



Speed Post/E-Mail

DEBTS RECOVERY TRIBUNAL, AURANGABAD
GOVT. OF INDIA, MINISTRY OF FINANCE
(Department of Financial Services)

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Ref. : No. DRT /AUBAD /vacancy Circular/post/ Account Assistant/855 / 2017

Date: 8/11/2017

Vacancy Circular

Applications are invited from eligible candidates from Central Govt. Offices/ Tribunals for Filling up following vacancies on deputation basis in Debts Recovery Tribunal (DRT) Aurangabad, under Department of Financial Services, Ministry of Finance Govt. of India.

**A) Account Assistant : (01) Post : Pay scale of PB-2 Rs. 9300-34800/-
+ Grade pay Rs. 4200/-(Pre revised)**

Eligibility

01) Officers of the Central Government holding analogous posts on regular basis.:

OR

02) with eight year regular service in the pay scale of Rs. 5200-20200 + Grade Pay Rs. 2400/-, or equivalent and having experience of working as Senior Accountant or Accountant, in the scale Rs.5200-20200 + Grade Pay Rs. 2400 who have undergone training in Cash and Accounts.

Desirable- Preference will be given to those who have knowledge of computers.

1) Willing and eligible officials may submit their application duly filed in prescribed proforma through proper channel only (i.e. their Cadre Controlling Authority) so as to reach the undersigned **within 45 days from the date** of issue of Vacancy Circular.


2) No applicant will be permitted to withdraw his/her name after selection.

3) The Cadre Controlling Authority of the offices are requested to forward the application of the interested officers, whose services can be spared, by duly filling up part-II of the application form, along with attested copies of the ACRs / APARs of the Officers for the last five years from 2012-2013 to 2016-2017. It may also be noted that, if any ACR / APAR for a period of more than three months is not recorded, then ACR / APAR prior to 2012--2013 for the matching period need to be forwarded along with No Report Certificate for such period(s).

- 4) The applications received after the last date or received incomplete or not received through proper channel will not be considered.
- 5) The candidate applying for the Deputation post must be below 56 years of age on the last date of receipt of application.
- 6) The selected candidate 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, others terms & conditions of deputation will be governed as per the Department of Personal & Training office memorandum 6/8/2009- Estt.(Pay-II) dated 17.6.2010, as amended from time to time.

General Conditions :

- 1) 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 shall ordinarily not exceed three years.
- 2) Applications in the prescribed proforma given below duly signed by the applicant, verified and counter signed by the Head of Office may be forwarded "Through Proper Channel" to the undersigned, along with attested copies of last 05 years ACRs / APARs, vigilance clearance and integrity certificate.
- 3) No TA/DA will be allowed for attending the interview etc, if called for.
- 4) Application once submitted shall not be permitted to be withdrawn.
- 5) Application addressed to the undersigned on above address duly completed in all respects should reach **within 45 days from the date of issue vacancy circular.**
- 6) Applications not received through the proper channel shall not be considered.


(K.S.N. Rao) 08.11.2017
I/c Registrar
DRT Aurangabad.

Proforma of Application:(Part-I)

(1) Post applied for, (2) Name of the Applicant, (3) Date of Birth, (4) Present post held/Service to which he/she belongs to, (5) Date of appointment in the grade : (i) Adhoc, (ii) Regular, (6) Present pay band and Grade pay, (7) Name and address of the office where presently employed (8) Educational / Professional Qualifications, (9) Details of service rendered specifying period, department and nature of duties performed, (10) Date of return from last ex-cadre post if any, (11) Whether belongs to SC/ST/OBC, (12) Any other relevant information.

Place:
Date:

Signature:
Name,
Designation
and office of the applicant

CERTIFICATE BY PARENT OFFICE (Part -II)


The information furnished by the candidate has been verified from records and is found to be correct. It is further certified that the candidate is clear from vigilance angle and no disciplinary action is pending or being contemplated against him. His / Her integrity is beyond doubt. Attested copies of his / her preceding 05 years ACRs/APARs are annexed herewith.

Place:
Date:

Name _____
Designation _____
Office _____

Copies forwarded with request to circulate amongst the staff members to :

- 01) The Registrar, All DRTs and DRATs.
- 02) All Central Govt. Offices situated in Aurangabad
- 03) The Under Secretary to the Govt. of India, Ministry of Finance, Department of Financial Services, (Banking Division), 'Jeevan Deep' Building, Parliament Street, New Delhi - 110 001. kindly upload the said vacancy Circular on the website of the Ministry of Finance.
- 04) Notice Board, D.R.T., Aurangabad.
- 05) Guard file.


(K.S.N. Rao) 08.11.2017
I/c Registrar (HoO)
DRT Aurangabad.