

VANSADHARA WATER DISPUTES TRIBUNAL
Ministry of Water Resources
River Development & Ganga Rejuvenation
Government of India
New Delhi

It is proposed to fill up the post of Principal Private Secretary and Private Secretary (one each) in the Vansadhara Water Disputes Tribunal (VWDT) at New Delhi, from the employees of Central Government / Public Sector Undertakings / Autonomous Bodies and others. The description of the post and eligibility criteria is at Annexure-I. The terms and conditions of appointment will be regulated under the DOP&T O.M. No. 2/29/91-Estt.(Pay II) dated 17-6-2010 as amended from time to time. Applications, duly filled in as per "Proforma" at Annexure-II along with CR dossiers (as per eligibility criteria and the latest vigilance clearance certificate of the eligible candidates in the case of deputation) may be forwarded by the Organizations/Departments concerned to the Registrar, Vansadhara Water Disputes Tribunal, 5th Floor, Mohan Singh Place, Baba Kharak Singh Marg, New Delhi, on or before 06-11-2018. Annexure-III is for those who may apply for Re-employment. The employees working in the Vansadhara Water Disputes Tribunal are not eligible for Government accommodation. The selected candidates would not be allowed to withdraw their candidature. Incomplete application will not be entertained.

(Sukadev Sarangi)
Registrar

Name of the Post	No. of Post	LEVEL in the PAY MATRIX	Deputation (including short-term contract)
Principal Private Secretary	01	Level 11 in the 7 th CPC Pay Matrix (67700-208700)	<p>Officer under the Central Government/State/Government/ UT/ PSUs/ Autonomous/ Semi-Government/ Statutory Organisations etc. i) a Graduate from recognized University or equivalent having a speed of 120 words per minute in shorthand; AND (ii) Holding analogous post on regular basis OR holding a post in the Level 10 in the 7th CPC Pay Matrix (or equivalent in the pre-revised scale) with five years regular service in the grade OR Holding a post in the Level 8 in the 7th CPC Pay Matrix with six years regular service in the grade OR Holding a post in the Level 6 in the 7th CPC Pay Matrix (or equivalent in the pre-revised scale) with ten years regular service in the grade.</p> <p>Note: Period of deputation/ contract including the period of deputation/contract in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ Department of the Central Government shall ordinarily not exceed 3 years or till the life of the VWDT or till further orders whichever is earliest. The maximum age limit for appointment by deputation including short term contract shall not be exceeding 56 years.</p> <p>Re-employment : Officers retired from the Central Government/ State Government/UT/PSUs/ Autonomous/Semi-Government/ Statutory Organisations etc. (i) a Graduate from recognized University or equivalent having a speed of 120 words per minute in shorthand AND (ii) having held analogous post on regular basis OR a post in the Level 10 in the 7th CPC Pay Matrix (or equivalent in the pre-revised scale) with five years regular service in the grade OR a post in the Level 8 in the 7th CPC Pay Matrix (or equivalent in the pre-revised scale) with six years regular service in the grade OR a post in the Level 6 in the 7th CPC Pay Matrix (or equivalent in the pre-revised scale) with ten years regular service in the grade. Provided that the retired Govt. Servant appointed as Pr. Private Secretary shall cease to hold the post of Pr. Private Secretary after he attains the age of 65 years. Beyond that the term of incumbent can be extended further for a period of not more than six months on the same terms and conditions in public interest if required.</p>

Name of the Post	No. of Post	LEVEL in the PAY MATRIX	Deputation (including short-term contract)
Private Secretary	1	Level 8 in the 7 th CPC Pay Matrix (47600-151100)	<p>Officer under the Central Government/State Government/ UT/ PSUs/Autonomous/Semi-Government/ Statutory Organisations etc. (i) a Graduate from recognized University or equivalent, having a speed of 120 words per minute in shorthand; AND (ii) Holding analogous post on regular basis OR Holding a post in the Level 6 in the 7th CPC Pay Matrix (or equivalent in the pre-revised scale) with at least six years regular service in the grade;</p> <p>Note: Period of deputation/ contract including the period of deputation/ contract in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ Department of the Central Government shall ordinarily not exceed 3 years or till the life of the VWDT or till further orders whichever is earliest. The maximum age limit for appointment by deputation including short term contract shall not be exceeding 56 years.</p> <p>Re-employment: Officers retired from the Central Government/ State Government/UT/ PSUs/ Autonomous/ Semi-Government/ Statutory Organisations etc. (i) a Graduate from recognized University or equivalent, having a speed of 120 words per minute in shorthand AND (ii) having held analogous post on regular basis OR Having held a post in the Level 6 in the 7th CPC Pay Matrix (or equivalent in the pre-revised scale) with six years regular service in the grade. Provided that the retired Govt. Servant appointed as Private Secretary shall cease to hold the post of Private Secretary after he attains the age of 65 years. Beyond that the term of incumbent can be extended further for a period of not more than six months on the same terms and conditions in public interest if required.</p>

**ANNEXURE-II
(Deputation)**

TO BE FILLED BY THE APPLICANT:

1. Name:
2. Date of Birth:
3. Mailing address:
4. Mobile/Telephone No:
5. Designation with Grade/Group of post:
6. Post holding on regular basis and w.e.f.:
7. Pay Scale on regular basis w.e.f.:
8. Name of the Department of the office:
9. Service particulars in chronological order point wise:

Sl. No.	Post held & Office	From	To	Scale of Pay	Nature of appointment (Substantive/ Officiating / Ad-hoc)	Nature of Duties
1.	2.	3.	4.	5.	6.	7.

10. Educational/Technical Qualification:
11. Experience/Training undergone:
12. Speed of Shorthand as the case may be:
13. Knowledge of Computer:
14. Any other information if any:
15. I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief and I shall not withdraw my candidature after selection.

Signature of applicant:

TO BE FILLED BY THE FORWARDING AUTHORITY: It is certified that the particulars given above are correct; the officer will be relieved for appointment on deputation basis. His /Her application is forwarded along with (i) Vigilance clearance Certificate and (ii) C.R. dossiers [last 5 years] (if not enclosed, the time on which these documents will be sent by the Department).

Signature
Name and Designation
Department (of the forwarding officer)
with Date & Official Seal.

**ANNEXURE-III
(Re-employment)**

TO BE FILLED BY THE APPLICANT:

1.	Post applied for	
2.	Name (in Capital letters)	
3.	Full residential address (in capital letters)	
4.	Age and date of birth	
5.	Date of retirement (Enclosed copy of PPO)	
6.	Pay Band with Grade Pay (on retirement) including the last pay drawn	
7.	Post held & Ministry /department alongwith date of appointment	
8.	Educational Qualification (Enclosed self attested copies)	
9.	Experience /Training, if any	
10.	Any other special qualification	
11.	Contact number	
12.	Whether belongs to SC/ST Category etc.	
13.	Any other information, to wish to submit	

Signature of the candidate

Date

Mobile/Tel. No.