



सत्यमेव जयते

Government of India
Ministry of Labour & Employment
Central Government Industrial Tribunal-cum-Labour Court No. 2

Shram Raksha Bhavan, 2nd floor, Shivrushti Road, Opp. Priyadarshini, Off Eastern Express Highway, Sion, Mumbai-400 022

No.CGIT-2/Rectt./PA/ 1025 /19

Date: 8 the August,2019

CIRCULAR

Sub: Filling up of one post of Personal Assistant on Deputation basis in the Central Government Industrial Tribunal –cum- Labour Court No. 2, Mumbai- reg.

It is proposed to fill up one post of Personal Assistant on deputation basis in Central Govt. Industrial Tribunal-cum-Labour Court No.2,Mumbai initially for a period of three years, on the following terms and conditions.

1. Personal Assistant.
 - i) One Post of Personal Assistant in LEVEL 6 in the PAY MATRIX of 7th CPC the [(Rs.9300-34800 with Grade pay Rs 4200/- PB-II(pre-revised)]
 - ii) As per the existing Recruitment Rules, the post may be filled up on deputation basis from the candidates.
 - a) Holding analogous post on regular basis, or
 - b) With 10 year regular service in the Stenographer Grade in the pay band-1, Rs.5200-20200/- with grade pay of Rs.2400/-(pre-revised), (LEVEL-4 in the PAY MATRIX of 7th CPC) and;
 - iii) Deputation (duty) Allowance shall be as per the guidelines issued by the DOPT No.2/22(B)/2008-Estt.(Pay II) dated 23rd September,2008.
2. The candidate selected will have the option to draw pay as mentioned above (as per 7th CPC) or draw pay in the current post plus Deputation Allowance.
3. Being differentials in basic pay, the selected candidate will get enhanced emoluments as per pay Rules.
4. The period of deputation will ordinarily not exceed three year.
5. It is request that the application of interested, Eligible and suitable candidate who can be spared for appointment may please be sent (in duplicate), after duly certifying the details

given by the candidate in the Bio-data in the enclosed proforma along with their complete up to date ACRs(attested photo copied of last five year)and Vigilance Clearance Certificate may be sent so as to reach the undersigned on the following address on or before **30.09.2019** AN.

Presiding Officer
Central Government Industrial Tribunal-cum-Labour Court no.2
2nd floor, Shram Raksha bhavan, Shivshrusti Road,
Opp. Priyadarshini, Off Eastern Express Highway, Sion, Mumbai-400 022

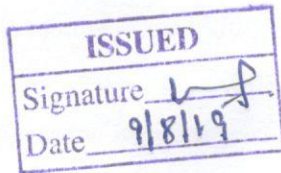

(M.V. Desphande)

Presiding Officer

Head of Office/Department

To,

1. All Ministries/Departments of the Govt. of India.
2. All CGIT-cum-Labour Courts.
3. All attached/Subordinate offices of the Ministry of Labour & Employment.
4. The under Secretary to the Govt. of India, CLS-II Ministry of Labour & Employment , New Delhi,
5. The Principal Secretary Govt. of Maharashtra, Maharashtra Govt. Secretariat , Mumbai. With a request to circulate amongst the State Govt. offices in Maharashtra.



Annexure

1	Name (in capital letter)	
2	Post held at present	
3	Whether Permanent/Temporary	
4	Date of Birth	
5	Present Pay	
6	Present Pay Band & Grade Pay	
7	Educational Qualification	
8	Special Qualification, if any	
9	Date of appointment to the present Post	
10	Whether belong to SC/ST	
11	Experience	
12	Brief Service Particulars	

Signature of the applicant with date

This is to certify that the above information furnished by _____

is true and correct.

Signature of forwarding authority
With name, designation address
And date