

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

File No.: 2(5)/AFT/KB/SS/2010/VOL.III

Dated : 07th July, 2015

CIRCULAR

Applications are invited for filling up of the following posts in the Armed Forces Tribunal, Regional Bench, Kolkata on re-employment on contract basis for a period of one year or till the said posts are filled up through Recruitment Rules (R.R.); whichever is earlier : -

Sl. No.	Name of Post	No. of Posts	Pay Scale	Eligibility
01.	Section / Tribunal Officer	02 (TWO) Posts	Pay Band-II Rs. 9300-34,800 + Grade Pay of Rs. 4600/-	Persons retired from High Court or retired Defence Personnel : - <u>Essential Qualification</u> : Degree from recognised University or equivalent, Knowledge in Computer Operation. (Preference shall be given to persons having Degree in Law.
02.	Assistant	01 (ONE) Post	Pay Band-II Rs. 9300-34,800 + Grade Pay of Rs. 4200/-	Persons retired from High Court or retired Defence Personnel : - <u>Essential Qualification</u> : Degree from recognised University or equivalent & Knowledge in Computer Operation.
03.	Tribunal Master Grade-I	01 (ONE) Post	Pay Band-II Rs. 9300-34,800 + Grade Pay of Rs. 4200/-	Persons retired from High Court or retired Defence Personnel : - <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.
04.	Junior Accounts Officer	01 (ONE) Post	Pay Band-II Rs. 9300-34,800 + Grade Pay of Rs. 4200/-	Persons retired from High Court or retired Defence Personnel : - <u>Essential Qualification</u> : Degree in Commerce or equivalent from a recognised University, computer training course of at least six months duration. <u>Desirable</u> . Masters Degree in Commerce.
05.	Junior Librarian	01 (ONE) Post	Pay Band-II Rs. 9300-34,800 + Grade Pay of Rs. 4200/-	Persons retired from High Court or retired Defence Personnel : - <u>Essential Qualification</u> : Degree of a recognized University, Diploma in Library Science of a recognized University or Institute, two years experience in responsible capacity in a library of standing, knowledge in Computer Operation. <u>Desirable</u> . Master's Degree in Library Science from a recognized University or equivalent or degree in law, experience of documentation work in a responsible capacity.



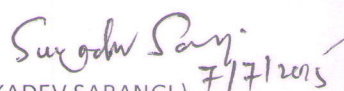
Sl. No.	Name of Post	No. of Posts	Pay Scale	Eligibility
06.	Principal Private Secretary	01 (ONE) Post (Likely date 01.01.2016)	Pay Band-III Rs. 15,600 – 39,100 + Grade Pay Rs. 6600/-	Officers of the High Courts or retired Defence person. <u>Essential Qualification.</u> Graduation or equivalent and experience, possessing speed of 100 WPM in English, Knowledge of Computer Operation. Preference will be given to persons having LLB Degree.
7.	LDC-cum-Hindi Typist	01 (ONE) Post (Likely date 01.10.2015)	Pay Band-I Rs. 5200 – Rs. 20,200 + Grade Pay Rs. 1900/-	Officers of the High Courts or retired Defence person. <u>Essential Qualification.</u> 12 th Pass or equivalent from a recognized Board or University, a typing speed of 35 WPM in English / 30 WPM in Hindi, Knowledge in Computer Operation corresponding to 10500 key depressions per hours / 9000 key depressions per hour on an average of 5 key depressions for each work, computer training course for at least six months duration. Desirable. Graduate from a recognised Board or University.

The pay of the 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 gross pension will be deducted from the pay fixed.

The applications in the prescribed Proforma (Annexure I) may be forwarded by the eligible candidates to the undersigned **BY NAME** latest by **30th July, 2015** in a sealed cover along with self attested 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. employee or retired Defence Personnel only will be accepted.


 (SUKADEV SARANGI) 7/7/2015
 REGISTRAR
 Armed Forces Tribunal,
 Regional Bench, Kolkata

CURRICULUM VITAE PROFORMA

APPLICATION FOR THE POST OF : _____

SELF ATTESTED
PHOTOGRAPH

1. Name and Address (in Block letters) :
2. Date of Birth (in Christian era) :
3. 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		Qualifications / Experience possessed by the officer
Essential	(1)	
	(2)	
	(3)	
Desired	(1)	
	(2)	

6. Please state clearly whether in the light of entries made by you above, you meet the requirement of the post . :
7. 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

.....

Countersigned
(if applicable)

.....

.....

(Employer with Seal)
(if applicable)