

**ARMED FORCES TRIBUNAL
REGIONAL BENCH, KOLKATA
O-6, CLYDE ROW, HASTINGS,
KOLKATA-700 022**

EMPLOYMENT NOTICE

Armed Forces Tribunal, Regional Bench, Kolkata invites applications from the eligible candidates; either retired from High Court or retired Defence Personnel for appointment on re-employment on contract / deputation basis for a period of one year or till the posts are filled up on permanent basis as per Recruitment Rules to the following posts : -

1. Tribunal/Section Officer : ONE (01)
2. Stenographer Grade-I : ONE (01)
3. Stenographer Grade-II : TWO(02)
4. Upper Division Clerk : TWO(02)
5. Lower Division Clerk-cum-
Hindi Typist : THREE (03)
6. Data Entry Operators : TWO (02)
7. Multi Tasking Staff : ONE (01)

Details regarding eligibility criteria & format for application, etc., are given in the Tribunal's website : www.aftkolkata.nic.in

Applications complete in all respect must reach the undersigned by name in a sealed cover at the address mentioned above by Registered Post with A/D or Speed Post or by hand by 12th January, 2016 positively.

Sukadev Sarangi 2/12/15
(SUKADEV SARANGI)
REGISTRAR

**ARMED FORCES TRIBUNAL
REGIONAL BENCH, KOLKATA
O-6, CLYDE ROW, HASTINGS, KOLKATA (WB)-700 022**

File No.: 2(2)/AFT/KB/SELEC/2009/VOL.VI

Dated : 02nd December, 2015

CIRCULAR

Applications are invited for filling up of the following posts in the Armed Forces Tribunal, Regional Bench, Kolkata from retired Government Officers / Ex-servicemen for appointment on contract / deputation* basis for a period of one year or till the said posts are filled up through RR, whichever is earlier : - (*for deputationist, see details in page-2)

Sl. No.	Name of Post	No. of Posts	Pay Scale	Eligibility
1.	Tribunal/Section Officer	01 (ONE) Post	Pay Band-II Rs. 9300- 34,800 + Grade Pay of Rs. 4600/-	(i) Holding analogous post on regular basis; or, (ii) Holding post of Assistant or equivalent in the scale of Rs. 5500-175-9000 (pre-revised) and possessing following educational qualifications : ESSENTIAL (i) Degree from a recognized University or equivalent. (ii) Knowledge in Computer Operation. NOTE – Preference shall be given to persons having Degree in Law.
2.	Tribunal Master Grade-I	01 (ONE) Post	Pay Band-II Rs. 9300- 34,800 + Grade Pay of Rs. 4200/-	<u>Essential Qualification</u> : Matriculation or equivalent from a recognised Board or University, a speed of 100 WPM in English Shorthand & Knowledge in Computer Operation.
3.	Stenographer Grade-II	02 (TWO) Post	Pay Band-III Rs. 5200 - 20200 + Grade Pay of Rs. 2400/-	<u>Essential Qualification</u> : Matriculation or equivalent from a recognised Board or University, a speed of 100 WPM in English Shorthand & Knowledge in Computer Operation.
4.	Upper Division Clerk	02 (TWO) Post	Pay Band-III Rs. 5200 - 20200 + Grade Pay of Rs. 2400/-	(i) Persons having degree from a recognized University; and (ii) Knowledge in computer operation.
5.	Lower Division Clerk-cum-Hindi Typist	03 (THREE Posts)	Pay Band-III Rs. 5200 - 20200 + Grade Pay of Rs. 1900/-	(i) Senior Secondary or equivalent qualification from a recognized Board or University. (ii) A typing speed of 30 WPM in English or 25 WPM in Hindi. (iii) Knowledge of computer Operation. DESIRABLE : Graduate from any University and Computer training course of at least six months duration.

