



Government of India  
Ministry of Finance  
Department of Financial services (Banking Division)  
**DEBTS RECOVERY TRIBUNAL-1,**

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F.N.1/1/2016/-Admin/DRT-1/CHN

Dated the 10<sup>th</sup> July, 2017.

**VACANCY CIRCULAR**

Sub : Filling up the vacancy of Accounts Assistant post in the Debts Recovery Tribunal-1 Chennai on deputation basis – reg.

Applications are invited from the eligible candidates of Central Government/State Government/Courts with requisite qualifications and experience for filling up the following vacancy:

**1. Accounts Assistant (Group 'B' Non-Gazetted ) - One post**

The selected candidate will be on deputation basis for a period of three years. The period on deputation including the period of deputation in another ex-cadre post held immediately preceding the appointment in the same or some other department/Organization of Central Government should ordinarily not exceed 3 years. The appointment on deputation basis will be governed by the terms and conditions contained in the DOPT OM No.6/8/2009-Estt (Pay-II) dated 17.06.2010 as amended from time to time. The maximum age limit will be 56 years on the closing date of receipt of application.

The requisite qualifications/experience/service, conditions for these posts are given in Annexure-I

Application of the willing and eligible candidates in the prescribed format as per Annexure-II, may be forwarded to the undersigned through proper channel along with attested copies of last 5 years ACRs/APARs and vigilance

clearance certificate on or before 11/08/2017. The candidates once applied for the posts will not be permitted to withdraw their candidature after the selection process is completed. Application received without the requisite certificates / testimonials etc. will be summarily rejected.

*J. David Jeyaraj* 10/07/17  
(J. David Jeyaraj)  
Registrar I/c

1. All the Departments/Ministries of Government of India – It is requested that this circular may please be given wide publicity.
2. The Registrars of all DRATs & DRTs
3. The Central Administrative Tribunal, Principal Bench, 61/35 Copernicus Marg, New Delhi-110001
4. Registrar General , High Court of Madras, Chennai.
5. All the Central Govt./State Govt. offices located in Chennai.
6. Notice Board, Debts Recovery Tribunal-1, Chennai
7. NIC, Chennai- To post the circular in the Website of DRT-1, Chennai and Government of India and the DOPT under the heading vacancy circular.
8. NIC, Department of Financial Services, DRT Section,, Jeevan Deep Building, Parliament street, New Delhi
9. Copy for information to the Under Secretary, Department of Financial Services, DRT Section,, Jeevan Deep Building, Parliament street, New Delhi

Annexure-1

**Accounts Assistant (Group 'B' Non-Gazetted )**

**Pay Band PB-2 Rs.9300 -Rs.34800 Level 6**

**Method of recruitment - Deputation**

- a. Officer of the Central Government holding analogous posts on regular basis , or
- b. With three years" regular service in the pay scale Rs.5000 – 8000 ( 5<sup>th</sup> CPC pay scale) or
- c. With eight years" regular service in the pay scale of PB I Rs.5200 – 20,200 with G.P. Rs. 2400/- (pre revised 6<sup>th</sup> CPC) or equivalent and having experience of working as Senior Accountant or Accountant in the Scale of PB I Rs.5200 – 20,200 with G.P, Rs. 2400/- (pre revised 6<sup>th</sup> CPC) who have undergone training in Cash and Accounts

**BIO-DATA**

1. Post applied for :
2. Name & address of the applicant with Telephone No:
3. Date of Birth :
4. Age as on the last date of application month ; Year  
days
5. Present Post held :
6. Date of appointment in the grade :  
(i) Regular  
(ii) Adhoc (if applicable)
7. Present Pay Band and Grade Pay :
8. Educational Qualifications :
9. Experience giving service particulars in brief :
10. Date of return from ex-cadre post, if any :
11. Whether SC/ST/OBC :

Date:

(Signature of the Candidate)

**CERTIFICATE BY PARENT OFFICE**

The Information furnished by the candidate has been verified from the records and is found to be correct. There is no vigilance case either pending or contemplated against Shri/Smt. \_\_\_\_\_

(Signature of Head of Office with seal of  
the office)  
Phone No.