

By Fax.

Government of India
Ministry of Water Resources
(BM Section)

Sub Uploading the vacancy circular for various posts of the MWDT in Website of CWC - reg.

A vacancy circular has been issued for appointment to the various posts in Mahadevi Water Disputes Tribunal (MWDT). In this regard. I am directed to enclose the same and request that the same may please be placed / uploaded on the CWC Website at the earliest. This may please be treated as **Most urgent**, as the **Advertisement** is being published in Employment News on 23rd May, 2012.
Encl.: As above.



(Asit Chaturvedi)
Dy. Commissioner (BM)
Ph.23718165.
Fax. No. 011-23714129.

Secretary, CWC, Sewa Bhawan, New Delhi.....
No. 11/4/2010-BM/ 945

Dated. 21/5/2012.

Secretary C.W.C.

Dy. No. 2310

Date 22/5/2012

Pl. put on web site

12215
DIO (GMD)

WCE
22/5

AD-0

F.No.1/Estt/MWDT/2012

Mahadaya Water Disputes Tribunal

Ministry of Water Resources

Government of India

Room No. 11-A, 2nd Floor, 'B' Wing, Lok Nayak Bhawan, Khan Market, New Delhi-110003 Telefax: 24647714

9.5.2012

The Manager,
DAVP,
CGO Complex,
Lodhi Road,
New Delhi-110003.

Sub: Request for revised publication of advertisement in the Employment News.

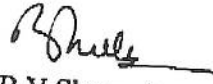
Sir,

Please refer to this Tribunal's letter dated 26.4.2012 (copy enclosed) regarding publication of the advertisement of different categories of posts in the Employment News. The Ministry of Water Resources has advised that due to austerity measure and e-governance, the matter for publication may be revised.

It is, therefore, requested that the earlier letter dated 26.4.2012 along with the annexures may be treated as cancelled and in its place a new advertisement may be published, a copy of which is placed below.

Kindly provide us the revised charges for publication of the same as well as the process of payment at the earliest.

Yours faithfully,


(B.V.Sharma)
Registrar

Encl: As above.

F.No.1/Estt/MWDT/2012

Mahadaya Water Disputes Tribunal**Ministry of Water Resources****Government of India**Room No. 11-A, 2nd Floor, 'B' Wing, Lok Nayak Bhawan, Khan Market, New Delhi-110003 Telefax: 24647714**FILLING UP THE POSTS IN THE MAHADAYI WATER DISPUTES TRIBUNAL
ON DEPUTATION/RE-EMPLOYMENT/DIRECT RECRUITMENT BASIS**

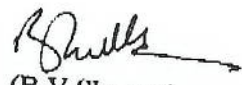
The Mahadaya Water Disputes Tribunal, Ministry of Water Resources, invites applications for filling up the following posts purely on deputation/re-employment/direct recruitment basis. These are:

Sl.No.	Name of Post	No. of posts	Pay Band and Grade pay/Pay Scale
1.	Assessor	2	HAG Rs 67000-increment @ 3% per annum Rs 79,000/-
2.	Registrar	1	Rs 15600-39100/- + GP 7600/-
3.	Assistant Registrar	1	Rs 15600-39100/- + GP 6600/-
4.	Executive Engineer	1	Rs 15600-39100/- + GP 6600/-
5.	Principal Private Secretary	3	Rs 15600-39100/- + GP 6600/-
6.	Court Master	2	Rs 15600-39100/- + GP 6600/-
7.	Section Officer	1	Rs 9300 - 34,800 + GP 4800/-
8.	Private Secretary	2	Rs 9300 - 34,800 + GP 4800/-
9.	Assistant	2	Rs 9300 - 34,800 + GP 4200/-
10.	Personal Assistant	1	Rs 9300 - 34,800 + GP 4200/-

2. The details of the posts along with eligibility criteria required for each category of post are given in Vacancy Circular (available on Ministry of Water Resources website). The appointment will be made on deputation/re-employment/direct recruitment basis. The maximum age of the applicant should not be more than 56 years on deputation basis on the date of closing of the application.

3. The application in prescribed Proforma, (Annexures available on Ministry of Water Resources website) complete in all respects may be sent to Registrar of Mahadaya Water Disputes Tribunal at the aforesaid address within 30 days from the date of publication in the Employment News.

