.

BIO-DATA/CURRICULUM VITAE PROFORMA

1. Name and Address (in Block Letters)		
2. Date of Birth (in Christian era)		
3. (i) Date of entry into service		
(ii) 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)		
Qualifications/Experience required as mentioned in the advertisement/circular	Qualifications/experience possessed by the officer	
Essential	Essential	
A) Qualification	A) Qualification	
B) Experience	B) Experience	
Desirable	Desirable	
A) Qualification	A) Qualification	
B) Experience	B) Experience	
5.1 Note : This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular/and issue of Advertisement in the Employment News.		
5.2 In the case of Degree and Post Graduate Qualifications. Elective/main subjects and subsidiary subjects may be indicated by the candidate.		
6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.		
6.1 Note : Borrowing Departments are to provide their specific comments /views confirming the relevant Essential Qualification/Work experience possessed by the Candidate (as Indicated in the Bio-data) with reference to the post applied.		
7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.		

Office/Institution	Post held on regular basis	From	To	*Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of Duties (in detail) highlighting Experience required for the post applied for

*Important: Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/Pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate may be indicated as below;

Office/Institution	Pay, Pay Band, and Grade Pay drawn under ACP/MACP Scheme	From	To
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 the applicant belongs.	d) Name of the post and Pay of the post held in substantial capacity in the parent organization
9.1 Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department alongwith Cadre Clearance, Vigilance Clearance and integrity certificate.			
9.2 Note: Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a lien in his parent cadre/organization.			
10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.			
11. Additional details about present employment : Please state whether working under (indicate the name of your employer against the relevant column)			
a) Central Government. b) State Government c) Autonomous Organization d) Government Undertaking e) Universities f) Others			
12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.			
13. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.			

14. Total emoluments per month now drawn		
Basis Pay in the PB	Grade Pay	Total Emoluments

15. In case the applicant belongs to an Organization which is not following the Central Government Pay-scale, the latest salary slip issued by the organization showing the following details may be enclosed.

Basic Pay with Scale of Pay and rate of increment	Dearness Pay/interim relief/other Allowances etc., (with break-up details)	Total Emoluments

16. A Additional information, if any, relevant to the post you applied for in support of your suitability for the post. This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement)	
16. B Achievements : The candidates are requested to indicate information with regard to; (i) Research publications and reports and special projects. (ii) Awards/Scholarships/Official Appreciation (iii) Affiliation with the professional bodies/institutions/societies and; (iv) Patents registered in own name or achieved for the organization (v) Any research/innovative measure involving official recognition (vi) any other information. Note : Enclose a separate sheet if the space is insufficient).	
17. Please state whether you are applying for deputation (ISTC)/Absorption/Re-employment Basis.# (Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government Organization are eligible only for Short Term Contract)	
#(The option of 'STC'/'Absorption'/'Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment").	
18. Whether belongs to SC/ST	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld.

(Signature of the candidate)

Address: _____

Date

PERFORMA (RETIRED PERSONS)

1.	Post applied for	
2.	Name (in Capital letters)	
3.	Full residential address (In capital letters)	
4.	Age and date of birth	
5.	Date of retirement (Enclose copy of PPO)	
6.	Pay Band with Grade Pay (on retirement) indicating the last pay drawn.	
7.	Post held & Ministry/department along with date of appointment	
8.	Educational Qualification (Enclose self attested copies)	
9.	Experience/Training, if any	
10.	Any other special qualification.	
11.	Contact number	
12.	Whether belongs to SC/ST Category etc.	
13.	Any other information, you wish to submit.	

Signature of the candidate

Date :

Tele No: