F. No. 1/16/DRAT/Kol/2025/462
Government of India
Ministry of Finance
Department of Financial Services
DEBTS RECOVERY APPELLATE TRIBUNAL, KOLKATA
9, Old Post Office Street, 7th Floor,
Kolkata – 700 001.

Date: 20.05.2026

VACANCY CIRCULAR

Applications are invited from suitable candidates from Central Government/State Government/Courts/Tribunals for appointment to the following posts on deputation basis in Debts Recovery Appellate Tribunal, Kolkata (DRAT) / Debts Recovery Tribunal (DRTs) under the jurisdiction of DRAT, Kolkata. The maximum age limit of the applicants should not exceed 56 years on the closing date.

Qualification/Experience/Eligibility/Service conditions required for appointment to the following posts are given below:

1	Assistant	Group 'B', Non-Gazetted
	Scale of pay	Level -6 in 7th CPC pay matrix (Rs.35400 – 112400)
	No. of posts	26
	Place of posting	Any DRTs under the jurisdiction of DRAT, Kolkata (Kolkata, Hyderabad, Visakhapatnam, Cuttack, Guwahati, Siliguri)
	Mode of recruitment	By deputation for an initial period of 01 year which can be extended up to maximum 03 years.
	Eligibility	Officers under the Central Government or State Government or Courts or Tribunals:- (i) Holding analogous post or level on a regular basis in the parent cadre or department; or (ii) With 10 years' service in the grade of UDC rendered after appointment thereto on a regular basis in Level-4 in the pay matrix (Rs.25500-81100) or equivalent, in the parent cadre or department.
2.	Stenographer Gr-I	Group 'B', Non-Gazetted
	Scale of pay	Level -6 in 7th CPC pay matrix (Rs.35400 – 112400)
	No. of posts	17
	Place of posting	Any DRTs under the jurisdiction of DRAT, Kolkata (Kolkata, Hyderabad, Visakhapatnam, Cuttack, Guwahati, Siliguri)
	Mode of recruitment	By deputation for an initial period of 01 year which can be extended up to maximum 03 years.
	Eligibility	Officers under the Central Government or State Government or Courts or Tribunals:-

	Mode of recruitment	By deputation for an initial period of 01 year which can be extended up to maximum 03 years.
	Eligibility	Officers under the Central Government or State Government or Courts or Tribunals:- (i) Holding analogous post or level on a regular basis in the parent cadre or department; or (ii) With 10 years' service in the grade of Stenographer Grade-II rendered after appointment thereto on a regular basis in Level-4 in the pay matrix (Rs.25500-81100) or equivalent, in the parent cadre or department.
3	UDC	Group 'C', Non-Gazetted
	Scale of pay	Level -4 in 7th CPC pay matrix (Rs.25500 - 81100)
	No. of posts	11
	Place of posting	Any DRTs under the jurisdiction of DRAT, Kolkata (Kolkata, Hyderabad, Visakhapatnam, Cuttack, Guwahati, Siliguri)
	Mode of recruitment	By deputation for an initial period of 01 year which can be extended up to maximum 03 years.
	Eligibility	Officers under the Central Government or State Government or Courts or Tribunals:- (i) Holding analogous post or level on a regular basis in the parent cadre or department; or (ii) LDC with 08 years' service in the grade rendered after appointment thereto on a regular basis in Level-2 in the pay matrix (Rs.19900-63200) or equivalent, in the parent cadre or department.
4	Account Assistant	Group 'B', Non-Gazetted
	Scale of pay	Level -6 in 7th CPC pay matrix (Rs.35400 – 112400)
	No. of posts	09
	Place of posting	Any DRTs under the jurisdiction of DRAT, Kolkata (Kolkata, Hyderabad, Visakhapatnam, Cuttack, Guwahati, Siliguri)
	Mode of recruitment	By deputation for an initial period of 01 year which can be extended up to maximum 03 years.
	Eligibility	Officers under the Central Government or State Government or Courts or Tribunals:- (a) (i) Holding analogous post or level on a regular basis in the parent cadre or department; or (ii) With 10 years' service in the grade rendered after appointment thereto on a regular basis in Level-4 in the pay matrix (Rs.25500-81100) or equivalent, in the parent cadre or department. (b) Who have undergone training in Cash and Accounts work in Institute of Secretariat Training and Management or equivalent Institute of Central Government.

* Place of posting and number of vacancies may change.

(i) The DRAT, Kolkata and DRTs are quasi-judicial bodies set up under the provisions of the Recovery of Debts and Bankruptcy Act, 1993, as amended from time to time.