4. The vacancy circular along with Annexure can be downloaded from the website of the Ministry of Water Resources, Government of India, www.wrmin.nic.in


(B.V.Sharma)
Registrar (MWDT)

F.No.1/1/2012/MWDT
MAHADAYI WATER DISPUTES TRIBUNAL
MINISTRY OF WATER RESOURCES
GOVERNMENT OF INDIA
NEW DELHI

Dated the 10th May,2012

CIRCULAR

Subject: Filling up of various post in Mahadayi Water Disputes Tribunal (MWDT)

It is proposed to prepare a panel of suitable candidates for filling up posts of Assessor, Registrar, Assistant Registrar, Executive Engineer, Principal Private Secretary, Court Master, Section Officer, Private Secretary, Assistant and Personal Assistant, on deputation/re-employment/direct recruitment basis from the employees of Central Government/Public Sector Undertakings/Autonomous Bodies/Semi Government/Statutory Bodies and others. The terms and conditions of appointment will be regulated under the DOP&T O.M.No.2/29/91-Estt.(Pay.II) dated 5th January,1994 as amended from time to time. The description of posts and eligibility criteria are at Annexure-1. Performa for Application is at Annexure II. Application duly filled in as per Performa along with C.R. dossiers and the latest vigilance clearance certificate of the eligible candidates (in the case of serving officers) may be forwarded by the organizations/Departments concerned to the Registrar, Mahadayi Water Disputes Tribunal, Room No.11A, II Floor, B-Wing, Lok Nayak Bhavan, Khan Market, New Delhi-110003 within 30 days from the date of issue of the advertisement in the "Employment News". Selected candidates shall not be allowed to withdraw their candidature. Incomplete application shall not be considered.


(B.V.SHARMA) 10/5/12
Registrar
Tel. No.24647714

F.No. 1/Estt/MWDT/2012

MAHADAYI WATER DISPUTES TRIBUNAL

Ministry of Water Resources, Government of India

It is proposed to fill up various posts in the Mahadayi Water Disputes Tribunal (MWDT), at New Delhi, from the employees of Central Government/Public Sector Undertaking/Autonomous Bodies and others. The description of the posts and eligibility criteria are at Annexure-1. The terms and conditions of appointment will be regulated under the DOP&T O.M. No. 2/29/91-Estt.(Pay II) dated 5th January, 1994 as amended from time to time. Applications, duly filled in as per "Proforma" at Annexure-II along with CR dossiers (as per eligibility criteria) and the latest vigilance clearance certificate of the eligible candidates may be forwarded by the Organisation/Departments concerned to the Registrar, Mahadayi Water Disputes Tribunal, Room No. 11-A, 2nd Floor, 'B' Wing, Lok Nayak Bhawan, Khan Market, New Delhi-110003, within 45 days from the date of publication of the advertisement. The employees working in the Mahadayi Water Disputes Tribunal are not eligible for Government accommodation. The selected candidates would not be allowed to withdraw their candidature. Incomplete application shall not be considered.

(B.V.Sharma)

