

F.No. 42/CESTAT/RR/2000- Admn.Vol.II

Customs Excise & Service Tax Appellate Tribunal

West Block No.2, R.K. Puram, New Delhi-66

Applications are invited for the following posts, to be filled on deputation/absorption basis in various benches of this Tribunal:

S. No.	Post, Pay Band & Grade Pay, No. of posts & place of posting	Eligibility Conditions
1.	Assistant Registrar Rs. 15600-39100/- (PB-1) Grade Pay Rs. 5400/- (Delhi-1, Mumbai-1)	Officer of Central/State Government (a) (i) holding the analogous post on regular basis or (ii) with eight years regular service in the post in the scale of Rs.5500-9000 (pre-revised) (b) Possessing degree in Law and minimum 5 years experience of Judicial/Legal work preferably in relation to Customs & Excise matters.
2.	Sr. Private Secretary Rs. 9300-34800/- (PB-2) Grade Pay 4800/- (Delhi-1, Chennai -1, Mumbai-1)	Officers under the Central Govt. holding the analogous post on regular basis or with three years regular service in the post in the scale of Rs. 6500-10500/- (pre-revised) or with 7 years combined service in the post in the scale of Rs. 5500-9000/- and Rs. 6500-10,500/- (pre-revised) or equivalent in the parent cadre/ department.
3.	Technical Officer Rs. 9300-34800/- (PB-2) Grade Pay- Rs. 4,600/- (Delhi-1, Chennai-1, Ahmedabad -1)	Superintendent of Central Excise and Appraisers of Customs or Inspector of Central Excise/Examiner of Customs Department having 8 years regular service.
4.	Court Master Pay Band Rs. 9300-34800/- Grade Pay- Rs. 4,200/- (Delhi-1, Mumbai-1, Kolkata-1)	Officers under Central Govt. holding analogous posts or Deputy Office Superintendent & Head Clerks with 5 years regular service in the grade preferably having experience in Courts/Tribunals.
5.	Accountant Rs. 9300-34800/- (PB-2) Grade Pay- Rs. 4,200/- (Delhi -1)	i) Persons holding analogous post in Central Govt. Deptt. or ii) Qualified Accountants of SAS of Indian Audit and Accounts Deptt./Civil Accountants of Civil Accounts Organisation or iii) Head Clerk in Central Govt. Deptt. who have undergone training in Cash and Accounts conducted by ISTM with 3 years regular service in the grade of Head Clerk or combined regular service of 10 years in the grade of Head Clerk and UDC or iv) Asstt. of Central Secretariat service with 5 years' service in the grade or with 10 years combined service in the grade of Assistant and UDC, provided that they have undergone training in Cash and Accounts in ISTM or equivalent training and possess 3 years experience of dealing with Cash, Accounts and Budget work.
6.	Library Information Assistant Pay Band Rs. 9300-34800/- Grade Pay- Rs. 4,200/- (Ahmedabad-1, Mumbai-1, Kolkata-1, Chennai -1, Bangalore-1)	Central Govt. Deptt. Officials holding a degree of recognized University or equivalent and a degree in Library Science from recognized University or equivalent and 1. Holding analogous post on regular basis or 2. with 5 years regular service in posts in the scale of Rs. 4000-6000/- (Pre-revised scale) with 13 years regular service in the post in the scale of Rs. 3050-4950/- (Pre-revised scale)

7.	Steno Gr. - II (English) Rs. 3300-34800/- (PB-2) Grade Pay- Rs. 4,200/- (Delhi-4, Mumbai-4, Kolkata-2, Chennai-2, Ahmedabad-2)	Officers of the Central Govt. holding analogous posts in regular basis or holding the post of Stenographer in scale of Rs. 4000-6000/- (Pre-revised scale) with 5 years regular service in the grade and possessing a speed of 100 wpm in English stenography.
8.	Steno Grade-III (English) Rs. 5200-20200/- (PB-1) Grade Pay Rs. 2,400/- (Delhi -1, Mumbai-1)	Officers of the Central Govt. holding analogous posts on regular basis.
9.	Upper Division Clerk Rs. 5200-20200/- Grade Pay Rs. 2,400/- (Delhi - 2, Mumbai - 3, Bangalore - 1)	Persons holding analogous posts in the Central Govt. Deptt. OR Lower Division Clerk in Central Govt. Deptt. having not less than 5 years regular service in the grade.
10.	Lower Division Clerk Pay Band Rs. 5200-20200/- Grade Pay Rs. 1,900/- (Delhi-2, Mumbai-2, Chennai-1)	Persons holding analogous posts on regular basis in the Central Govt. Department.

* Number of vacancies subject to change

The maximum age limit for appointment on deputation shall be 56 years.
The application from the eligible/willing candidates may be forwarded as per the bio-data given in annexure - I along with ACR dossiers for the last 5 years (Attested photocopies only) (ii) Vigilance Clearance Certificate (iii) Integrity Certificate (iv) Cadre Clearance certificate, showing no objection of the cadre controlling authority to relieve the candidate in the event of selection (v) List of major/minor penalties, if any imposed during the last 10 years (in case no penalty has been imposed, a certificate to that effect may be furnished), so as to reach the Registrar, Customs, Excise & Service Tax Appellate Tribunal, West Block No.2, R.K. Puram, New Delhi - 66 within two months from the date of the publication of this advertisement. No action on application received incomplete and without ACR dossiers/vigilance clearance will be taken by this Tribunal.

(S. Chandran)
Registrar
Annexure-I

(Only Central Government Employees Need to Apply)
(Employees of PSUs/Autonomous bodies need not apply)

Post Applied for _____

Bio-Data

1. Name (in block letters) :
2. Father's Name :
3. Date of birth :
4. Educational qualifications :
5. Up-to-date experience in chronological order :

Sl.No.	Name of the post held and office	From	To	Pay Band	Grade pay	drawing
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6. Nature of duties and matters dealt :
7. Whether SC/ST/OBC
8. Please state whether you are a regular Employee of Central Govt. or not ?
9. Are you on deputation ? If so, from which date :
10. Place of posting (in order of preference) :

Date: / /

Signature of applicant

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