(ii) The selected candidates will be appointed on deputation basis for an initial period of 01 year which can be extended up to maximum 03 years. No further extension will be allowed in terms of Recruitment Rules, 2018 dated 08.06.2018 of DRAT, Kolkata and DRTs under its jurisdiction. Terms of deputation shall be regulated in accordance with DoPT OM as amended from time to time

(iii) The departmental officials in the feeder grade who are in direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, a deputationist in the DRAT/DRTs under the jurisdiction of DRAT, Kolkata shall not be eligible for consideration for absorption or promotion.

(iv) The applications of the willing & eligible candidates who could be spared immediately, may be forwarded to this Appellate Tribunal in the prescribed proforma at Annexure-I & II along with attested photocopies of APARs for the last 05 years, so as to reach "**The Registrar, DRAT, Kolkata, 9 Old Post Office Street, 7th Floor, Kolkata – 700 001 through Proper Channel on or before 19.07.2026 by 5.30 PM.**

(v) The applicant should clearly indicate the service particulars, experience, educational qualification in the prescribed format at Annexure-I & II. No action will be taken on advance copy of mail copy. While forwarding the application, the Parent Department/Office shall issue the certificate to the effect that the official is clear from Vigilance point of view and no disciplinary case is either pending /contemplated against him/her as given in the proforma at Annexure-II, enclosed. The Parent Department of the applicant will be ensured that hard copy will be forwarded along with the certificates, failing which application will be rejected. The Department while forwarding the application may please ensure that the officials who volunteer for the post shall not be allowed to withdraw their names later on.

(vi) The vacancy circular is uploaded on E-DRT portal and can be accessed through -> drt.gov.in ->Notices –>public notices-> DRAT, Kolkata.

(Ms. Sangeeta Saha)

Registrar, DRAT, Kolkata

To

(i) Under Secretary, DFS, New Delhi with a request to upload this circular in DopT website under vacancies and to all Central Government offices situated at New Delhi.

(ii) All DRATs with a request to circulate the vacancy circular within DRTs under their jurisdiction

(iii) Registrar, CAT, Kolkata.

(iv) Various Central Government/State Government offices in Kolkata.

(v) E-drt Portal of DRAT, Kolkata in public notices.

(vi) Notice board of DRAT, Kolkata.

Affix Latest Passport Size Photograph and sign across

APPLICATION FOR THE POST OF "_____"

Place of post applied for –

1.	Name & Designation and office address (In Block Letters)					
2.	Date of Birth (In Christian Era)					
3.	Date of entry into service					
4.	Date of retirement under central/state Government rules Date of retirement under central					
5.	Educational and other qualifications required for the post (SSLC/Xth onwards)					
	Qualification	Year Of Passing	Percentage of Marks/Grade			
	High School/ Xth					
	Intermediate/XIIth					
	Degree					
	Post Graduate					
	Any Other					
6.	Details of Employment in Chronological Order					
	Office / Institution	Post Held	Period		Revised Pay (7th CPC)	Nature of duties (attach seperate sheet if required)
			From	To		
7.	Nature of present employment (Adhoc/Temporary/ Permanent)					
8.	Incase of present employment is held on deputation basis please state					
	(a) The date of initial appointment					
	(b) Period of appointment on deputation					
	(c) Name of the present office/Organisation to which you belong					
9.	Please state wheather working under					

	(a) Central Government	
	(b) State Government	
	(c) Tribunals	
10.	Additional information, if any which you would like to mention in support of your suitability for the post, enclosed a separate sheet, if the space is in-sufficient with signature.	
11.	Whether belongs to SC/ST/OBC	
12.	Complete official address of the candidate including telephone number.	

The information/details provided by me above are correct and true to the best of my knowledge and no materials facts having a bearing on my selection has been suppressed/withheld.

Place :

Date :

Signature of the Candidate

Address :

Mobile No :

E-mail ID :

Annexure-II

CERTIFICATE TO BE FURNISHED BY THE EMPLOYER/HEAD OF OFFICE/FORWARDING AUTHORITY BY PARENT OFFICE/CONTROLLING AUTHORITY

Office of the .....Certified that the information furnished by Shri/Smt./Km..... are found to be correct and he/she possesses the educational qualifications and experience mentioned in the vacancy circular.

Also certified that:

(i) There is no vigilance case pending/contemplated against him/her.
(ii) The integrity of Shri /Mrs/Ms.....is beyond doubt.
(iii) No Major/Minor penalties have been imposed on him/her during the last 10 years.
(iv) This office has no objection that in the event of selection, the official will be relieved immediately.
(v) Copies of APARs of the last 5 years duly attested by each page.
(vi) List of major penalties imposed on him/her during the last 10 years is enclosed.

(strike out which is not applicable)

Place

Signature

Date:

Name & Designation of the employer with office seal