

GOVERNMENT OF INDIA

MINISTRY OF DEFENCE

ARMED FORCES TRIBUNAL, REGIONAL BENCH, JABALPUR

Tele : 0761-2622084
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Armed Forces Tribunal
Regional Bench
106 Bhagat Marg,
Jabalpur Cantt -482001

AFT-JBP/Recruitment/2017/

05 Sep 2022

CIRCULAR

Applications in the prescribed format as per Annexure-I are invited from "**eligible retired Government servants**", who fulfill the eligibility criteria mentioned below, for engagement as Consultants against the below mentioned posts in the Armed Forces Tribunal, Regional Bench, Jabalpur for a period of six months or till the said posts are filled up by regular mode of appointment/recruitment at a fixed monthly remuneration given against each post :

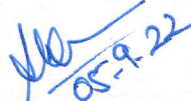
Sl. No.	Name of the Post	No. of Posts	Monthly consolidated remuneration	Eligibility conditions
1.	Private Secretary	01	55,000/-	<p>Stenographers retired from Level – 7 or above (7th CPC) in Central Government or State Governments or Supreme Court or High Courts or Subordinate Courts or Statutory/Autonomous bodies have held :</p> <p>(i) Analogous post on regular basis; or (ii) a post in Level-6 of the Pay Matrix (35400-112400) with five years regular service in the grade.</p> <p><u>Experience :</u></p> <p>(a) Knowledge of stenography in English/Hindi. (b) Minimum stenography speed of 80 wpm. (c) Knowledge of secretarial work (d) Well conversant in noting and drafting. (e) Liaison and coordination in connection with conducting meetings and tasks assigned.</p> <p><u>Desirable :</u> Preference will be given to those who are well conversant in MS Office, MS Excel, Power Point etc.</p>

Sl. No.	Name of the Post	No. of Posts	Monthly consolidated remuneration	Eligibility conditions
2.	Tribunal Master/Steno Grade-I	01	44,000/-	<p>Stenographers retired from Level – 6 or above (7th CPC) in Central Government or Armed Forces or State Government or Supreme Court or High Courts or District Courts or Statutory/Autonomous bodies have held :</p> <p>(i) Analogous post on regular basis; or (ii) A post in level-4 of the Pay Matrix (Rs 25500-81100) with 10 years regular service in the grade.</p> <p>Experience:</p> <p>(a) Knowledge of stenography in English/Hindi. (b) Minimum stenography speed of 80 wpm. (c) Knowledge of secretarial work. (d) Well conversant in noting and drafting. (e) Liaison and coordination in connection with conducting meetings and tasks assigned.</p> <p>Desirable :</p> <p>Preference will be given to those who are well conversant in MS Office, MS Excel, Power Point etc.</p>
3.	Junior Accounts Officer	01	44,000/-	<p>Officer retired from the Level – 6 or above (7th CPC) in Central Government and:</p> <p>(a) (i) held analogous post on regular basis ; or (ii) with six years service in the level-5 in the pay matrix (Rs 29200-92300) rendered after appointment thereto on regular basis, and</p> <p>(b) Who have undergone training in cash and accounts work in the Institute of Secretariat Training and Management or an equivalent course from a recognized institute and having two years experience of cash accounts and budget work.</p> <p>Experience:</p> <p>Knowledge of pay related modules, MS Office, MS Excel, Power Point etc.</p>

2. Consultant should be well acquainted with the functioning of the Central Government or its departments and various rules/regulations issued by the Central Government, from time to time.

3. Apart from the monthly consolidated remuneration, as mentioned above, subject to TDS, Consultants shall not be entitled to any kind of allowances such as Dearness Allowance, Conveyance Allowance, House rent Allowance or any other facilities like Residential Accommodation, Personal Staff, Transport, CGHS and Medical Reimbursement, etc.

