

S.O. (DVE)  
21-8-18  
R.S.

**NATIONAL CONSUMER DISPUTES REDRESSAL COMMISSION  
NEW DELHI**

Telephone No.011-24608711

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

No.A-2/NCDRC/2018

17<sup>th</sup> August 2018

**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 initially for a period of one year (which may be extendable) from suitable candidates, who fulfil the eligibility as shown against the post below: -

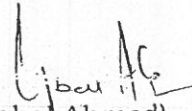
Sl. No.	Post with Scale of pay	No. of Post	Eligibility
1	Assistant Level 7 in pay in pay matrix ₹44900-₹142400 General Central Service (Group 'B') Non-Gazetted	7 * (out of the seven posts, 2 posts are in Level 7 and 5 posts are in Level 6- reference for level correction has already been sent to DOCA)	Officers of the Central / State Governments/ Supreme Court/ High Courts / Tribunals: - (iii) holding analogous posts on regular basis; OR (iii) Upper Division Clerk in the scale of pay of Level 4: ₹25500-₹81100 or equivalent with eight years regular service in the grade.
2	Accountant Level 7 in pay in pay matrix ₹44900-₹142400 General Central Service (Group 'B') Non-Gazetted	1	Officers of the Central / State Governments/ Supreme Court/ High Courts / Tribunals: - (i) holding analogous posts on regular basis; OR (ii) Upper Division Clerk in the scale of pay of Level 4: ₹25500-₹81100 or equivalent with eight years regular service in the grade. OR Experience in Accounts work desirable

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3	Personal Assistant Level 7 in pay in pay matrix ₹44900- ₹142400  General Central Service (Group 'B') Non-Gazetted	3* (out of the 03 posts, 2 posts are in Level 7 and 01 post are in Level 6- reference for level correction has already been sent to DOCA	Persons holding:-  b. analogous post in Central/State Government/Supreme Court/ High Court/ Central Administrative Tribunal. <b>OR</b> (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).
4	UDC  Level 4 in pay in pay matrix ₹25500- ₹81100	1	Officers of the Central Government; (i) holding analogous post on regular basis in the parent cadre or department; or  (ii) with eight years regular service in level-02 Rs. 19900-63200/- in the pay matrix or equivalent grade in the parent cadre or department.
	General Central Service (Group 'C') Non-Gazetted		<p><b>Note 1:</b> The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.</p> <p><b>Note 2:</b> The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years.</p> <p><b>Note 3:</b> The maximum age- limit for appointment by deputation shall be not exceed fifty six years as on the closing date of receipt of applications.</p> <p><b>Note 4:</b> For purpose of appointment on deputation or absorption basis, the service rendered on a regular basis by an officer prior to the 1st January ' 2016, (date from which the revised pay structure based on the recommendations of the Seventh Central Pay Commission has been extended) shall be deemed to be service rendered in the corresponding level in the pay matrix extended based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one level with a common level in the pay matrix, and where this benefit will extend only for the post for which that level in the pay matrix is the normal replacement level without any up gradation.</p>

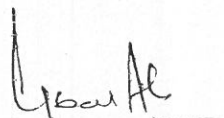
The pay of the officials selected will be regulated in accordance with DOP&T O.M. No. 2/29/91-Estt.(Pay II), dated the 17<sup>th</sup> June 2010 (amended from time to time) and the maximum age limit for appointment on deputation shall be 56 years on the date of closing of the applications.

The application(s) of eligible candidates who are desirous of being considered for appointment to the above mentioned posts and who can be spared immediately after selection, may please be forwarded to the Registrar, National Consumer Disputes Redressal Commission, Upbhokta Nyay Bhawan, 'F' Block, GPO Complex, INA, New Delhi- 110023 on or before 01.10.2018, in the prescribed format as at Annexure-I (Prescribed form alongwith details can also be downloaded from this Commission's Website [ncdrc.nic.in](http://ncdrc.nic.in)) along with certified copies of CR dossiers for the last five years and vigilance/disciplinary clearance certificate. Incomplete application(s) and application(s) 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.

  
(Iqbal Ahmed)  
Deputy Registrar

**Copy to:**

1. The Secretary General, Supreme Court of India, Tilak Marg, New Delhi-110201.
2. Registrar Genl. of all the High Courts with a request to circulate the vacancy circular to all the district Courts falling within its jurisdiction.
3. The Ministries/Departments of Government of India, New Delhi (as per list)
4. The Chief Secretaries of States & Union Territories with a request for wider circulation.
5. The Director General of Police, CISF, CRPF, ITBP, 3SB, BSF, CBI, New Delhi
6. The Principal Registrar, Central Administrative Tribunal, Copernicus Marg, New Delhi.
7. The Secretary (Services), Govt. of NCT of Delhi, Secretariat Complex, 7th Level, B-Wing & 5th Level, A-Wing, I. P. Estate, New Delhi-02. Services Department, Govt. of Delhi
8. The Principal Registrar, Armed Forces Tribunal (Principal Bench) West Block - VIII, Opp. Mohan Singh Market, Sector- I, R. K. Puram, New Delhi - 110066.
9. The Joint Secretary, NHRC, 'C' Block, GPO Complex, INA, New Delhi.
10. The District & Sessions Judge, Tis Hazari, New Delhi.
11. The District & Sessions Judge, Ghaziabad.
12. The District & Sessions Judge, Faridabad.
13. The District & Sessions Judge, Gurgaon.
14. Mr. Satyabrata Nanda, SO (IT) - For uploading the circular on this Commission's Website [Ncdrc.nic.in](http://Ncdrc.nic.in)
15. Circular File

  
(Iqbal Ahmed)  
Deputy 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. Email.ID:
6. Date of birth:
7. Whether SC/ST/OBC:
8. Educational Qualifications:
9. Professional/ Technical Qualifications
10. 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)
11. Experience
12. Detail of deputation held previously, if any, with full particulars.
13. Remarks, if any

**Signature of the Applicant**  
Telephone No.....

**CERTIFICATION 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.
4. In the event of Selection, the official will be relieved within 15 days of receipt of communication.

Date.....

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