

F.No. 4/4/2022/DRT-3/Delhi/Engagement REG/Delhi
Government of India/Ministry of Finance
Debts Recovery Tribunal-III, Delhi
4th Floor, Jeevan Tara Building
Parliament Street, New Delhi – 110001

Dated: 27.02.2023

VACANCY CIRCULAR

Subject: - Engagement of Retired Employees from Central Government /State Government/High Court/District Court as against the vacant post of Assistant (1 post), and Stenographer (2 posts) on contract basis in the Debts Recovery Tribunal-3, Delhi, Ministry of Finance, Department of Financial Services-regarding.

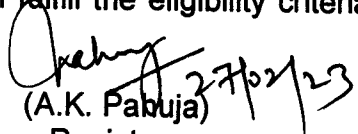
Debts Recovery Tribunal-3, Delhi is a quasi judicial body set up by Ministry of Finance, Department of Financial Services for speedy recovery of debts due to banks and financial institutions invites applications from the retired Central Government/State Government/High Courts/District Courts/Tribunals employees as against the post of Assistant (1 post) and as against the post of Stenographer (2 posts) for preparation of panel for engagement on contractual basis initially for a period of 12 months from the date of engagement. The posts are being advertised in exigencies of official work and in public interest. The eligibility criteria for the posts will be as follows:-

1. Must be a Central Government/State Government/High Courts/District Court/Tribunal employee drawing pension as per 7th CPC.
2. Must have not exceeded the age of 62 years on the closing date of the receipt of the applications.
3. Should be well acquainted with judicial terminology, entire administrative /establishment work, accounts related work on computer and on PFMS for engagement on contractual basis against the vacant post of Assistant (1 post) and should be well acquainted with judicial terminology and having stenography work for engagement on contractual basis as against the posts of Stenographer (02 posts).
4. In case of engagement on contractual basis as against the posts of Stenographers must be capable of taking dictation in shorthand and its transcription on computer assisting in drafting as per directions of the Officer and assisting the Officers in such a manner as he/she may be directed.
5. The engagement of the retired Government employees on contract basis shall be regulated as per the guidelines of Department of Expenditure's O.M.No.3-25/2020 E-III A dated 09.12.2020. The broad terms and conditions of engagement will be as under:-

S. No.	Perks, Leave etc.	Remarks
1.	Remuneration	Amount equal to last pay drawn (-) basic pension on monthly basis.
2.	Transport Allowance	Amount equal to the amount admissible at the time of retirement excluding DA.
3.	Leave	Paid leave of absence @1.5 days for each Completed month of service. Accumulation of leave beyond the Calendar year shall not be allowed.
4.	HRA	No HRA shall be paid.
5.	DA	No DA shall be paid.
6.	Increment	No increment shall be granted.
7.	Agreement/undertaking	Retired Govt. Employee on selection on contract basis shall have to sign an agreement/undertaking of confidentiality with the Govt. of India containing a clause of ethics and integrity.

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6. The Headquarter will be at Delhi.
7. Debts Recovery Tribunal is a Quasi Judicial Authority enacted for recovery of debts due to banks and Financial Institution. The Retired Employees so engaged on contractual basis as against the vacant post of Assistant will have to handle all the Administrative/Establishment and Accounts related work on Computer/PFMS and Retired Employees (02 Posts) as against the post of Stenographers will be posted with the Hon'ble Presiding Officer(HOD) and he/she will have to work independently as per the directions on day today basis.
8. The working hours of the Tribunal is 6 working days in a week except 2nd Saturday and 4th Saturday normally 10.00 a.m. to 6.00 p.m. including half an hour lunch break in between. However, in exigencies of work they may be required to sit late.
9. Officers/Employees who have been retired from the Courts/Tribunals/Judicial Authorities who have experience of working especially in Courts/Tribunals may be given preference.
10. Notwithstanding provisions of above the Debts Recovery Tribunal-3, Delhi reserves the right to terminate the services at any time without assigning any reasons whatsoever. However, if the incumbent is not willing to work for whatsoever reasons may be, he/she will have to give a minimum one months' prior notice to the office. The decision of the Head of Department shall be the final in all respects.
11. The DRT-3, Delhi will shortlist the applications based on details furnished in the prescribed format (Annexure) for preparing a panel suitable applicants for engaging on contract basis as per the requirement. DRT-3, Delhi also reserves right to conduct a screening test including a proficiency test in shorthand/typing as a criterion for final selection shall be final and binding upon in respect of all the applicants.
12. The retired Central Government/State Government/High Courts/District Court/Tribunal Employees who fulfill the eligibility criteria as mentioned in Para 1 above and are willing to work on contract basis on the terms and conditions mentioned in para 2 to 12 above, may submit their application in the prescribed proforma alongwith attested copies of PPO, Last Pay Certificate, Aadhar Card, PAN Card etc. so as to reach latest by **31.03.2023** for consideration to the Registrar, Debts Recovery Tribunal-3, Delhi, Department of Financial Services, Ministry of Finance, 4th Floor, Jeevan Tara Building, Parliament Street, New Delhi-110001.
13. A soft copy of the application should also be e-mailed separately at drt3delhi-dfs@nic.in.
14. The earlier vacancy circular dated 24.01.2023 stands cancelled due to some administrative reasons and those who have applied in response to that are instructed to go through this circular and apply afresh if fulfill the eligibility criteria mentioned in para 2 to 12 of this circular.


(A.K. Patuja)

Registrar
DRT-III, Delhi
Tel: 011-23748469

To

1. All Hon'ble High Courts/District Courts/Tribunals with a request to place the vacancy circular in notice board for wide publicity.
2. The Under Secretary (DRT), Govt of India, Jeevan Deep Building, New Delhi with a request to upload this vacancy circular in NIC portal for wide publicity to all concerned Ministries/Departments for information.
3. All the DRATs and DRTs for information.