



Phone No. (080) 22278922

## DEBTS RECOVERY TRIBUNAL-II, - BENGALURU

GOVERNMENT OF INDIA

MINISTRY OF FINANCE

DEPARTMENT OF FINANCIAL SERVICES  
LIC JEEVANMANGAL BUILDING, 1<sup>ST</sup> FLOOR  
No. 4 Residency Road , Bangalore – 560 025.

No.101/DRT-II/BLR/CIRCULAR/2016

Dated : 10/10/2017

### VACANCY CIRCULAR

The Debts Recovery Tribunal - 2 established at Bangalore is quasi-judicial body set-up under the provisions of the Recovery of Debts Due to Banks & Financial Institution Act 1993 by the Ministry of Finance, Department of Financial Services, Government of India.

2. Applications are invited from eligible candidates of Central Government/State Government/Courts with requisite qualifications and experience for filling up the following existing/anticipated/tentative vacancies on deputation basis :-

- |                         |                          |           |
|-------------------------|--------------------------|-----------|
| 1. Private Secretary    | (Group 'B' Gazetted)     | (1 post)  |
| 2. Accounts Assistant   | (Group 'B' Non-Gazetted) | (1 post)  |
| 3. Recovery Inspector   | (Group 'B' Non Gazetted) | (2 posts) |
| 4. Stenographer - C     | (Group 'B' Non Gazetted) | (2 posts) |
| 5. Stenographer - D     | (Group 'C' Non Gazetted) | (1 post)  |
| 6. Court Master         | (Group 'C' Non Gazetted) | (1 post)  |
| 7. UDC                  | (Group 'C' Non Gazetted) | (1 post)  |
| 8. Lower Division Clerk | (Group 'C' Non Gazetted) | (3 posts) |

3. Pay scale and eligibility conditions prescribed for each of the above posts are given in Annexure -I.

4. The selected candidates will be on deputation basis initially for a period of 3 years. The period of deputation including the period of deputation in another ex-cadre post held immediately preceding the appointment in the same or some other Organization/Department of Central Government should ordinarily not exceed 3 years. The appointment on deputation basis will be governed by the terms and conditions contained in the DOPT O.M.No.6/8/2009-Estt.(Pay-II), dated 17/06/2010 as amended from time to time. Age limit for all the posts is 56 years as on the last date for receipt of application in this Tribunal.

5. Applications of the willing and eligible candidates who are desirous of joining the posts on deputation basis and who can be spared immediately may be forwarded to the undersigned through proper channel in the prescribed bio-data as per Annexure-II along with the attested copies of the last five years ACRs, Vigilance Clearance and minor/major penalty statements. Last date for receipt of applications is **60 days from the date of issue of this Vacancy Circular**

  
(G.A. REDDY)  
REGISTRAR.

Copy to :-

The Under Secretary, MOF, New Delhi with request to upload the Vacancy circular in Web site like Department of Personal & Training and Ministry of Finance or appropriate website.

**Annexure-I**

1. **Name of the Post : Private Secretary (One Post) – Group 'B' Gazetted**  
**Pay Scale : 9300-34800+Grade Pay of Rs.4600/- (Rs.6500-200-10500 pre-revised).**

**Qualification/Experience/Eligibility :**

- (i) **Officer in Central Government/State Government or in Courts, holding analogous posts on regular basis and having a degree from a recognized University.**

**OR**

- (ii) **Stenographer Grade 'C' with eight years regular service in the pre revised scale of Rs.5500-175-9000 or equivalent and having a degree from recognized University. Preference will be given to the persons having experience in legal or judicial work.**

2. **Name of the post: Accounts Assistant (One Post) (Group-'B') Non-Gazetted**  
**Pay Scale : Rs. 9300-34800 + GP Rs. 4200/- (Rs.5500-175-9000 pre-revised).**

**Eligibility:**

- (i) **Officers holding analogous posts in Central Government/State Government or in Courts and having a degree from a recognized University.**

