



No.15/01/2020/DRAT  
Government of India  
Ministry of Finance  
Department of Financial Services  
**DEBT RECOVERY APPELLATE TRIBUNAL  
(SOUTHERN REGION)**

(Telephone: 044-28311296, 28311297 & 28311298)  
E-mail: dratchennai-dfs@nic.in

*DRAT*  
*51-07-2021*  
*MS-KK*

विश्व मन्त्रालय / Ministry of Finance  
विश्व सेवा विभाग  
Dept. of Financial Services  
30 JUN 2021  
प्रति एवं विवरण  
1732291/021

4<sup>th</sup> Floor, Indian Bank Zonal Office,  
55, Ethiraj Salai, Chennai-600 008

Dated the 23<sup>rd</sup> June, 2021

**VACANCY CIRCULAR**

Applications are invited from suitable candidates from Central Government/ State Government/ Tribunal for appointment to the following posts on deputation basis in the Debt Recovery Appellate Tribunal (DRAT) / Debt Recovery Tribunals (DRTs) under the jurisdiction of DRAT, Chennai. The maximum age of the Applicant should not exceed 56 years on the closing date. Qualifications/experience and service conditions required for appointment to the posts are given below:

<b>1. Assistant</b>	: Group – B
No. of Post	: 12 (Twelve)
Place of vacancy	: Chennai-3; Bangalore-6; Coimbatore-1; Ernakulam-1; and Madurai-1
Scale of Pay	: Level-6 in Pay matrix - Rs.35400-112400/-
Mode of Recruitment	: By Deputation
Eligibility	: Officers under the Central Government or State Government or Tribunals:- (i) Holding analogous post on a regular basis in the parent cadre or department; or (ii) With ten years service in the grade rendered after appointment thereto on a regular basis in Level-4 in the pay matrix (Rs.25500-81100) or equivalent, in the parent cadre or department.
<b>2. Accounts Assistant</b>	: Group – B
No. of Post	: 7 (Seven)
Place of vacancy	: Chennai-2; Bangalore-2; Coimbatore-1; and Ernakulam-2
Scale of Pay	: Level-6 in Pay matrix - Rs.35400-112400/-
Mode of Recruitment	: By Deputation

Eligibility	:	Officers under the Central Government:- (a) (i) Holding analogous post on regular basis in the parent cadre or department; or  (ii) with ten years regular service in the grade rendered after appointment thereto on a regular basis in Level-4 in the pay matrix (Rs.25500-81100) or equivalent, in the parent cadre or department; and (b) Who have undergone training in cash and accounts work in Institute of Secretariat Training and Management or equivalent Institute of Central Government.
<b>3. Stenographer Grade-I</b>	:	Group – B
No. of Post	:	17 (Seventeen) Posts
Place of vacancy	:	Chennai-5; Bangalore-4; Coimbatore-2; Ernakulam-4; and Madurai-2
Scale of Pay	:	Level-6 in Pay matrix - Rs.35400-112400/-
Mode of Recruitment	:	By Deputation
Eligibility	:	Officers under the Central Government or State Government or Tribunals:- (i) Holding analogous post on a regular basis in the parent cadre or department; or (ii) With ten years service in the grade rendered after appointment thereto on a regular basis in Level-4 in the pay matrix (Rs.25500-81100) or equivalent, in the parent cadre or department.
<b>4. Upper Division Clerk (UDC)</b>	:	Group – C
No. of Post	:	8 (Eight) Posts
Place of vacancy	:	Chennai-1; Bangalore-4; Coimbatore-1; Ernakulam-1; and Madurai-1
Scale of Pay	:	Level-4 in Pay matrix - Rs.25500-81100/-
Mode of Recruitment	:	By Deputation
Eligibility	:	Officers under the Central Government or State Government or Tribunals:- (i) Holding analogous post on a regular basis in the parent cadre or department; or (ii) Lower Division Clerk with eight years service in the grade rendered after appointment thereto on a regular basis in Level-2 in the pay matrix (Rs.19900-63200) or equivalent, in the parent cadre or department.

2. The Debt Recovery Appellate Tribunal/ Debts Recovery Tribunal are quasi-judicial bodies set up under the provisions of the Recovery of Debts due to Banks and Financial Institutions Act, 1993.

