

Tele : 0141 - 2201993

Armed Forces Tribunal
Regional Bench
Near Sapta Shakti Gate
Sawai Jai Singh Highway
Bani Park, Jaipur -302016

AFT/RB/JP/Estt/F-54(15)/2024 /223

27 Mar 2024

The Principal Registrar
Principal Bench
Armed Forces Tribunal
West Block - VIII, Sector - 1
RK Puram, New Delhi - 110066

VACANCY CIRCULAR

Sir,

1. Further to this Regional Bench letter No. AFT/RB/JP/Estt/F-54(15)/2024/156 dated 28 Feb 2024.
2. Fresh Vacancy Circular pertaining to this Regional Bench for obtaining approval of Competent Authority, duly amended as per the directions vide your letter under reference is submitted herewith for your needful action please.
3. This Bench letter quoted under reference may please be treated as cancelled.
4. Further it is submitted that the same may please be uploaded on the website of Principal Bench, New Delhi once the approval of Competent Authority is accorded.

Yours faithfully,


(Dr Chetna)
Registrar

Encls : (Eleven pages)

GOVERNMENT OF INDIA
MINISTRY OF DEFENCE
ARMED FORCES TRIBUNAL, REGIONAL BENCH, JAIPUR
Near Sapta Shakti Gate, Sawai Jai Singh Highway,
Bani Park, Jaipur-302016

AFT/RB/JP/Estt/54(15)/223

Dated : 27 Mar 2024

VACANCY CIRCULAR

Applications are invited for filling up the posts of Deputy Registrar, Section Officer/Tribunal Officer, Private Secretary, Assistant, Junior Accountant, Upper Division Clerk, Stenographer Grade- II & Data Entry Operator in the Armed Forces Tribunal, Regional Bench, Jaipur **on Deputation basis for a period of three years** from suitable candidates, who fulfill the eligibility conditions: -

S. No.	Name of the Post	No. of post	Pay scale (Rs.)	Eligibility conditions
1	2	3	4	5
1.	Deputy Registrar (General Central Services Group 'A' Gazetted, Non-Ministerial)	01	Pay Matrix Level – 11 (Rs 67700-208700)	Officers of the Central Government or State Government or Supreme Court or High Court or District Courts or Statutory/Autonomous bodies having pensionary benefits. (a) (i) holding analogous post on regular basis in the parent cadre or department, or (ii) with five years regular service in the parent cadre or Department in posts in level 10 of the pay Matrix, or (iii) with six years regular service in the parent cadre or Department in post in level 8 of the pay Matrix, or (iv) with Seven years regular service in the parent cadre or Department in post in level 7 of the pay Matrix; and (b) having five years of experience in personnel and Administrative or Judicial work. Desirable : Possessing a degree in law from a recognized University. Note 1: The departmental officers 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 Armed Forces Tribunal shall not be eligible for consideration for appointment by promotion. Note 2 : The period of deputation including period of deputation (including Short Term Contract) in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation or Department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of application.

1	2	3	4	5
2.	Section Officer/ Tribunal Officer (General Central Services Group 'B' Gazetted, Non-Ministerial)	02	Pay Matrix Level – 7 (Rs 44900-142400)	<p>Persons working under Central Government or State Governments or Supreme Court or High Courts or subordinate Courts or Statutory/ Autonomous bodies having pensionary benefits:</p> <p>(a) Holding :</p> <p>(i) analogous post on regular Basis in the parent cadre or Department; or</p> <p>(ii) post in the Level 5 of the Pay Matrix (Rs. 29200 - 92300) with five years regular service in the grade, and</p> <p>(b) possessing the following educational qualifications and experience:</p> <p>(i) Degree of a recognized University; and</p> <p>(ii) Having 2 years experience in personnel, administrative or judicial work.</p> <p>Desirable: - Degree in Law.</p> <p>Note 1 : The departmental officers in the feeder grade who are in direct line of promotion shall not be eligible for consideration for appointment on deputation.</p> <p>Note 2 : The period of deputation including the period of deputation(including short term contract) in another ex-cadre post held immediately preceding the appointment in the same or some other Organization or department of the Central Government shall ordinarily not exceed 3 years. The maximum age limit for appointment by deputationist shall not exceeding the age of 56 years on the last date of receipt of applications.</p>

