

GOVERNMENT OF INDIA
MINISTRY OF DEFENCE
ARMED FORCES TRIBUNAL, REGIONAL BENCH, KOLKATA

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Dated: 15th April 2025

CIRCULAR

1. Applications are invited only from retired Government servant from the Central Government, State Government, Supreme Court, High Courts, Districts Courts or Statutory / Autonomous Bodies, the eligible candidates, who fulfill the eligibility criteria mentioned below, for engagement as '**Consultant**' against the below mentioned posts in the Armed Forces Tribunal, Regional Bench, Kolkata for a period of one year or till the said post is filled up by regular mode of appointment /recruitment at a fixed monthly remuneration given against the post :

Ser No.	Name of the Post	No of Post	Monthly consolidated remuneration (Rs)	Eligibility conditions
1.	Deputy Registrar (Consultant)	01 (One)	Rs 80,000/-	<p><u>Consultant:</u></p> <p>Officers under Central Government or State Government or Supreme Court or District Courts or Statutory / Autonomous bodies having pensionary benefits.</p> <p>(i) holding analogous post on regular basis in the parent cadre or Department or</p> <p>(ii) with five years regular service in the parent cadre or Department in post in level 10 of the pay Matrix or</p> <p>(iii) with Six years regular service in the parent cadre or Department in [post in level 8 of pay matrix or</p> <p>(iv) With Seven years regular service in the parent cadre or Department in post in level 7 of the pay matrix and</p> <p>(b) having five years of experience in personnel and Administrative or Judicial work.</p> <p><i>Desirable : Possessing a degree in law from a recognized University.</i></p>

2. Consultant should be well acquainted with the functioning of Central Government or its departments and various rules /regulations issued by Central Government from time to time.
3. Apart from monthly consolidated remuneration as mentioned above, subject to TDS. Consultant shall not be entitled for any kind of allowances such as Dearness Allowances, Conveyance Allowances, House Rent Allowance or any other facilities like Residential Accommodation, persona staff, transport, CGHS and medical reimbursement, etc.
4. Consultants to be engagement on full time basis shall not be permitted to take up any other assignment during period of their consultancy in the Armed Forces Tribunal, Regional bench, Kolkata.
5. Consultant shall be eligible for 1.5 days paid 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 consultant is purely contractual in nature for a period of one year or till the post is filled up through Regular Basis whichever is earlier, which may be extended subject to approval of the competent authority.
7. The engagement of consultant can be terminated at any time without assigning any reasons whatsoever. However, if the consultant is not willing to work for any reason whatsoever, he/she will have to give a minimum one months' notice to the office. The decision of the HoD Regional Bench, Kolkata shall be the final in all respects.
8. Consultants shall follow the normal working hours as prescribed from 9:30 to 5:30 PM. However, as per exigencies they may be required to sit late to complete the time bound work.
9. The maximum age limit of consultant shall not exceed 65 years as on the closing date of receipt of applications.
10. **The application in the prescribed Pro forma (Annexure -1) of the eligible candidates, who meet the criteria may be forwarded to the Registrar, Armed Forces Tribunal, Regional bench, Kolkata, O-6, Clyde Row, Hastings, Kolkata – 700 022 by 09th May 2025 (Friday) alongwith copies of PPO and other testimonials / certificates in support of their candidature.**
11. The applications received without supporting documents photographs unsigned and incocomplete in any manner, or if 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 candidates for appearing in the interview /screening Test..

