



## **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/section officer./Account  
Assistant/LDC/870/2016

Date: 03-12-2016  
24.12.2016

### **Vacancy Circular**

Applications are invited from eligible candidates from Central /State Govt. Offices/Courts/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) Section Officer : (01) Post Group-B, Gazetted- Non Ministerial Post Pay Scale of PB-2-Rs. 9300-34800+Grade Pay Rs. 4600/- (Pre revised)**

#### **Eligibility**

- 1) Officers in Central Government or State Governments or in Courts holding analogous posts on regular basis and having a degree from a recognized University : OR
- 2) With eight years regular service in the Pay Band 2 of Rs. 9300-34800/- + Grade Pay Rs. 4200/- or equivalent and having a degree from a recognized University.

**Desirable** : Preference will be given to persons having experience in legal or Judicial work.

**B) Account Assistant : (01) post : Pay scale of PB-2 Rs. 9300-34800/- + Grade pay Rs. 4200/-**

#### **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.

**C) Lower Division Clerk : (01) Post Pay Scale of PB-1 Rs.5200-20200 + Grade Pay Rs.1900/- :**

**Eligibility**

- i) The candidates shall possess the following qualification / experience for the post of Lower Division Clerk:
- ii) Official of the Central Government / State Government and employees of the Courts holding analogous posts on regular basis in the scale of (Rs 3050-75-3950-80-4590 Pre-revised) PB-1 Rs.5200-20200 +Grade Pay Rs.1900/- (Revised) and having a matriculation certificate. Also have speed of 30 w.p.m. in English Typewriting.

**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 on or before **15-02-2017**
- 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 2011-2012 to 2015-2016. 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 2011--2012 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 .



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**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 **on or before 15-02-2017.**
- 6) Applications not received through the proper channel shall not be considered.



(K.S.Ranot)  
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:

Name \_\_\_\_\_

Date:

Designation \_\_\_\_\_

Office \_\_\_\_\_

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

- 01) The Registrar, All DRTs and DRATs.
- 02) The Hon'ble Principle District & Sessions Judge, District and Sessions Court, Aurangabad, Jalna, Hingoli, Parbhani, Nanded, Latur, Osmanabad, Beed, Ahmednagar, Jalgaon, Dhule & Nandurbar.
- 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) All Central Govt/State Govt. Offices situated in Aurangabad.
- 05) Notice Board, D.R.T., Aurangabad.
- 06) Guard file.



(K.S. Ranot)

I/c. Registrar (HoO)  
DRT Aurangabad.