**OR**

- (ii) **with 3 years regular service in the pre-revised pay scale of Rs.5000-8000**

**OR**

- (iii) **with 8 years regular service in the pre-revised pay scale of Rs.4000-6000 or equivalent and having experience of working as SrAccountsnt or Accountant in the pre-revised scale of pay of Rs.4000-6000, who have undergone training in Cash & Accounts in ISTM, New Delhi or INGAS, Govt. India at its Regional Centre will be given preference.**

3. **Name of the Post: Recovery Inspector (Two Posts) (Group-'B') Non-Gazetted**  
**Pay Scale : Rs. 9300-34800 + GP Rs. 4200/- (Rs.5500-175-9000 pre-revised).**

**Eligibility:**

- (i) **Officers holding analogous posts in Central Government/State Government or in Courts and having a degree from a recognized University.**

**OR**

- (ii) **Court Master with eight years regular service in the pre-revised pay scale of Rs.4000- 6000 or equivalent**

4. Name of the Post: Stenographer Grade 'C' (Two Posts) (Group-'B') Non-Gazetted  
Pay in the pay band of Rs. 9300-34800/- + GP Rs. 4200/-

Eligibility:

- (i) Officers holding analogous posts in Central Government/State Government.  
OR  
(ii) in Courts on regular basis or Steno Grade-D with eight years regular service in the pay scale of Rs.4000-6000 or equivalent.

5. Name of the post : Stenographer Grade 'D' (One Post) (Group-'C')  
Pay in the pay band of Rs. 5200-20200/- + GP Rs. 2400/-

Eligibility:

- (i) Officers holding analogous posts in Central Government/State Government or in Courts on regular basis  
OR  
(ii) with 5 years regular service as LDC in the scale of Rs. 3050-75-3950-80-4590 (pre-revised) or equivalent and possessing Matriculation or equivalent qualifications with a speed of 80 words per minute in short hand (English) and 30 words per minute in typing (English).

6. Name of the Post: Court Master Group 'C' (One Post)  
Pay in the pay band of Rs.5200-20200/-+ GP Rs.2400/-

Eligibility:

- (i) Officers holding analogous posts on regular basis;  
OR  
(ii) Lower Division Clerk with eight years regular service in the pre-revised pay scale of Rs.3050-4590/- or equivalent.  
Persons knowing Stenography in English will be preferred.

7. Name of the Post: Upper Division Clerk 'C' (One Post)  
Pay in the pay band of Rs.5200-20200/-+ GP Rs.2400/-

Eligibility:

- (i) Officers holding analogous posts on regular basis;  
OR  
(ii) Lower Division Clerk with eight years regular service in the pre-revised pay scale of Rs.3050-4590/- or equivalent.

8. Name of the Post: Lower Division Clerk 'C' (Three Posts)  
Pay in the pay band of Rs.5200-20200/-+ GP Rs.1900/-

Eligibility:

- (i) Officers holding analogous posts on regular basis with typing speed of 30 w.p.m in English. Desirable: Preference will be given to those who have knowledge of computers.

**ANNEXURE-II**

**BIO-DATA**

9. Name & address of the Applicant :
10. Post applied for :
11. Date of birth & age :
12. Present Post held :
13. Date of appointment in the grade  
(iii) Ad-hoc  
(iv) (ii) Regular
6. Present Pay & Scale of Pay :
7. Educational Qualifications :
8. Details of Experience with period :
9. Date of return from ex-cadre post, if any :
10. Brief Service particulars :
11. Whether SC/ST/OBC.
12. Postal address of parent department with  
Telephone/Fax numbers :

Signature of Applicant.

**CERTIFICATE BY PARENT OFFICE**

The information furnished by the candidate has been verified from records and is found to be correct. ACR dossiers for the last five years, Vigilance clearance certificate and minor / major penalty statement are enclosed. In the event of his/her selection, he/she may be relieved immediately to join the duty.

Name.....  
Designation.....  
Office:

(Rubber Seal)