1	2	3	4	5
3.	Private Secretary (General Central Service Group 'B' Gazetted Ministerial)	01	Pay Matrix Level – 7 (Rs 44900-142400)	<p>Stenographer in Central Government or State Government or Supreme Court or High Court or High Court or Subordinate Courts or Statutory / Autonomous bodies having pensionary benefits, holding :</p> <p>(i) analogous post on regular basis in parent cadre or department ; or</p> <p>(ii) a post in the Level – 6 of the pay matrix (35400-112400) with five years regular service in the grade.</p> <p>Note 1 : The departmental officer in the feeder grade who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation.</p> <p>Note 2 : The period of deputation including the period of deputation(including short term contract) in another ex-cadre post held immediately preceding the appointment in the same or some other Organization or department of the Central Government shall ordinarily not exceed 3 years. The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of application.</p>
4.	Assistant (General Central Service, Group 'B' Non-Gazetted Ministerial)	02	Pay Matrix Level – 6 (Rs. 35400-112400)	<p>Officials working under Central Government or State Governments or Supreme Court or High Courts or Subordinate Courts or Statutory/ Autonomous bodies having pensionary benefits</p> <p>(a) (i) holding analogous post on regular basis in parent cadre or department; or</p> <p>(ii) Upper Division Clerks in level 4 of the pay matrix (Rs 25500-81100) with 10 years regular service in the grade in Central Government or State Government or Supreme Court or High Court or Subordinate Courts.</p> <p>(b) (i) Possessing Degree from recognized University; and</p> <p>(ii) having 2 years experience in establishment, administration or Accounts.</p> <p>Note : The period of deputation including the period of deputation(including short term contract) in another ex-cadre post held immediately preceding the appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed 3 years. The maximum age limit for deputationist shall not be exceeding the age of 56 years on the last date of receipt of applications.</p>

1	2	3	4	5
5.	Junior Accountant (General Central Services Group 'C' Non Gazetted Ministerial)	01	Pay Matrix Level – 5 (Rs 29200-92300)	Officials working under the Central Government/ State Government/ Union Territories/ PSUs/Autonomous Organizations – (a) (i) holding analogous posts on regular basis: or (ii) with five years regular service in posts in the level-4 in the pay matrix (Rs 25500-81100); and (b) Possessing Bachelor's degree from a recognized University .
6.	Upper Division Clerk (General Central Services Group 'C' Non Gazetted Ministerial)	01	Pay Matrix Level – 4 (Rs 25500-81100)	Officers from Central Government or State Governments or Tribunal or Commissions or Statutory bodies or Courts : (i) holding analogous post on regular basis; or (ii) holding the post in the Pay Matrix Level – 2 (Rs. 19900-63200) with eight years regular service. Note 1: The departmental officers in the feeder grade who are in direct line of promotion shall not be eligible for consideration for appointment on deputation and similarly, a deputationist shall not be eligible for consideration for appointment by promotion. Note 2 : The period of deputation including the period of deputation(including short term contract) in another ex-cadre post held immediately preceding the appointment in the same or some other organization or Department of the Central Government shall ordinarily not to exceed three years. Note 3 : The maximum age limit for appointment by deputation or absorption shall be not exceeding 56 years as on the closing date of receipt of applications. Note 4 : For the purpose of appointment on deputation or absorption, the service rendered on a regular basis by an officer prior to 1 st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Commission, except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale, and where this benefit will extend only for the posts for which that grade pay or pay scale is the normal replacement grade without any upgradation.

1	2	3	4	5
7.	Stenographer Grade- II (General Central Services Group 'C' Non Gazeted, Ministerial)	03	Pay Matrix Level – 4 (Rs 25500- 81100)	<p>Note :- The qualification regarding experience is relaxable at the discretion of the Chairperson, Armed Forces Tribunal, in the case of candidates belonging to the SC or ST, if at any stage of selection, the Chairperson, Armed Forces Tribunal is of the opinion that the sufficient number of candidate with requisite experience are not likely to be available to fill up the vacancy reserved for them.</p> <p>Deputation—Officers possessing the qualifications prescribe for direct recruitment and holding analogous posts on regular basis in the Central Government or State Governments or Tribunal or Commissions or Statutory bodies or Courts.</p> <p><u>Essential</u> :</p> <p>(1) 12th class pass or equivalent qualification from a recognized board or university.</p> <p>(2) Skill Test Norms : On computer, <u>Dictation</u> : 10 minutes @ 80 words per minute. <u>Transcription</u> : 50 minutes (English); 65 minuets (Hindi).</p> <p>(3) Computer training course of at least six months duration.</p> <p>Note 1 : Period of deputation including period of deputation in another ex-cadre post, held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed three years.</p> <p>Note 2 : The maximum age limit for appointment by deputation or absorption shall be not exceeding 56 years as on the closing date of receipt of applications.</p> <p>Note 3 : For the purpose of appointment on deputation or absorption, the service rendered on a regular basis by an officer prior to 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Commission, except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale, and where this benefit will extend only for the posts for which that grade pay or pay scale is the normal replacement grade without any upgradation</p>