4. Consultants to be engaged on full time basis shall not be permitted to take up any other assignment during the period of their consultancy in the Armed Forces Tribunal, Regional Bench, Jabalpur.
5. Consultants shall be eligible for 01 day's leave for each completed month of his/her term as Consultant on pro rata basis. The unavailed leave will not be carried over to the next term.
6. The engagement of Consultants is purely contractual in nature initially for a period of six months, which may be extended, subject to approval of the competent authority.
7. The engagement of Consultants can be terminated at any time without assigning any reason whatsoever. However, if the Consultant is not willing to work for any reason whatsoever, he/she will have to give at least one month's notice to the office. The decision of the HoD, Armed Forces Tribunal, Regional Bench, Jabalpur shall be final in all respect.
8. Consultants shall follow the normal working hours as prescribed from 09.30 a.m. to 05.30 p.m. However, as per exigencies, they may be required to sit late to complete the time bound work.
9. The candidate should be not more than 64 years on the closing date of receipt of applications. Maximum age limit for engagement as consultant is upto 65 years.
10. The applications in the prescribed proforma (Annexure-1) of the eligible candidates, who meet the criteria, may be forwarded to the Registrar, Armed Forces Tribunal, Regional Bench, Jabalpur by **10 October 2022** along with copies of PPO and other testimonials/certificates in support of their candidature.
11. The applications received without supporting documents, photograph, unsigned and incomplete in any manner or if any information furnished is found false or if applicant has suppressed any material information, the application of such candidate shall be rejected summarily.
12. Number of vacancies reflected above may vary.
13. No TA/DA shall be payable to the candidates for appearing in the interview.


 (Shabana Ali Khan)
 Registrar (I/C)
 Armed Forces Tribunal
 Regional Bench, Jabalpur (MP)

Distribution:-

1. Under Secretary Min of Defence (AFT Cell) Room No 308A 3rd Floor , 'A' Block Sena Bhawan, New Delhi – 110011.
2. Armed Forces Tribunal, Principal Bench, West Block –VIII, Sector-1, R K Puram, New Delhi -110066.
3. The Registrar General, Madhya Pradesh High Court, Jabalpur.
4. The Registrar General, Chhattisgarh High Court, Bilashpur, Chhattisgarh.
5. District Court, Jabalpur (MP).
6. The Registrar, Central Administrative Tribunal, 15, Civil Lines, CARAVAS Building Jabalpur (MP). -482001
7. The Registrar, Income Tax Appellate Tribunal, Jabalpur (MP).
8. The Registrar, Debt Recovery Tribunal, Jabalpur (MP).
9. HQ MB Area, Jabalpur Cantt. (MP).
10. Guard File.

APPLICATION FORMAT FOR CONSULTANT

Latest
photograph
duly self
attested

1.	Name in full (BLOCK LETTER)	
2.	Father's Name	
3.	Address for correspondence with pin code	
4.	Mobile No. & email id	
5.	Date of Birth (Age as on closing date of receipt of application).	
6.	Date of Superannuation from Govt Service	
7.	Designation and post at the time of retirement	
8.	Name & address of last office from where retired	
9.	Basic pension drawn (PPO Copies to be attached)	
10.	Last pay drawn at the time of retirement	
11.	Pay level as per pay matrix of 7 th CPC at the time of retirement	
12.	Educational Qualification	
13.	Brief particulars of work experience in Govt Service for the last 10 years	

Attach a separate sheet as per following format.

MINISTRY/DEPARTMENT/ORGANISATION	POST HELD	PERIOD	NATURE OF WORK

14.	Details of present employment (Wherever applicable)	
15.	Additional relevant information if any in support of your suitability for the said engagement (attach a separate sheet, if necessary)	

I, _____ son/daughter of _____
hereby declare that all the statements in this application are true and complete to the best of my
knowledge and belief. I further declare that I was clear from vigilance angle at the time of
retirement. I have read this document and ready to accept the terms and conditions of engagement
of consultant. I also understand that action against me will be taken by the concerned authorities, if
any of the information given is found to be false or found guilty of any type of misconduct.

Place :

Signature of candidate

Date :

Name _____

