

GOVERNMENT OF INDIA  
MINISTRY OF FINANCE  
DEPARTMENT OF FINANCIAL SERVICES  
DEBTS RECOVERY TRIBUNAL  
HYDERABAD

5<sup>th</sup> Floor, Triveni Complex,  
Abids, Hyderabad.  
Dated. 06.10.2015

F.NO. 4/2/2000-DRT(H)/496

Ph :- 040-24750024

**VACANCY CIRCULAR**

Applications are invited from eligible candidates of Central Government / State Government/Courts/Tribunals with the requisite qualifications and experience for the following posts, **on deputation basis**.

Name of the Post	No. of Vacancies	Pay Band & Grade Pay	Essential qualifications and experience
Recovery Inspector	01	Pay Band-2 of Rs.9300-34800 + Grade Pay of Rs.4200/-	(i) Officers holding analogous posts in Central Government/State Government or in Courts and having degree from a recognized University; (ii) Court Masters with eight years' regular service in Pay Band- 1 of Rs. 5200 – 20,200 + Grade Pay of Rs.2400
Stenographer Grade 'D'	01	Pay Band- 1 of Rs. 5200 – 20,200 + Grade Pay of Rs.2400/-	Employees of Central Government/State Government and employees of Courts/Tribunals holding : (i) analogous posts on regular basis, or (ii) with 5 years regular service as LDC in the scale of Rs.3050-75-3950-80-4590 ( pre-revised ) or equivalent and possessing Matriculation or equivalent qualifications with a speed of 80 words per minute in shorthand (English) and 30 words per minute in typing ( English ).
Lower Division Clerk	02	Pay Band - 1 of Rs.5200- 20200 + Grade Pay of Rs.1900/-	Central/ State Government and employees of Courts/Tribunals holding analogous posts on regular basis.

2. The terms and conditions of deputation shall be governed by the provisions of DOPT's OM No. 6/8/2009 –Estt (Pay –II ) dated 17.06.2010.

3. Age limit for deputation for all the above posts is 56 years as on the last date for receipt of applications in this Tribunal.

4. Applications of eligible candidates, who are desirous of being considered for appointment to the above posts on deputation basis and who could be relieved at short notice, may be forwarded to "**The Registrar, Debts Recovery Tribunal, 5<sup>th</sup> Floor, Triveni Complex, Abids, Hyderabad - 500 001**" through proper channel, along with attested copies of their ACRs for the last 5 years and the vigilance clearance & integrity certificate, so as to reach the undersigned on or before 15<sup>th</sup> November, 2015.

Encl: Annexure

  
(R.S. MANGAPATHY)  
REGISTRAR

To

1. All Ministries/Departments of Government of India.
2. The Registrars of all DRATs & DRTs
3. The Central Administrative Tribunal, Principal Bench, New Delhi.
4. Administrative Departments of Government of Andhra Pradesh.
5. The Registrar General, The High Court of Judicature at Hyderabad for the states of Telangana and Andhra Pradesh.
6. The Under Secretary(DRT), Ministry of Finance, D/O Financial Services, New Delhi-110001 - with the request to post the circular in the Finance Ministry's website for wide publicity

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### PROFORMA

1. Post Applied for :
2. Name and Address (In Block LETTERS) :
3. Date of Birth :
4. Date of Retirement under Central / State Government etc. :
5. Educational Qualifications :
6. Details of Employment, in chronological order (Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient) :

Name of Office	Post Held	From	To	Scale of pay in full and Basic Pay	Nature of Duties

7. Nature of Present Employment i.e. Ad-hoc / Temporary / Permanent :
8. In case the present employment is held on deputation basis, please state :
  - a) Date of Initial Appointment :
  - b) Period of Appointment on deputation / contract :
  - c) Name of the Parent Office / organization to which you belong :
9. Whether belongs to SC / ST / OBC :
10. Additional details about present employment. Please state whether working under :
  - a) Central Government :
  - b) State Government :
  - c) Courts / Tribunals :
11. Additional information, if any :

Place :

Signature :

Date :

Designation :

Address :

### CERTIFICATE BY PARENT OFFICE / CONTROLLING AUTHORITY

The information furnished by the candidate has been verified from records and is found to be correct.

There is no vigilance case pending and/or being contemplated against the above official. The integrity of the official is beyond doubt.

Place :  
Date :

Signature:  
Designation