Enclosure : As above

SAGIRUDDIN AZAD
(Sagruddin Azad)
Registrar I/C

Distribution:-

1. The Principal Registrar, AFT, Principal Bench, West Block VIII, RK Puram, New Delhi – 66 - With a request to post he circular on Principal Bench's Website please.
2. The Ld. Registrar General, High Court at Calcutta, AFT,
3. The Under Secretary, MoD, AFT Cell, New Delhi
4. The JAG Branch,, Army, Navy, Air Force, New Delhi
5. Controller General of Defence Accounts, Palam, Delhi Cantt – 110 010
6. PPS to Hon'ble Member (A) & HoD, AFT, RB, Kolkata - for kind info of the Hon'ble HoD
7. Registrar, Central Administrative Tribunal, 11&12th Floor, MSO Building, 234 AJC Bose Road, Kolkata - 20
8. AWPB, HQ Bengal Sub Area, Kolkata - 22
9. PCDA, Patna
10. CDA, Salt Lake, Kolkata – 91
11. Office file
12. Guard file

BIO-DATA/CURRICULUM VITAE PROFORMA

Post applied for	
Choice of Station (in order of preference)	
1. Name and Address (in Block Letters)	
2. (i) Date of Birth (in Christian era)	
(ii) Mobile No.	
(iii) E-mail I.D.	
3. (i) Date of entry into service	
(ii) Date of Retirement under Central/ State Government Rules	
4. Educational Qualifications	
5. Whether Educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)	
Qualifications/Experience required as mentioned in the advertisement/circular	Qualifications/experience possessed by the officer
Essential	Essential
A) Qualification	A) Qualification
B) Experience	B) Experience
Desirable	Desirable
A) Qualification	A) Qualification
B) Experience	B) Experience
5.1 Note : This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular/and issue of Advertisement in the Employment News.	
5.2 In the case of Degree and Post Graduate Qualifications Elective/main subjects and subsidiary subjects may be indicated by the candidate.	
6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post	
6.1 Note : Borrowing Departments are to provide their specific comments /views confirming the relevant Essential Qualification/Work experience possessed by the Candidate (as Indicated in the Bio-data) with reference to the post applied.	

7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office/Institution	Post held on regular basis	From	To	*Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of Duties (in detail) highlighting Experience required for the post applied for

.....2/-

*Important: Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/Pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate may be indicated as below;

Office/Institution	Pay, Pay Band, and Grade Pay drawn under ACP/MACP Scheme	From	To
8. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent			
9. In case the present employment is held on deputation/contract basis, please state.			
a). The date of initial appointment	b) Period of appointment on deputation/contract	c) Name of the parent office/organization to which the applicant belongs.	d) Name of the post and Pay of the post held in substantive capacity in the parent organization
9.1 Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department alongwith Cadre Clearance., Vigilance Clearance and integrality certificate.			
9.2 Note: Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a lien in his parent cadre/organization.			
10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.			
11. Additional details about present employment :			
Please state whether working under (indicate the name of your employer against the relevant column)			
a) Central Government. b) State Government c) Autonomous Organization d) Government Undertaking e) Universities f) Others			
12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade?			
13. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.			

14. Total emoluments per month now drawn		
Basis Pay in the PB	Grade Pay	Total Emoluments

15. In case the applicant belongs to an Organization which is not following the Central Government Pay-scale, the latest salary slip issued by the organization showing the following details may be enclosed.

Basic Pay with Scale of Pay and rate of increment	Dearness Pay/interim relief/other Allowances etc., (with break-up details)	Total Emoluments

16. Additional information, if any, relevant to the post you applied for in support of your suitability for the post. This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement)	
17. Whether belongs to the Scheduled Castes, the Scheduled Tribes, the Other Backward Classes, and other special categories	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld.

(Signature of the candidate)

Address: _____

Date:

Certification by the Employer/Cadre Controlling Authority

The information/details provided in the above application by the applicant are true and correct as per the facts available on records. He/She possess educational qualifications and experience mentioned in the vacancy Circular. If selected, he/she will be relieved immediately.

2. Also certified that;

- (i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt.

- (ii) His /Her integrity is certified.
- (iii) His/Her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.
- (iv) No major/minor penalty has been imposed on him/her during the last 10 years Or A list of major/minor penalties imposed on him/her during the last 10 years is enclosed (as the case may be).

Countersigned

Employer/Cadre Controlling
(Authority with Seal)