1	2	3	4	5
8.	Data Entry Operator (General Central Services Group 'C' Non Gazeted, Non Ministerial)	03	Pay Matrix Level – 2 (Rs 19900-63200)	<p>Officials from the Central Govt or state Govt or Tribunals or Commissions or Statutory Bodies or courts (i) holding analogous post on regular basis or (ii) holding post(s) in the Pay Matrix Level – 2(Rs. 19900-63200), with two years regular service in the grade and possessing the qualifications prescribed in column 7 as under :</p> <p>Essential :</p> <p>(a) 12th class pass or equivalent qualification from a recognized institution or board or equivalent ; and</p> <p>(b) Diploma or Certificate in Information Technology or Computer field ; and</p> <p>(c) Knowledge of data entry or computer operation (should possess a speed of not less than 8000 Key Depressions per hour for data entry work).</p> <p>Desirable : Graduate from a recognized university.</p> <p><u>Note</u> : The speed of 8000 Key Depressions per hour for data entry works is to be judged by conducting a speed test on the Electronic Data of Processing (EDP) Machines (s) by the Competent Authority.</p> <p>Note :- The qualification regarding experience is relaxable at the discretion of the Chairperson, Armed Forces Tribunal, in the case of candidates belonging to the SC or ST, if at any stage of selection, the Chairperson, Armed Forces Tribunal is of the opinion that the sufficient number of candidate with requisite experience are not likely to be available to fill up the vacancy reserved for them.</p> <p>Note 1 : Period of deputation including period of deputation in another ex-cadre post, held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not to exceed three years.</p> <p>Note 2 : The maximum age limit for appointment by deputation or absorption shall be not exceeding 56 years as on the closing date of receipt of applications.</p> <p>Note 3 : For the purpose of appointment on deputation or absorption, the service rendered on a regular basis by an officer prior to 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Commission, except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale, and where this benefit will extend only for the posts for which that grade pay or pay scale is the normal replacement grade without any upgradation.</p>

2. The pay of the officer selected on deputation basis will be governed by Do P&T O.M. No. 6/8/2009-Estt (Pay-II) dated 17.06.2010, No.2/11/2017/Estt(Pay-II) dated 24.11.2017, as amended from time to time.
3. The departmental officers 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 Armed Forces Tribunal shall not be eligible for consideration for appointments by promotion channel.
4. The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of applications.
5. The application in the prescribed proforma (Annexure-I) of the eligible officer, who can be spared in the event of his/her selection may be forwarded through proper channel to The Registrar, Armed Forces Tribunal, Regional Bench, Jaipur-3020016, Near Sapta Shakti Gate, Sawai Jai Singh Highway, Banipark, Jaipur-302016 by the Department **latest by 15th May, 2024** along with photo copies of the Annual Confidential Reports for the last five years of the candidates along with Vigilance Clearance Certificate.
6. The applications received without supporting documents, photograph, unsigned and incomplete in any manner, shall be summarily rejected.
7. It may please be noted that this Office is not yet enlisted in the Directorate of Estate for allotment of GPRA (General Pool Residential Accommodation). But, entitled for HRA, Deputation Allowance, etc as per current rules.
8. Number of vacancies reflected above may vary.
9. Candidates who apply for the post will not be allowed to withdraw their candidature subsequently.



