

No.1/7/2011-Adm/APTEL
Appellate Tribunal for Electricity
Website: www.aptel.gov.in

Core-4, 7th floor, SCOPE Complex,
New Delhi, the 15th November, 2011

VACANCY CIRCULAR

It is proposed to fill up the under mentioned posts in the Appellate Tribunal for Electricity immediately on deputation/absorption basis. The number of vacancies mentioned may vary:-

Sl. No.	Name of the post (Number of vacancies) / Scale of Pay	Eligibility Criteria
1.	Deputy Registrar (One) Pay band –3 Rs.15600-39100/- plus grade pay – Rs.7600/-	Officers of the Central Government or State Government or High Court or District Court or Autonomous bodies or Tribunals or Universities possessing degree in law from a recognized university or equivalent:- (a) holding analogous posts on regular basis, or (b) with five years of regular service in the post in pay band-3 with grade pay of Rs.6600/- or equivalent; or (c) with ten years combined regular service in the pay band-3 with grade pay of Rs.6600/- and Rs.5400/-; or (d) holding post of Additional Registrar or Joint Registrar or Deputy Registrar in a High Court on regular basis; or (e) with five years regular service as Judicial Officer in a High Court.
2.	Personal Assistant (One) Pay band - 2 Rs.9300-34800/- plus grade pay – Rs.4200/-	Officers of the Central Government or State Government or High Court ; (a) (i) holding analogous posts on regular basis; or (ii) with ten years regular service in the post in the pay band -1 Rs.5200-20200/- with grade pay of Rs.2400/- or equivalent; (b) Possessing speed in stenography of 80 w.p.m.(English); (c) having knowledge of computers
3.	Librarian (One) Pay band - 2 Rs.9300-34800/- plus grade pay – Rs.4200/-	Officers of the Central Government or State Government or High Court or PSUs or Autonomous bodies or recognized universities:- (a) (i) holding analogous posts on regular basis; or (ii) with six years of regular service in the post in the pay band – 1 Rs.5200-20200/- with grade pay of Rs.2800/- or equivalent; or (iii) with ten years of regular service in the post in the pay band – 1 Rs.5200-20200/- with grade pay of Rs.2400/- or equivalent; (b) (i) Possessing a degree in Library Science from a recognized university or equivalent; (ii) Having 5 years experience as Librarian or Assistant Librarian in the Library of the Central Govt. or State Govt. or High court or recognized University.

4.	Stenographer Grade D (One) Pay band – 1 Rs.5200-20200/- plus grade pay Rs.2400/-	Officers of the Central Government or State Government or High Court ; (a) (i) holding analogous posts on regular basis; or (ii) with eight years regular service in the post in pay band – 1 Rs.5200-20200/- with grade pay of Rs.1900/- or equivalent; and (b) (i) 12 th passed from a recognized Board or Equivalent. (ii) Skill test norms Dictation : 10 minutes with the speed of 80 wpm Transcription : 50 minutes (English) (on computer).
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2. The pay and conditions of deputation/absorption of the officials selected will be regulated in accordance with the Department of Personnel & Training's O.M. No.6/8/2009-Estt.(Pay-II) dated the 17th June, 2010, as amended from time to time and other instructions of the Central Govt. issued in this regard from time to time.

3. The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or other Organization or Department of Central Govt. shall be five years.

4. The maximum age of the applicant should not be more than 56 years on the closing date of application.

5. The applications as per 'Annexure' (also available on website of this Tribunal), along with attested copies of up-to-date ACRs for the last five years and disciplinary/vigilance clearance, may be forwarded to the undersigned immediately but not later than **20th December, 2011**. Applications not accompanied by copies of ACRs and disciplinary/vigilance clearance will not be entertained.

6. The Appellate Tribunal for Electricity has been declared eligible for allotment of General Pool accommodation. Officials of the Central Government/All India Services joining the Tribunal would be eligible for allotment/ retention of General Pool residential accommodation, on maturity of their turn in the waiting list, subject to fulfillment of other usual conditions.

(GIRISH SAHAI)

Director (Adm)

Fax No. 011-24368479

Email: aao-aptel@nic.in

1. All Ministries/Departments of the Government of India.
2. All the Officers/Staff of Ministry of Power.
3. Registrars of all Supreme Court and High Courts.
4. Registrars of all Tribunals.
5. Offices of Controller General of Accounts/Controller General of Defence Accounts/ Comptroller & Auditor General of India.
6. Website/Notice Board of APTEL.
7. Copy to Ministry of Power with request to forward to Deptt. of Personnel and Training for display on DoPT website and also for the website of Ministry of Power.

ANNEXURE

**APPLICATION FOR THE POST OF _____ IN THE
APPELLATE TRIBUNAL FOR ELECTRICITY ON DEPUTATION / ABSORPTION
BASIS**

S. No.	PARTICULARS				
1.	Name in block letters				
2.	Name of the Office/Department where presently working				
3.	a. Present post held b. Pay Band & Grade Pay c. Pay in Pay Band & Grade Pay (If different from pay structure of Central Govt. may indicate total emoluments with breakup). [In case presently on deputation, adhoc, ACP/MACP etc. indicate above details of regular post held also]				
4.	Tel. no. & Mobile No. with Fax and e-mail address (if any)				
5.	Date of appointment in the post/grade holding on regular basis				
6.	Date of birth (in Christian Era) and Age (As on closing date of application)				
7.	Date of superannuation				
8.	Educational Qualification				
9.	Details of Employment, in Chronological order				
	Office	Post held with Pay Scale/Pay Band & Grade Pay (indicate whether on regular basis or otherwise)	From	To	Nature of Duties
10.	Date of return from the Ex-cadre post, if any				
11.	Whether belong to SC/ST				
12.	Additional Information, if any, which the applicant likes to furnish in support of his suitability for the post. Enclose a separate sheet, if the space is insufficient.				

Place :

Date :

(Signature of the Candidate)

Endorsement by the Office

It is certified that the particulars given by the applicant are correct as per his/her service records. It is also certified that no vigilance case is either pending or being contemplated against the applicant.

Signature of the Officer.....

Designation

Seal

Date _____

