

No.4/2/2011/DRT-III/Delhi - 911  
Govt. of India, Ministry of Finance,  
Department of Financial Services,  
Debts Recovery Tribunal-III, Delhi

4<sup>th</sup> Floor, Jeevan Tara, Parliament Street,  
Sansad Marg, New Delhi- 110 001.

Dated :. 18<sup>th</sup> April, 2016.

**VACANCY CIRCULAR**

Subject : **Filling up the vacant post(s) in the Debts Recovery Tribunal-III, Delhi.**

Applications are invited from the suitable candidates, not exceeding 56 years of age, with requisite qualifications and experience for the following posts to be filled up on deputation basis :-

I. **Private Secretary** : One Post in the Scale of Pay of Rs.6500-200-10500/- (Pre-revised) [PB-2 with Grade Pay of Rs.4600/-]

**Eligibility** : Officers holding analogous post on regular basis in Central/State Governments/Courts/Tribunals who possess a degree from a recognized University or Stenographer Grade-C with eight years' regular service in the scale of Rs.5500-9000 (pre-revised) or equivalent who possess a degree from a recognized University. **Desirable** : Preference will be given to persons having experience in legal or judicial work.

III. **Recovery Inspector** : One Post in the Scale of Pay of Rs.5500-175-9000/- (Pre-revised) [PB-2 with Grade Pay of Rs.4200/-]

**Eligibility** : Officers in the Central / State Governments /Courts /Tribunals holding analogous post on regular basis and possessing a degree from a recognized University or Court Master with eight years' regular service in the scale of Rs.4000-6000 (pre-revised) or equivalent.

**NOTE:** The Period of deputation including period of deputation in ex-cadre post held immediately preceding the appointment in the same or any other Organization/Department of Central Government should ordinarily not exceed three years. The maximum age limit for deputation shall be 56 years on the last date of receipt of applications. The individuals drawing higher grade pay in their parent departments shall not be considered for the posts carrying lower grade pay in this establishment.

2. The candidates selected shall be appointed on deputation basis for period of three years in the first instance which may extend subject to approval of the competent authority. The deputation tenure shall be governed by the terms and conditions as contained in the DOP&T O.M. No.06/8/2009-Estt (Pay-II) dated 17<sup>th</sup> June, 2010 as amended from time to time.

3. Applications with the under-mentioned personal data duly signed by the applicant, verified and counter-signed by the Head of Office, of eligible candidates, who may be spared immediately may be forwarded to the undersigned, along with attested copies of last 5 years' ACR/APAR dossiers (Attestation should not be below the rank of Under Secretary), vigilance, clearance, integrity certificate and personal data in the format below :

Contd.....3/-

Sh. Sargh  
21/4/16

**Bio-Data/Personal data**

(i) Post applied for, (ii) Name of the applicant, (iii) Date of birth, (iv) Present post held and service to which belongs to, (v) Date of appointment to the grade adhoc or regular, (vi) Present pay and scale of pay, (vii) Name and address of the office where presently employed, (viii) Educational qualifications, (ix) Details of service rendered specifying period, department and nature of duties performed, (x) Whether belongs to SC/ST/OBC, and (xi) Any other relevant information.


**Certificate By Parent Office**

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

Name &  
Designation of Forwarding Officer  
With Seal.

4 Applications of the employee(s) who is/ are under direct line of promotion need not be forwarded by their Departments. Advance copy of applications received directly from the candidates shall not be entertained.

5. Applications duly completed in all respects should reach "The Registrar, Debts Recovery Tribunal-III, Delhi, Govt. of India, Ministry of Finance, Deptt. of Financial Services, 4<sup>th</sup> Floor, Jeevan Tara, Parliament Street, Sansad Marg, New Delhi-110 001", within 45 days from the date of issue of the Circular.

  
(S.P.R. Tripathi)  
Assistant Registrar  
DRT-III, Delhi

To

1. The Registrars of all DRTs/DRATs.
2. The Registrar, Central Administrative Tribunal, Principal Bench, New Delhi.
3. The Registrar General, Delhi High Court, New Delhi.
4. The District & Session Courts, Tis Hazari, Delhi.
5. ✓ Under Secretary, DRT, Banking Division, Ministry of Finance, Jeevan Deep Building, Parliament Street, New Delhi with a request that this circular may please be disseminate to all lower formations under the respective Departments/Ministries and upload the same on the Ministry's website.
6. Notice Board, DRT-III, Delhi.