(Dr. Chetna)
Registrar

Distribution:

1. The Secretary General, Supreme court of India, Tilak Marg, New Delhi
2. All Ministries and Departments of Govt of India.
3. MoD, AFT Cell, New Delhi - please upload on your website,
4. Registrar General High Courts (All over India)
5. The Registrar General, Rajasthan High Court, Jodhpur, Rajasthan
6. All District & Sessions Judges of Rajasthan.
7. The Secretary General, National Human Rights Commission, New Delhi
8. The Principal Secretary, Central General Admin Department, Govt of NCT of Delhi
9. Central Administrative Tribunal, PB, 61/35, Copernicus Marg, New Delhi – 110 001
10. The Registrar, National Company Law Appellate Tribunal, New Delhi
11. The Registrar, National Company Law Tribunal, New Delhi
12. Director Public Relation, Govt of Rajasthan, Secretariat, 'C' Scheme, Jaipur.
13. Armed Forces Tribunal, RB, Jaipur, Website-In-Charge for uploading on the website
14. Guard file.

BIO-DATA/CURRICULUM VITAE PROFORMA

	Post for Applied	-	
1.	Name and Address (in Block letters)	-	
2.	Date of Birth (in Christian era)	-	
3.	(i) Date of entry into service	-	
	(ii) Date of Retirement under Central/State Government Rules	-	
4.	Educational qualifications	-	
5.	Whether educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)	-	
	Qualifications/Experience required as mentioned in the advertisement/circular	-	Qualifications/experience possessed by the officer
	Essential	-	Essential
	(A) Qualification	-	(A) Qualification
	(B) Experience	-	(B) Experience
	Desirable	-	Desirable
	(A) Qualification	-	Qualification
	(B) Experience	-	(B) Experience
5.1	Note :This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular/and issue of Advertisement in the Employment News.		
5.2	In the case of Degree and Post Graduate qualifications Elective/main subjects and subsidiary subjects may be indicated by the candidate.		
6.	Please state clearly whether in the light of entries made by you above, you meet the requisite essential Qualifications and work experience of the post	-	
6.1	Note :Borrowing Departments are to provide their specific comments/views confirming the relevant essential qualification/work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.		
7.	Details of employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.		

Office/Institution	Post held on regular basis	From	To	* Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of Duties (in detail) highlighting Experience required for the post applied for

* Important Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/Pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate may be indicated as below :-

Office/Institution	Pay, Pay Band and Grade Pay drawn under ACP/ MACP Scheme	From	To
8. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent			
9. In case the present employment is held on deputation/contract basis, please state.			
(a) The date of initial appointment	(b) Period of appointment on deputation/contract	(c) Name of the parent office/ organization to which the applicant belongs.	(d) Name of the post and Pay of the post held in substantive capacity in the parent organization
9.1 Note : In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department along with Cadre Clearance. Vigilance Clearance and integrality certificate.			
9.2 Note : Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a lien in his parent cadre/organization.			
10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.			
11. Additional details about present employment : (a) Central Government (b) State Government (c) Autonomous Organization (d) Government Undertaking (e) Universities (f) Others			
12. Please state whether you are working in the same department and are in the feeder grade or feeder to feeder grade			
13. Are you in Revised scale of Pay ? If yes, give the date from which the revision took place and also indicate the pre-revised scale			
14. Total emoluments per month now drawn			
Basic Pay in the PB	Grade Pay	Total Emoluments	

15. In case the applicant belongs to an Organization which is not following the Central Government Pay-scale, the latest salary slip issued by the organization showing the following details may be enclosed.

Basic Pay with Scale of Pay and rate of increment	Dearness Pay/interim relief/other Allowances etc (with break-up-details)	Total Emoluments
<p>16. Additional information, if any relevant to the post you applied for in support of your suitability for the post. This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/ Advertisement)</p>		
<p>17. Whether belongs to the Scheduled Castes, the Scheduled Tribes, the Other Backward Classes, the Ex-Servicemen and other special categories.</p>		

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

(Signature of the candidate)

Address :.....

.....

.....

Date :

.....

Certification by the Employer/Cadre Controlling Authority

The information/details provided in the above application by the applicant are true and correct as per the facts available on records. He/She possess educational qualifications and experience mentioned in the Vacancy Circular. If selected, he/she will be relieved immediately.

2. Also certified that :

(i) There is no vigilance or disciplinary case pending/contemplated against Shri/
Smt_____

(ii) His/Her integrity is certified.

(iii) Hi/Her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.

(iv) No major/minor penalty has been imposed on him/her during the last 10 years Or A list of major/minor penalties imposed on him/her during the last 10 years is enclosed (as the case may be).

Countersigned

(Employer/Cadre Controlling Authority with Seal)