

**NATIONAL CONSUMER DISPUTES REDRESSAL COMMISSION
NEW DELHI**

Telephone No.011-24608714

Upbhokta Nyay Bhawan
F' Block, GPO Complex
INA, New Delhi-110023

No.A-2/NCDRC/2013

18th April 2013

C I R C U L A R

Applications are invited for filling up the following posts in the National Consumer Disputes Redressal Commission, on deputation basis from suitable candidates, who fulfil the eligibility as shown against the post below: -

S.No	Post with Scale of Pay	No. of Post	Eligibility
1	Personal Assistant (PB - 2 Rs.9300-34800 + Grade pay Rs.4200)	1 (Vacancy may increase)	Persons holding: - (a) Analogous post in Central/State Government/Supreme Court/ High Court/ Central Administrative Tribunal. OR (b) The post of Stenographer Grade 'D' in the Pay Band-1 of Rs 5200-20200+Grade Pay Rs.2400 with eight years of regular service in the grade and having a speed of 100 w.p.m. in Shorthand (English).
2	UDC (PB -1 Rs 5200-20200+Grade Pay Rs.2400)	2	Persons holding: - (a) Analogous post in Central/State Government/Supreme Court/ High Court/ Central Administrative Tribunal. OR (b) The post of LDC in the Pay Band-1 of Rs. 5200-20200+Grade Pay Rs.1900 with eight years of regular service in the grade.

The pay of the officials selected will be regulated in accordance with DOP&T O.M. No. 2/29/91-Estt.(Pay II), dated the 17th June 2010 (amended from time to time) and the maximum age limit for appointment on deputation shall be 56 years on the date of closing of the applications.

Depending upon experiences in the judicial field, relaxation in deserving cases will be applicable including relaxation in the required length of service by one or two years (for deputation only).

The applications of eligible candidates who are desirous of being considered for appointment to the above mentioned post and who can be spared immediately after selection, may please be forwarded to the undersigned within **45 days** from the date of the Circular, in the prescribed format as at Annexure-I (Prescribed form alongwith details can also be downloaded from this Commission's Website ncdrc.nic.in) along with CR dossiers for the last five years and vigilance/disciplinary clearance certificate. Incomplete applications and applications not duly forwarded by their office will not be considered. The selected candidate should be released for joining the post on

deputation within 15 days of selection and the forwarding office should make a declaration to this effect in the form of an undertaking.

Deputationist will be eligible for absorption subsequently subject to their suitability and fulfillment of other conditions.

(Anil Srivastava)
Joint Registrar

Copy to:

1. Registrar Genl. Of all the High Courts.
2. The Ministries/Departments of Government of India, New Delhi
3. Chief Secretaries of States & Union Territories with a request for wider circulation.
4. Director General of Police, CISF, CRPF, ITBP, SSB, BSF, CBI, New Delhi
5. Registrar, Central Administrative Tribunal, Copernicus Marg, New Delhi.
6. The Joint Secretary, NHRC, Faridkot House, New Delhi.
7. The District & Sessions Judge, Tis Hazari, New Delhi.
8. Mr. Satyabrata Nanda, SO (IT) – For uploading the circular on this Commission's Website Ncdrc.nic.in
9. Circular File

(Iqbal Ahmed)
Assistant Registrar

FORMAT OF APPLICATION

POST APPLIED FOR

1. Name of the Applicant:
2. Father's Name:
3. Address for correspondence:
4. Contact No. (Res. & Mob.):
5. Date Of birth:
6. Whether SC/ST/OBC:
7. Educational Qualifications:
8. Professional/ Technical Qualifications
9. Details of present post held
 - a) Designation of the post
 - b) Scale of pay & Present pay drawn
 - c) Date of appointment to the post
 - d) Nature of appointment to the post (ad-hoc/regular)
10. Experience
11. Detail of deputation held previously, :
if any, with full particulars.
12. Remarks, if any

Signature of the Applicant
Telephone No.....

BY PARENT OFFICE

1. Certified that the information given by the Applicant has been verified from the office record and is found to be correct.
2. The ACR dossiers for the last five years are enclosed
3. It is certified that no vigilance case is pending or contemplated against him/her.
2. In the event of Selection, the official will be relieved within 15 days of receipt of communication.

Date.....

Signature.....
Designation
Office
Tel. No.