

GOVERNMENT OF INDIA
MINISTRY OF DEFENCE
ARMED FORCES TRIBUNAL, PRINCIPAL BENCH

Phone : 26171027
Fax No : 26105361

Account Establishment Secy.

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दिनांक 20/02/19

संख्या संख्या

(07/4)
S.O. (AFT)
18/2/19
R-6
West Block -VIII
Sector-1, R.K. Puram
New Delhi - 110066

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

07 February, 2019

VACANCY CIRCULAR

Applications are invited for filling up the post of **Assistant** in the Armed Forces Tribunal, Principal Bench, New Delhi on deputation (Including Short Term Contract) for a period of three years from suitable candidates, who fulfill the eligibility conditions.

Name of Post	No. of Post	Pay scale (Rs.)	Eligibility Conditions
Assistant General Central Service, Group 'B' Non-Gazetted Ministerial	01	Pay Matrix Level - 6 (Rs35400-112400) or Pay Band-2 (Rs 9300-34800 + Grade Pay 4200/-) (Pre-revised)	Officials working under Central Government or State Governments or Supreme Court or High Courts or Subordinate Courts or Statutory/Autonomous bodies having pensionary benefits: (a) (i) holding analogous post on regular basis in parent cadre or department; or (ii) Upper Division Clerks in level 4 of the pay matrix (Rs. 25500-81100) with 10 years regular service in the grade in Central Government or State Governments or Supreme Court or High Courts or Subordinate Courts. (b) (i) Possessing Degree from recognised University; and (ii) having 2 years' experience in establishment, administration or Accounts.

2. The pay of the official selected on deputation basis will be governed by DoP&T O.M No. 6/8/2009-Estt. (Pay-II) dated 17.06.2010, as amended from time to time.

3. The period of deputation including the period of deputation (Including Short Term Contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed 3 (Three) years. The maximum age limit for deputationist shall not be exceeding the age of 56 years on the last date of receipt of applications.

*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 substantive 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.			

BIO-DATA/CURRICULUM VITAE PROFORMA

Post for Applied	
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
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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 substantive capacity in the parent organization
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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. 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)	
17. Whether belongs to the Scheduled Castes, the Scheduled Tribes, the Other Backward Classes, the Ex-Servicemen and other special categories	

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.

Date _____

(Signature of the candidate)

Address: _____

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