Registrar

Tel: 24647714

Annexure-I

The description of the Post and Eligibility Criteria

Name of the Post	Number of Posts	Pay Band and Grade pay/ Pay Scale	Eligibility Criteria for the post(s)
Assessor	2	HAG Rs.67000- increment @3% per annum- Rs. 79,000/-	Deputation (including short term contract) Officer under the Central Government/State Government/ UT/ PSUs (Autonomous/ Semi-Government/ Statutory Organisations etc. (i) Holding analogous post on regular basis OR holding a post in the pay band IV + GP Rs 10000/- (or equivalent in the pre-revised scale) with three year regular service in the grade OR officer with 25 years regular service in Group A posts in the service out of which atleast one year regular service should be in the SAG AND (ii) having BE(Civil Engineering) from recognized University or equivalent; AND (i) having at least 15 years experience in the same or some other organization/ Department of the Central Government shall ordinarily not exceed 3 years or till the life of the MWDT or till further orders whichever is earliest. The maximum age limit for appointment by deputation including short term contract shall not be exceeding 56 years. Re-employment: Officers retired from the Central Government/ State Government/UT/PSUs/ Autonomous/Semi-Government/ Statutory Organisations etc. having held (i) analogous post on regular basis OR having held post in the pay band Rs. Rs.67000-increment @3% per annum-Rs. 79,000/- (or equivalent in the pre-revised scales) with one year regular service in the grade OR officer with 25 years regular service in Group A posts in the service out of which atleast one year regular service should be in the SAG AND possessing qualification and experience as of (i) & (ii) above provided that the retired Government servant appointed as Assessor shall cease to hold the post of Assessor after he attains the age of 67 years. Beyond that the term of incumbency can be extended further for a period of not more than six months on the same terms and conditions in public interest if required.
Registrar	1	Rs.15600- 39100/- + Grade Pay Rs.7600/-	Deputation (including short term contract) Officer under the Central Government/State Government/ UT Govt. including State Judicial Services/PSUs/Autonomous/Semi-Government/ Statutory Organisations etc. (i) having Graduate degree from recognized University or equivalent; AND (ii) Holding analogous post on regular basis or holding a post in the pay band of Rs. 15600-39100 + GP 6600/- (or equivalent in pre revised scale) with 5 years regular service in the grade AND (iii) having at least 5 years experience of handling Establishment, Administration or Accounts matters. Preference shall be given to the Law Graduates with knowledge of legal matters and procedures and experience of court proceedings. Note: Period of deputation/ contract including the period of deputation/contract in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ Department of the Central Government shall ordinarily not exceed 3 years or till the life of the MWDT or till further orders whichever is earliest. The maximum age limit for appointment by deputation including short term contract shall not be exceeding 56 years. Re-employment: Officers retired from the Central Government/ State Government/UT Govt. including State Judicial Services. PSUs/Autonomous Semi Govt./Statutory Organisations etc. having held analogous post on regular basis or a post in the pay band of Rs. 15600-39100 + GP-6600/- (or equivalent in pre revised scale) with five years regular service and possessing qualification and experience as of (i) (ii) & (iii). Preference shall be given to the Law Graduates with knowledge of legal matters and procedures and experience of court proceedings. Provided that the initial appointment shall be for one year likely to be extendable on year to year basis subject to the condition that retired Government servant appointed as Registrar shall cease to hold the post of Registrar after he attains the age of 65 years. Beyond that the term of incumbency can be extended further for a period of not more than six months on the same terms and conditions in public interest if required.
Assistant Registrar	1	Rs.15600- 39100/- + Grade Pay	Deputation (including short-term contract) Officer under the Central Government/State Government/UT/ PSUs/Autonomous/Semi-Government/ Statutory Organisations etc. (i) Holding analogous post on regular basis OR holding the post in the pay band of Rs. 9300-34800/- + GP Rs. 4800/- (or equivalent in the pre revised scale) with six year regular service in the grade OR holding the post in the pay band of Rs. 9300-34500/- + GP Rs. 4200/- (or equivalent in the pre revised scale) with ten year regular service in the grade AND (ii) Possessing of at least 3 years experience of Establishment, Administration and Accounts etc. of the