Smt

6.	Date Operator	Entry	02 (TWO) Post	Pay Band-III Rs. 5200 - 20200 + Grade Pay of Rs. 1900/-	(i) 12 th Standard passed from a recognized Institution or Board or equivalent and (ii) Diploma/Certificate in IT/Computer field, and; (iii) Knowledge of Data Entry/Computer Operation.
7.	Multi Staff	Tasking	01 (ONE) Post	Pay Band-III Rs. 5200 - 20200 + Grade Pay of Rs. 1800/-	(i) Pass in 10 th Standard or equivalent of any recognized school. DESIRABLE : Knowledge in computer operations, Possession of Valid Driving Licence and having good driving skill.

The vacancies shown in this circular are tentative in nature, which may increase or decrease.

***In case of Deputation.**

(a) 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 AFT shall not be eligible for consideration for appointment or promotion.

(b) The period on deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall not ordinarily 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.

(c) The pay of the officers selected on deputation basis will be governed in accordance with DoP&T, OM No. 6/8/2009-Estt dt. 17.06.2010, as amended from time to time.

The pay of the Officer/staff selected will be governed in accordance with DoP&T, O.M. No. 3(19)/2009-Estt. (Pay-II) dt. 05.04.2010, as amended from time to time.

The maximum age limit for the re-employment on contract basis is 64 years. The appointment of the retired Government officers/officials will be made only on contract basis on usual terms and conditions and pay fixation. The gross pension may be deducted from the pay fixed. Such appointments will be made for a maximum period of one year or till the posts are filled up as per Recruitment Rules on regular basis; whichever is earlier.

The applications in the prescribed Proforma (Annexure I) may be forwarded by the eligible candidates to the undersigned **BY NAME** latest by **12th January, 2016** in a sealed cover _ along with self attested copies of entire relevant documents. Applications received after the last date will not be entertained.

Applications for one year contractual basis from Ex-servicemen, retired Central Govt. and State Govt., Staffs, High Courts only will be accepted.


(SUKADEV SARANGI)
REGISTRAR
Armed Forces Tribunal,
Regional Bench, Kolkata

CURRICULUM VITAE PROFORMA

SELF ATTESTED PHOTOGRAPH

1. Name and Address (in Block letters) :

8. Date of Birth (in Christian era) :

9. Date of retirement under Central / State Government rules :

10. Educational Qualifications :

11. 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	Qualifications / Experience possessed by the officer
Essential	(1)	
	(2)	
	(3)	
Desired	(1)	
	(2)	

12. Please state clearly whether in the light of entries made by you above, you meet the requirement of the post . :

13. Details of Employment, in chronological order. :
enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

Office /Post held Institution	From	To	Scale of pay and basic of pay	Nature of duties (in detail)

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 you belong, :
10. Additional details about present employment please state whether working under (indicate the name of your employer against the relevant column). :
- a. Central Government
- b. State Government
- c. Autonomous Organization
- d. Government Undertaking
- e. Universities
- f. Others
11. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade, :
12. 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 :
13. Total emoluments per month now drawn :
14. Additional information, if any, which you would like to mention 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).
- (NOTE – Enclose a separate sheet, if the space is insufficient).

15. Please state whether you are applying for deputation :
(ISTC) / Absorption / Re-employment Basis.
(Officers under Central / State Governments are
only eligible for "Absorption". Candidates of
non-Government Organizations are eligible only for
Short Term Contract).

16. Whether belongs to SC/ST : \

17. Remarks; :
(The candidates may indicate information with
regard to (i) Research publications and reports and
special projects (ii) Awards / Scholarship / Official
Appreciation (iii) Affiliation with the professional
bodies / institutions / societies and (iv) any other
information.

(NOTE – Enclose a separate sheet if the space is
insufficient)

I have carefully gone through the vacancy circular / advertisement and I am well aware
that the Curriculum Vitae duly supported by documents submitted by me will also be assessed
by the Selection Committee at the time of selection for the post.

Signature of the candidate

Date

Address

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Countersigned

(if applicable)

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(Employer with Seal)