

F. No. 08/01/2014-DRT
Government of India
Ministry of Finance
Department of Financial Services

Filling up of various vacancies on deputation basis in Debts Recovery Appellate Tribunals (DRATs) and Debts Recovery Tribunals (DRTs), under Department of Financial Services, Ministry of Finance.

It is proposed to fill up the following vacancies in DRATs / DRTs under Deptt. of Financial Services, Ministry of Finance:-

Secretary / Registrar :- Nos. 13 at DRTs- Ahmedabad, Aurangabad, Bangalore, Chandigarh, Delhi, Guwahati, Jabalpur, Madurai, Mumbai, Nagpur, Pune and Ranchi.

Assistant Registrar :- Nos. 06 at DRTs- Allahabad, Aurangabad, Chennai, Jabalpur, Pune and Ranchi.

Recovery Officer :- Nos. 21 at Ahmedabad, Allahabad, Bangalore, Chandigarh, Chennai, Cuttack, Delhi, Ernakulam, Hyderabad, Jabalpur, Jaipur, Kolkata, Mumbai, Nagpur & Patna.

2. The number of vacancies and the location may vary.
3. Willing and eligible officers may submit their applications, duly filled in the prescribed proforma **through proper channel only** (i.e. their Cadre Controlling Authority) so as to reach the undersigned on or before 24th February, 2014.
4. A separate application may be submitted for each post by candidates who apply for more than one category of posts.
5. No applicant will be permitted to withdraw his/her name after selection.
6. The Cadre Controlling Authority of all Ministries/Departments/Attached and Subordinate offices of the Central Government, State Government, High Courts/Supreme Court and Public Sector Banks are requested to forward the applications of the interested officers, whose services can be spared, by duly filling up Part-II of the application form, along with attested copies of Annual Confidential Reports (ACRs) / Annual Performance Appraisal Reports (APARs) of the officer for the last five years i.e. from 2008-09 to 2012-13. It may also be noted that, if any ACR/APAR for a period more than 3 months is not recorded then ACR/APAR prior to 2008-09 for the matching period need to be forwarded along with No Report Certificate (NRC) for such period(s).
7. The requisite details as regard qualifications/experience and other eligibility conditions for these posts as well as the application form is available on this Ministry's website at www.financialservices.gov.in/vacancycirculars_index.asp
8. The Ministry reserves the right to relax the conditions in the interest of administrative exigencies for any class or category of persons applied for any of the aforesaid post.
- 9. The applications received after the last date or received incomplete or not received through proper channel will not be considered.**
10. The candidates applying for the deputation post must be below 56 years of age on the last date receipt of application.

11. The Selected candidates will be appointed on deputation basis for a period of three years, which may be curtailed or extended further in the interest of administrative exigencies. The pay and other terms and conditions of deputation will be governed by the Department of Personnel and Training Office Memorandum No. 6/8/2009-Estt. (Pay II) dated 17.06.2010, as amended from time to time.



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Requisite qualification/experience and service conditions for the posts in DRATs/DRTs

1. **SECRETARY/REGISTRAR**

Pay Band 3 of Rs. 15600-39100 + Grade Pay Rs. 7600 (Revised)

"(i) Officers of the Central Government or State Government or Union territory Administration or State Judicial Service:

(a) holding analogous post on regular basis in the parent cadre or Department; or

(b) Under Secretary with five years' service in the grade rendered after appointment thereto on a regular basis in pay band – 3, Rs. 15600 – 39100 with grade pay of Rs. 6600 or equivalent Group 'A' Gazetted Officer in the parent cadre or Department.;"

(ii). Scale V Officers of the Public Sector Banks (PSBs) holding analogous post.

(iii). Scale-IV Officers of PSBs with five years' service in the scale.

(iv). Officers in the PSBs who have already held the post of Secretary/Registrar or equivalent post on regular basis in a Tribunal for a period of three years.

2. **ASSISTANT REGISTRAR**

Pay Band 3 of Rs. 15600-39100 + Grade Pay Rs. 6600 (Revised)

(i). Officers of the Central Government or State Government or Union territory Administration or State Judicial Service:

(a) holding analogous post on regular basis in the parent cadre or Department; or

(b) Section Officer with five years' service in the grade rendered after appointment thereto on a regular basis in pay band – 3, Rs. 15600 – 39100 with grade pay of Rs. 5400 or equivalent Group 'B' Gazetted Officer in the parent cadre or Department.; or

(c) Section Officer with six years' service in the grade rendered after appointment thereto on a regular basis in pay band – 2, Rs. 9300 – 34800 with grade pay of Rs. 4800 or equivalent Group 'B' Gazetted Officer in the parent cadre or Department.; or

(d) Section Officer with seven years' service in the grade rendered after appointment thereto on a regular basis in pay band – 2, Rs. 9300 – 34800 with grade pay of Rs.4600 or equivalent Group 'B' Gazetted Officer in the parent cadre or Department.”;

- ii) Scale IV Officers of the PSBs holding analogous post.
- iii) Scale-III Officers of PSBs with five years' service in the scale.
- iv) Officers, who have already held the post of Assistant Registrar or equivalent post in a Tribunal for a period of three years.