			Re-employment : Officers retired from the Central Government/ State Government/ UT/PSUs/ Autonomous/ Semi- Government/ Statutory Organisations etc. (i) Having held analogous post on regular basis OR Having held the post in the pay band of Rs. 9300-34800/- + GP Rs. 4800 (or equivalent in the pre revised scale) with six years regular service in the grade OR Having held the post in the pay band of Rs. 9300-34800/- + GP Rs. 4200 (or equivalent in the pre revised scale) with ten years regular service in the grade AND (ii) Possessing at least 3 years knowledge of Establishment, Administration and Accounts of the Government establishment. Provided that the initial appointment shall be for one year likely to be extendable on year to year basis subject to the condition that retired Govt. Servant appointed as Assistant Registrar shall cease to hold the post of Assistant Registrar after he attains the age of 65 years. Beyond that the term of incumbent can be extended further for a period of not more than six months on the same terms and conditions in public interest if required. FAILING WHICH By Direct Recruitment on contract basis: Essential : 1. Degree from a recognized University 2. Must have three years experience in Establishment Administration and Accounts work in industrial/ Academic/ Govt. Departments/ Institutions/ organisations. Desirable : Degree in Law from a recognized university in India. The terms & conditions of appointment shall be decided by the central government. Note: In the case of direct recruitment, a person who is selected for the post will hold the said post on co-terminous basis with the life of the Tribunal and he will not have any claim for regular absorption in government.
Executive Engineer	1	Rs.15600-39100/- + Grade Pay Rs.6600/-	Deputation (including short-term contract) Officer under the Central Government/State/Government/ UT/ PSUs/Autonomous/Semi-Government/ Statutory Organisations etc. (i) Holding analogous post on regular basis OR holding a post in the pay band Rs. 15600-39100/- + GP Rs. 5400/- (or equivalent in the pre-revised scales) with five year regular service in the grade OR Holding the post in the pay band of Rs. 9300-34800/- + GP Rs. 4200/- (or equivalent in the pre-revised scales) with ten years regular service in the grade AND (ii) Having a degree in Civil Engineering from recognized University or equivalent. Officers having experience in Irrigation Management/inter State Water Disputes/Hydrology will be preferred. Note: Period of deputation/ contract including the period of deputation/contract in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ Department of the Central Government shall ordinarily not exceed 3 years or till the life of the MWDT or till further orders whichever is earliest. The maximum age limit for appointment by deputation including short term contract shall not be exceeding 56 years. FAILING WHICH Re-employment : Officers retired from the Central Government/ State Government/UT/PSUs/ Autonomous/Semi-Government/ Statutory Organisations etc. having held (i) analogous post on regular basis OR Having held a post in the pay band Rs. 15600-39100/- + GP Rs. 5400/- (or equivalent in the pre-revised scales) with five years regular service in the grade OR Having held the post in the pay band Rs. 9300-34800/- + GP Rs. 4200/- (or equivalent in the pre-revised scales) with ten years regular service in the grade AND (ii) Having a degree in Civil Engineering from recognized University or equivalent. Officers having experience in Irrigation Management/inter State Water Disputes/Hydrology will be preferred. Provided that the initial appointment shall be for one year, likely to be extendable on year to year basis subject to the condition that the retired Govt. Servant appointed as Executive Engineer shall cease to hold the post of Executive Engineer after he attains the age of 65 years. Beyond that the term of incumbent can be extended further for a period of not more than six months on the same terms and conditions in public interest if required. FAILING WHICH Direct Recruitment on contract basis: (i) Having a degree in Civil Engineering from recognized University or equivalent (ii) Must have 5 years experience in Irrigation Management/ Hydrology. The terms & conditions of appointment shall be decided by the central government. Note: In the case of direct recruitment, a person who is selected for the post will hold the said post on co-terminous basis with the life of the Tribunal and he will not have any claim for regular absorption in government.