3. The selected candidate will be appointed on deputation basis initially for a period of **four years**, which may be extended as per norms subject to satisfactory performance and other terms and conditions. The terms of deputation shall be regulated in accordance with the Department of Personnel and Training O.M.No.6/8/2009-Estt(Pay-II) dated 17.02.2016, as amended from time to time.
4. The departmental officials in the feeder grade who are in direct line of promotion, shall not be eligible for consideration for appointment on deputation. Similarly, a deputationist in the DRAT/DRTs under the jurisdiction of DRAT, Chennai shall not be eligible for consideration for absorption or promotion.
5. The applications of the willing and eligible candidates in the prescribed Pro-forma at Annexure-I & II along with attested photocopies of APARs for the last five years and who could be spared immediately, may be forwarded to this Tribunal, so as to reach **“The Secretary/Registrar, Debt Recovery Appellate Tribunal, No.55, Ethiraj Salai, 4<sup>th</sup> Floor, Indian Bank Zonal Office, Egmore, Chennai – 600 008”** through proper channel **on or before 23.07.2021 at 05:30 PM.**
6. The applicant should clearly indicate the service particulars, experience, educational qualification and **place of posting** for which applied for in the prescribed format at Annexure-I. No action will be taken on advance copy. While forwarding the application, the parent office / Department shall issue the certificate to the effect that the official is clear from vigilance point of view and no disciplinary case is pending/contemplated against him/her, as given in the pro-forma at Annexure-II, enclosed herewith. The department while forwarding the applications may please ensure that the officials who volunteer for the post shall not be allowed to withdraw their names later on.

*N. Srinivasan*  
23/6/21  
**(N. SRINIVASAN)**  
**Section Officer**

To

1. All Departments/ Ministries of Government of India. It is requested that this circular may please be given wide publicity.
2. The Under Secretary (CS Division), Department of Personnel & Training, North Block, Lok Nayak Bhawan, New Delhi - with a request to upload this circular in DoP&T website under vacancies.

3. The Under Secretary (DRT), Department of Financial Services, Ministry of Finance, Jeevan Deep Building, Parliament Street, New Delhi – with a request to upload the circular in DoFS website.
4. The Registrars of all DRATs/DRTs
5. The Registrar, Central Administrative Tribunal, City Civil Court Additional Building, 1<sup>st</sup> & 2<sup>nd</sup> Floor, High Court Campus, Chennai – 600 104.
6. Admin Departments of State Government of Tamil Nadu/ Central Government Offices in Tamil Nadu.
7. Notice Board and Web site of DRAT, Chennai/ DRTs under the jurisdiction of DRAT, Chennai

DRT

## PROFORMA

Affix latest  
Passport size  
Photograph

APPLICATION FOR THE POST OF " \_\_\_\_\_ "

PLACE OF POST FOR APPLIED: \_\_\_\_\_

1.	Name & Designation and Office Address (In Block Letters) :				
2.	Date of Birth (in Christian era) :				
3.	Date of entry into service :				
4.	Date of retirement under Central/State Government rules Date of retirement under Central :				
5.	Educational and other qualifications required for the post (SSLC/ X <sup>th</sup> onwards) :				
	Qualification	Year of Passing	Percentage of Marks/Grade		
	S.S.L.C/ X <sup>th</sup>				
	H.S.C./ XII <sup>th</sup>				
	Degree				
	Postgraduate				
	Any other				
6.	Details of Employment in chronological order:				
	Office/ Institution	Post held	Period		Revised Pay (7 <sup>th</sup> CPC)
			From	To	Nature of duties (attach separate sheet if required)
7.	Nature of present employment (Adhoc /Temporary/ Permanent) :				
8.	In case of present employment is held on deputation basis, please state:				
	(a) The date of initial appointment :				
	(b) Period of appointment on deputation: :				
	(c) Name of the present office/organization to which you belong: :				
9.	Please state whether working under				
	(a) Central Government				
	(b) State Government				
	(c) Tribunals				



10.	Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient with signature	:	
11.	Whether belongs to SC/ST/OBC	:	
12.	Complete official address of the candidate including telephone number	:	

The information/details provided by me above are correct and true to the best of my knowledge and no materials facts having a bearing on my selection has been suppressed/withheld.

Place:

Date:

Signature of the Candidate

Address:

Mobile No.

Email-ID:

**CERTIFICATE TO BE FURNISHED BY THE EMPLOYER/ HEAD OF OFFICE/  
FORWARDING AUTHORITY BY PARENT OFFICE/CONTROLLING AUTHORITY**

Office of the \_\_\_\_\_

Certified that the information furnished by Shri/Smt./Km. \_\_\_\_\_  
are found to be correct and he/she possesses the educational qualifications and  
experience mentioned in the vacancy circular.

Also certified that:

- (i) There is no vigilance case pending/ contemplated against him/her.
- (ii) The integrity of Shri/Mrs./Ms. \_\_\_\_\_ is beyond doubt.
- (iii) No Major/Minor penalties have been imposed on him/her during the last 10 years.
- (iv) This office has no objection that in the event of selection, the official will be relieved immediately.
- (v) Copies of APARs for the last 5 years duly attested on each page.
- (vi) List of major penalties imposed on him/her during the last 10 years is enclosed.

(Strike out which is not applicable)

Place:  
Date:

Signature

Name & Designation of the employer  
(with office seal)