

3.2.14
SP(DT)
DK
A/2

Sh. Surjit
Sh. Balbir

F.No.53/Post /DRATD/2003
DEBTS RECOVERY APPELLATE TRIBUNAL, DELHI
APPARTMENT NO. 318, 3RD FLOOR,
HOTEL SAMRAT, CHANAKYAPURI
NEW DELHI – 110021

Dated the 29th January, 2014.

To

1. All Ministries/ Departments, Government of India, New Delhi.
2. The Registrars of Debts Recovery Appellate Tribunals, Chennai, Mumbai, Calcutta & Allahabad.
3. The Registrars of all the Debts Recovery Tribunals.
4. The Registrar Generals of Hon'ble High Courts of (i) Delhi, (ii) Punjab & Haryana at Chandigarh, (iii) Himachal Pradesh at Shimla, (iv) Rajasthan at Jodhpur.
5. The District Judge, Tis Hazari Court/ Patiala House Court/ Rohini Court/ Dwarka Court Karkardooma Court.
6. The Principal Registrar, Central Administrative Tribunal, Copernicus Marg, New Delhi - 110001

Subject: - Filling up of the posts of Assistant in Debts Recovery Appellate Tribunal, Delhi on deputation basis.

Sirs,

I am directed to say that post of one Assistant is to be filled up on deputation basis in the Debts Recovery Appellate Tribunal, Delhi. The requisite qualification, tenure of deputation and experience required for the post are as under: -

Sl. No.	Name of the Post	Scale of Pay & Allowances	Qualification experience	Term of deputation
01.	Assistant	Rs.9300-34800 plus Grade Pay of Rs.4200 in P.B.-2 and allowances such DA, HRA, Transportation	(i) Officers of the Central Government or State Governments on in Courts holding analogous posts and possessing degree	03 Years

		Allowance etc. as per Government Rules	from a recognized University; or] (ii) Upper Division Clerks with eight yeas regular service in the scale of Rs.5200-20200 + Grade Pay of Rs.2400 in P.B.-1	
--	--	--	--	--

2. It is requested that applications in the prescribed proforma (enclosed) from willing and eligible persons having required qualifications/ experience and who can be relieved at short notice, if selected, be forwarded to the undersigned along with copies of Annual Confidential Reports for the last 5 years, by 25th February, 2014.

3. It is pointed out that the age of the applicant should not exceed 56 years as on 01.07.2011. The terms and conditions of deputation will be regulated in accordance with Department of Personnel & Training's O.M. No.2/29/91-Estt. (Pay-II) dated 5.1.1994, as amended from time to time.

Yours faithfully,


(ASHOK KUMAR)
REGISTRAR

BIO-DATA

1. Post Applied for
2. Name
3. Date of Birth
4. Father's/Husband's Name
5. Address for correspondence
6. Post Held
(a) Ad-hoc
(b) Regular
7. Office address with telephone no.
8. Scale of Pay
9. Educational Qualifications
10. Experience
11. Whether belongs to SC/ST
12. Date of return from previous ex-cadre post, if any.

Signature

ENDORSEMENT OF THE PARENT OFFICE

It is certified that the particulars given by the applicant are correct as per his service records. It is also certified that no vigilance case or disciplinary proceedings is pending or contemplated against the applicant.

Signature of the Officer
Designation:
Station:

Date :