Principal Private Secretary	3	Rs.15600-39100/- + Grade Pay Rs.6600/-	Deputation (including short-term contract) Officer under the Central Government/State/Government/ UT/ PSUs/ Autonomous/ Semi-Government/ Statutory Organisations etc. (i) A Graduate from recognized University or equivalent having a speed of 120 words per minute in shorthand; AND (ii) Holding analogous post on regular basis OR holding a post in the pay band Rs. 15600-39100/- + GP Rs. 5400/- (or equivalent in the pre-revised scales) with five years regular service in the grade OR Holding a post in the pay band of Rs. 9300-34800/- + GP. 4200 (or equivalent in the pre revised scale) with six years regular service in the grade OR Holding a post in the pay band of Rs. 9300-34800/- + GP. 4200 (or equivalent in the pre revised scale) with ten years regular service in the grade. Note: Period of deputation/ contract including the period of deputation/contract in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ Department of the Central Government shall ordinarily not exceed 3 years or till the life of the MWDT or till further orders whichever is earliest. The maximum age limit for appointment by deputation including short term contract shall not be exceeding 56 years. FAILING WHICH Re-employment : Officers retired from the Central Government/ State Government/UT/PSUs/ Autonomous/Semi-Government/ Statutory Organisations etc. (i) A Graduate from recognized University or equivalent having a speed of 120 words per minute in shorthand AND (ii) having held analogous post on regular basis OR a post in the pay band of Rs. 15600-39100/- + GP Rs. 5400/- (or equivalent in the pre-revised scales) with five years regular service in the grade OR a post in the pay band of Rs. 9300-34800/- + GP Rs. 4200/- (or equivalent in pre-revised scale) with six years regular service in the grade OR a post in the pay band of Rs. 9300-34800/- + GP Rs. 4200/- (or equivalent in pre-revised scale) with ten years regular service in the grade. Provided that the initial appointment shall be for one year, likely to be extendable on year to year basis subject to the condition that the retired Govt. Servant appointed as Pr. Private Secretary shall cease to hold the post of Pr. Private Secretary after he attains the age of 65 years. Beyond that the term of incumbent can be extended further for a period of not more than six months on the same terms and conditions in public interest if required. FAILING WHICH Direct Recruitment on contract basis: A Graduate from recognized University or equivalent having a speed of 120 words per minute in shorthand. The terms & conditions of appointment shall be decided by the central government. Note: In the case of direct recruitment, a person who is selected for the post will hold the said post on co-terminous basis with the life of the Tribunal and he/she will not have any claim for regular absorption in government.
Court Master	2	Rs.15600-39100/- + Grade Pay Rs.6600/-	Deputation (including short-term contract) Officer under the Central Government/State/Government/ UT/ PSUs/ Autonomous/ Semi-Government/ Statutory Organisations etc. (i) A Graduate from recognized University or equivalent having a speed of 120 words per minute in shorthand; AND (ii) Holding analogous post on regular basis OR holding a post in the pay band of Rs. 15600-39100/- + GP Rs. 5400/- (or equivalent in the pre-revised scales) with five years regular service in the grade OR Holding a post in the pay band of Rs. 9300-34800/- + GP. 4200 (or equivalent in the pre revised scale) with six years regular service in the grade OR Holding a post in the pay band of Rs. 9300-34800/- + GP. 4200 (or equivalent in the pre revised scale) with ten years regular service in the grade. Note: Period of deputation/ contract including the period of deputation/contract in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ Department of the Central Government shall ordinarily not exceed 3 years or till the life of the MWDT or till further orders whichever is earliest. The maximum age limit for appointment by deputation including short term contract shall not be exceeding 56 years. FAILING WHICH Re-employment : Officers retired from the Central Government/ State Government/UT/PSUs/ Autonomous/Semi- Government/ Statutory Organisations etc. (i) A Graduate from recognized University or equivalent having a speed of 120 words per minute in shorthand AND (ii) having held analogous post on regular basis OR a post in the pay band of Rs. 15600-39100/- + GP Rs. 5400/- (or equivalent in the pre-revised scales) with five years regular service in the grade OR a post in the pay band of Rs. 9300-34800/- + GP Rs. 4200/- (or equivalent in pre-revised scale) with six years regular service in the grade OR a post in the pay band of Rs. 9300-34800/- + GP Rs. 4200/- (or equivalent in pre-revised scale) with ten years regular service in the grade. Provided that the initial appointment shall be for one year, likely to be extendable on year to year basis subject to the condition that the retired Govt. Servant appointed as Court Master shall cease to hold the post of Court Master after he attains the age of 65 years. Beyond that the term of incumbent can be extended further for a period of not more than six months on the same terms and conditions in public interest if required. FAILING WHICH Direct Recruitment on contract basis: A Graduate from recognized University or equivalent having a speed of 120 words per minute in shorthand. The terms & conditions of appointment shall be decided by the central government. Note: In the case of direct recruitment, a person who is selected for the post will hold the said post on co-terminous basis with the life of the Tribunal and he/she will not have any claim for regular absorption in government.