3. **RECOVERY OFFICER**

Pay Band 3 of Rs. 15600-39100 + Grade Pay Rs. 6600 (Revised)

(i) Officers of the Central Government or State Government or Union territory Administration or State Judicial Service:

(a) holding analogous post on regular basis in the parent cadre or Department; or

(b) Section Officer with five years' service in the grade rendered after appointment thereto on a regular basis in pay band – 3, Rs. 15600 – 39100 with grade pay of Rs.5400 or equivalent Group 'B' Gazetted Officer in the parent cadre or Department.; or

(c) Section Officer with six years' service in the grade rendered after appointment thereto on a regular basis in pay band – 2, Rs. 9300 – 34800 with grade pay of Rs. 4800 or equivalent Group 'B' Gazetted Officer in the parent cadre or Department; or

(d) Section Officer with seven years' service in the grade rendered after appointment thereto on a regular basis in pay band – 2, Rs. 9300 – 34800 with grade pay of Rs.4600 or equivalent Group 'B' Gazetted Officer in the parent cadre or Department.”;

- ii) Scale IV Officer of the PSBs holding analogous post.
- iii) Scale-III Officers of PSBs with five years' service in the scale.
- iv) Officers in the PSBs who have already held the post of Recovery Officer or equivalent post in a Tribunal for a period of three years.

Age:

The Maximum age limit for deputation shall be 56 years as on the last date of receipt of applications.

Cooling Off:

The candidate must fulfil a 'cooling off' period of 3 years from the date of return from previous deputation.

Desirable qualification:

Preference will be given to persons having legal experience or experience in judicial or recovery matter.

Form of Application

Part-I : (To be filled by the Applicant):
(No column should be left blank)
Separate application to be submitted for separate post(s)

1.	Name of the applicant (in block letters):						Recent Passport size Photo should be pasted here		
2.	Post applied for:								
	Names of places/stations in order of preference (in block letters):								
	1.								
	2.								
	3.								
3.	(a) Date of Birth								
	(b) Age as on last date for receipt of application			_____ years _____ months _____ days					
	(c) Date of Retirement								
4.	a) Date of Joining Service								
	b) Name of the Service								
5.	Details of postings in last 10 years, starting with present post held: (Note: To be filled by all Applicants)								
	Sl	Designation	Deptt./ Office/ Org.	Whether post held on Regular/adhoc/ officiating/ deputation basis	Whether Group 'A' / 'B' / 'C' / ('Scale' in respect of officer from PSBs)	Whether Gazetted / Non-Gazetted (Not Applicable in respect of officers from PSBs)	Scale of pay / Pay Band + Grade Pay	Period	
								From	To
	1.								
6.	POST HELD ON REGULAR BASIS								
	a) Name of the post								
	b) Whether Group 'A'/'B' Gazetted								
	c) Scale of pay / Pay Band + Grade Pay								
	d) Date of appointment on regular basis in Group 'A' (Gazetted)/ Group 'B' (Gazetted) post								
	e) Whether employed under Central Government / State Government / Court / Tribunal or Public Sector bank								
7.	Present Basic Pay								
8.	For Officers of Public Sector Banks (PSBs) only :								
	a) Present Scale-III/IV/ V								
	b) Date of appointment in present scale on regular basis								
9.	a) Educational Qualifications								
	b) Professional qualifications, if any								
10.	Experience, particularly relating to legal matters								
11.	Date of return from last ex-cadre post, if any								
	a) Date of completion of cooling off period, if applicable								

12	Whether belongs to SC/ST/OBC/PH	
13	Whether all eligibility conditions are fulfilled.	
14	a) Whether worked in the DRT/ DRAT earlier. If so, give name of DRAT/DRT(s) and period of deputation	
	b) Whether attended interview for the posts in DRT/DRAT earlier. If so, year of appearance and the number of attempts.	
15	a) Postal Address for communication with PIN Code and /Fax Number (in block letters) Telephone No. Mobile No. E-mail ID	
	b) Postal address of parent department with PIN Code and Telephone/Fax Numbers/E-mail ID. (in block letters)	

Certified that the information furnished above by me is correct.

Signature of the Applicant with date

Part-II :

(To be filled by Cadre Controlling Authority of the applicant)

OFFICE OF

Certified that the particulars given above by the applicant are correct as per records available in the Department/ Office of

2. It is also certified that Shri/Smt/Ms is clear from vigilance angle and no disciplinary proceedings are pending or contemplated against him/her.

3. It is also certified that Integrity of Shri/Smt/Ms..... is

4. The attested copies of the Annual Confidential Reports (ACRs)/Annual Performance Appraisal Reports (APARs) for the last 5 years i.e. 2012-13, 2011-12, 2010-11, 2009-10, 2008-09, are enclosed along with NRC for the period(s) [if ACR/APAR for a period more than 3 months is not recorded then ACRs/APARs prior to 2008-09 for the matching period need to be forwarded along with No Report Certificate (NRC)].

5. It is hereby certified further that this Department/Office shall have no objection to the relieving of the said officer, in case Shri/Smt/Ms..... is selected for the post of in Debts Recovery Appellate Tribunal/Debts Recovery Tribunal.

(Name, Signature & Telephone No.
of Officer with Official Stamp)

Place: _____
Date: _____