## GOVERNMENT OF INDIA
## SECOND NATIONAL JUDICIAL PAY COMMISSION

Dated : 09.03.2018

## VACANCY CIRCULAR

Applications are invited for filling up the following posts in the Second National Judicial Pay Commission, New Delhi on re-employment on **contractual basis** for a period of one year from the candidates who fulfill the following eligibility conditions:

| S.No. | Name of Post in Pay Scale | No. of Posts | Eligibility Conditions |
|---|---|---|---|
| 1. | Principal Private Secretary (PPS) Rs.67700-208700/- ( Pay Level-11) | 1 | • Officers who held analogous post under Central Government or State Government or Supreme Court or High Court or District Courts, Armed Forces Tribunal or Statutory/Autonomous bodies on regular basis at the time of retirement and;<br>• possessing knowledge of computer operations, secretarial practices and good stenographic and typing skills. |
| 2. | Private Secretary (PS) Rs.47600-151100/- (Pay Level 8) | 1 | • Officers who held analogous post under Central Government or State Government or Supreme Court or High Court or District Courts, Armed Forces Tribunal or Statutory/Autonomous bodies on regular basis at the time of retirement and;<br>• possessing knowledge of computer operations, secretarial practices and good stenographic and typing skills. |
| 3. | Section Officer (SO) Rs.47600-151100/- (Pay Level 8) | 1 | • Officers who held analogous post under Central Government or State Government or Supreme Court or High Court or District Courts, Armed Forces Tribunal or Statutory/Autonomous bodies on regular basis at the time of retirement and;<br>• having degree from recognized University;<br>• having experience in Establishment, Administration, Finance/ Vigilance matters. |
| 4. | Assistant Section Officer Rs.44900-142400/- (Pay Level 7) | 1 | • Officers who held analogous post post under Central Government or State Government or Supreme Court or High Court or District Courts, Armed Forces |

OFFICE OF THE DISTRICT & SESSIONS JUDGE (HQs): DE

I am directed to forward herewith the vacancy circular dated 09.03.2 Sh. V. K. Gupta, Ld. Member Secretary, Second National Judicial Pay Comm Hon'ble High Court of Delhi, New Delhi for circulation of the same amon retired officials only.

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Administrative Officer (J
Administration Bra
Tis Hazari Courts

No. Admn.II/Cir./2018 19195-210. Delhi, Dated

Copy forwarded for information & necessary action to:

1. The Administrative Officer (Judicial)/Branch Incharge, Admn. Branch, Ld. District & Sessions Judges, West, New Delhi, South, South-East, East East, Shahdara, South-West, North & North-West District, Delhi/New De *request to display the same on the Notice Boards of their respective distri*
2. Personal Office of the Ld. District & Sessions Judge (HQs), Delhi.
3. The AO (J)/Branch Incharge, Caretaking Branch (Central), THC, D *displaying the circular on the Notice Board at Tis Hazari Courts Complex,*
4. Dealing official, Website Committee, THC, Delhi *for uploading the circula website of this office.*

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Tis Hazari Courts

| | | | |
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| | | | Tribunal or Statutory/Autonomous bodies on regular basis at the time of retirement and;<br>• having degree from recognized University;<br>• having experience in Establishment, Administration, Finance/ Vigilance matters. |

**Age Limit :**

The maximum age limit for re-employment on contract basis is 64 years.

Please note that:

(a) Applications received after the last date will not be entertained.

(b) Applications for one year on re-employment on contract basis only from retired Central/State Govt./Court Staff/Tribunals/Statutory Bodies and Autonomous Bodies will be considered.

(c) Candidate can only apply for one post. If applied for more than one post applications shall automatically be treated as cancelled for all the post.

The applications in the prescribed Performa (Annexure-1) from retired persons for re-employment on contract basis may be sent directly to the **Member Secretary, Room No.4, 3rd Floor, Guest House, Extn. Block, High Court of Delhi, Shershah Suri Marg, New Delhi-110 001 by 31.03.2018** alongwith relevant documents i.e. PPO, education certificates, discharge book etc. where applicable.

9/2/2018

**V.K. Gupta**
**Member Secretary**

Encl : Annexure I

**Distribution :**

1. Ministry of Personnel, P.G. and Pensions, Department of Personnel & Training, New Delhi.
2. The Principal Secretary, General Administration Department, Govt. of NCT of Delhi.
3. The District & Sessions Judge (HQ), Tis Hazari Court, Delhi.
4. The Secretary General, Supreme Court of India, Tilak Marg, New Delhi.
5. The Registrar General, High Court of Delhi, Sher Shah Marg, New Delhi.
6. The Secretary General, National Human Rights Commission, New Delhi.
7. The Principal Registrar, Central Administrative Tribunal, New Delhi.
8. The Principal Registrar, Armed Forces Tribunal, New Delhi.

**ANNEXURE-I**

## BIO-DATA PROFORMA

1. Post applied for :
2. Name (in capital letters) :
3. Whether belongs to SC/ST category :
4. Age and date of birth :
5. Date of joining service and retired :
6. Designation & Ministry/Department from which retired :
7. Date of appointment to the grade which Retired with Band/Grade Pay :
8. Pay Band with Grade Pay which retired :
9. PPO No. and date :
10. Educational Qualification :
11. Training/Experience if any :
12. Any other special qualification or Experience :
13. Residential Address :
14. Contact No. :
15. Any other information :

Signature of the candidate

Date :