Section Officer	1	Rs.9300-34800/- + GP Rs.4800/-	Deputation (including short-term contract) Officer under the Central Government/State Government/UT/PSUs/Autonomous/Semi-Government/Statutory Organisations etc. (i) having Graduate degree in any stream from recognized University OR equivalent, AND (ii) Holding analogous post on regular basis OR holding the post in the pay band of Rs. 9300-34800/- + GP Rs. 4200 (or equivalent in the pre-revised scales) with at least six years regular service. Preference shall be given to persons possessing knowledge of Administrative and Account matters of Government establishment. Note: Period of deputation/contract including the period of deputation/contract in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ Department of the Central Government shall ordinarily not exceed 3 years or till the life of the MWDT or till further orders whichever is earliest. The maximum age limit for appointment by deputation including short term contract shall not be exceeding 58 years. FAILING WHICH Re-employment : Officers retired from the Central Government/ State Government/UT/PSUs/ Autonomous/Semi-Government/ Statutory Organisations etc. (i) having Graduate degree in any stream from recognized University OR equivalent, AND (ii) having held analogous post on regular basis OR a post in the pay band of Rs. 9300-34800/- + GP Rs. 4200 (or equivalent in the pre-revised scales) with six years regular service. Preference shall be given to persons possessing knowledge of Administrative and Account matters of Government establishment. Provided that the initial appointment shall be for one year, likely to be extendable on year to year basis subject to the condition that the retired Government Servant, appointed as Section officer shall cease to hold the post of Section Officer after he attains the age of 65 years. Beyond that the term of incumbent can be extended further for a period of not more than six months on the same terms and conditions in public interest if required. FAILING WHICH Direct Recruitment on contract basis: The terms & conditions of appointment shall be decided by the central government. Note: In the case of direct recruitment, a person who is selected for the post will hold the said post on co-terminus basis with the life of the Tribunal and he/she will not have any claim for regular absorption in government.
Private Secretary	2	Rs.9300-34800/- + Grade pay Rs.4800/-	Deputation (including short-term contract) Officer under the Central Government/State Government/UT/PSUs/Autonomous/Semi-Government/Statutory Organisations etc. (i) a Graduate from recognized University or equivalent having a speed of 120 words per minute in shorthand; AND (ii) Holding analogous post on regular basis OR Holding a post in the pay band Rs. 9300-34,800/- + GP Rs. 4200/- (or equivalent in the pre-revised scales) with at least six years regular service in the grade; Note: Period of deputation/contract including the period of deputation/contract in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ Department of the Central Government shall ordinarily not exceed 3 years or till the life of the MWDT or till further orders whichever is earliest. The maximum age limit for appointment by deputation including short term contract shall not be exceeding 56 years. FAILING WHICH Re-employment : Officers retired from the Central Government/ State Government/UT/PSUs/ Autonomous/ Semi-Government/ Statutory Organisations etc. (i) a Graduate from recognized University or equivalent having a speed of 120 words per minute in shorthand AND (ii) having held analogous post on regular basis OR Having held a post in the Pay band Rs. 9300-34,800/- + GP Rs. 4200/- (or equivalent in pre revised scale) with six years regular service in the grade. Provided that the initial appointment shall be for one year, likely to be extendable on year to year basis subject to the condition that the retired Govt. Servant appointed as Private Secretary shall cease to hold the post of Private Secretary after he attains the age of 65 years. Beyond that the term of incumbent can be extended further for a period of not more than six months on the same terms and conditions in public interest if required. FAILING WHICH Direct Recruitment on contract basis: (i) having Graduate degree in any stream from recognized University OR equivalent, (ii) having a speed of 120 words per minute in shorthand; The terms & conditions of appointment shall be decided by the central government. Note: In the case of direct recruitment, a person who is selected for the post will hold the said post on co-terminus basis with the life of the Tribunal and he/she will not have any claim for regular absorption in government.
Assistant	2	Rs.9300-34800/- + Grade pay 4200/-	Deputation (including short-term contract) Officer under the Central Government/State Government/UT/PSUs/ Autonomous/ Semi- Government/Statutory Organisations etc. (i) a Graduate from recognized University AND (ii) Holding analogous post on regular basis OR Holding post in the pay band Rs. 5200-20200/- + GP Rs. 2800/- (or equivalent in the pre revised scale) with 6 years regular service in the grade in administration or Cash/ accounts and having knowledge of computer. Note: Period of deputation/contract including the period of deputation/contract in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ Department of the Central Government shall ordinarily not exceed 3 years or till the life of the MWDT or till further orders whichever is earliest. The maximum age limit for appointment by deputation including short term contract shall not be exceeding 55 years. FAILING WHICH Re-employment : Officers retired from the Central Government/ State Government/UT/PSUs/ Autonomous /Semi- Government/ Statutory Organisations etc. (i) a Graduate from recognized University AND (ii) having held analogous post on regular basis OR having held a post in the pay band Rs. 5200- 20200/- + GP Rs. 2800/- (or equivalent in the pre revised scale) with 6 years regular service in the grade OR having held in the pay band Rs. 5200-20200/- + GP Rs.2400/- (or equivalent in pre-revised scales) with 10 years regular service in the grade. Provided that the initial appointment shall be for one year, likely to be extendable on year to year basis subject to the condition that the retired Govt. Servant appointed as Assistant shall cease to hold the post of Assistant after he attains the age of 65 years. Beyond that the term of incumbent can be extended further for a period of not more than six months on the same terms and conditions in public interest if required. FAILING WHICH Direct Recruitment on contract basis: (i) having Graduate degree in any stream from recognized University OR equivalent, Desirable: persons having experience in Establishment Administration and Accounts work in Industrial/ Academic/ Govt. Departments/ Institutions/ organisations. of Government establishment. The terms & conditions of appointment shall be decided by the central government. Note: In the case of direct recruitment, a person who is selected for the post will hold the said post on co-terminus basis with the life of the Tribunal and he/she will not have any claim for regular absorption in government.
Personal Assistant	1	Rs.9300-34800/- + Grade Pay 4200/-	Deputation (including short-term contract) Officer under the Central Government/State Government/UT/PSUs/ Autonomous/Semi- Government/ Statutory Organisations etc. (i) a Graduate from recognized University or equivalent having a speed of 100 words per minute in shorthand; AND (ii) Holding analogous post on regular basis OR Holding post in the pay band Rs. 5200-20200/- + GP Rs. 2800/- (or equivalent in the pre revised scale) with 6 years regular service in the grade OR Holding post in the pay band Rs. 5200-20200/- + GP Rs. 2400/- (or equivalent in the pre revised scale) with 10 years regular service in the grade. Preference would be given to the candidate having good knowledge in the computer. Note: Period of deputation/contract including the period of deputation/contract in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ Department of the Central Government shall ordinarily not exceed 3 years or till the life of the MWDT or till further orders whichever is earliest. The maximum age limit for appointment by deputation including short term contract shall not be exceeding 55 years. FAILING WHICH Re-employment : Officers retired from the Central Government/ State Government/UT/PSUs/ Autonomous/ Semi-Government/ Statutory Organisations etc. (i) a Graduate from recognized University or equivalent having a speed of 80 words per minute in shorthand; AND (ii) having held analogous post on regular basis OR having held a post in the pay band Rs. 5200-20200/- + GP Rs. 2800/- (or equivalent in the pre revised scale) with 6 years regular service in the grade OR having held in the pay band Rs. 5200-20200/- + GP Rs.2400/- (or equivalent in the pre-revised scales) with 10 years regular service in the grade. Preference would be given to the candidate having good knowledge in the computer. Provided that the initial appointment shall be for one year, likely to be extendable on year to year basis subject to the condition that the retired Govt. Servant appointed as Personal Assistant shall cease to hold the post of Personal Assistant after he attains the age of 65 years. Beyond that the term of incumbent can be extended further for a period of not more than six months on the same terms and conditions in public interest if required.

Note: 1) Age limit for Direct Recruits: Up to 45 years as on the date of advertisement of vacancies. Relaxation of age limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, ex-servicemen, and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard. (u)

2) For all above posts Period of deputation/contract including the period of deputation/contract in another ex-cadre post held immediately preceding this appointment in the same or some other organization/Department of the Central Government shall ordinarily not exceed 3 years or till the l.e of the MWD7 or till further orders whichever is earliest. The maximum age limit for appointment by deputation including short-term contract shall not be exceeding 56 years.

5

ANNEXURE-II

TO BE FILLED BY THE APPLICANT:

- Name:
- Date of Birth:
- Designation with Grade/Group of post:
- Post holding on regular basis and w.e.f.:
- Pay Scale on regular basis w.e.f.:
- Name of the Department of the office:
- Service particulars in chronological order point wise:

Sl. No.	Post held & Office	From	To	Scale of Pay	Nature of appointment (Substantive/ hoc) Officiating / Ad-	Nature of Duties
2.	3.	4.	5.	6.	7.	

Educational/Technical Qualification:

Experience/Training undergone:

Speed of Shorthand as the case may be:

Knowledge of Computer:

Any other Information if any:

I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief and I shall not withdraw my candidature after selection.

Signature of applicant:

TO BE FILLED BY THE FORWARDING AUTHORITY: It is certified that the particulars given above are correct; the applicant will be relieved for appointment on deputation basis. His /Her application is forwarded along with vigilance clearance Certificate and (II) C.R. dossiers [last 5 years] (if not enclosed, the time on which these documents will be sent by the Department).

Signature

Designation

Department (of the forwarding officer)

Date & Official Seal