



GOVERNMENT OF INDIA  
MINISTRY OF LABOUR & EMPLOYMENT  
CENTRAL GOVERNMENT INDUSTRIAL TRIBUNAL CUM LABOUR COURT,  
JABALPUR

NO. Adm.CITLC-1(3)/2019

Dated: 08-12-2023

**C I R C U L A R**

**Sub:** Filling up of one post of Personal Assistant on deputation basis in Central Government Industrial Tribunal cum Labour Court, Jabalpur- regarding.

It is proposed to fill up one post of Personal Assistant on deputation basis in the Central Government Industrial Tribunal Cum Labour Court, Jabalpur initially for a period of three years or till post is filled up by way of regular appointment, whichever is earlier, on the following terms and conditions: -

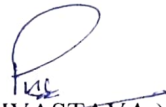
**1. Personal Assistant**

- i) One post of Personal Assistant in Level-6 in the Pay Matrix of 7<sup>th</sup> CPC Scale- Rs.35400-112400.
- 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 years regular service in the Stenographer Grade in the Pay band-1 5200-20200 with Grade Pay Rs.2400 (Pre-revised) (Pay Level-4 in the Pay Matrix of 7<sup>th</sup> CPC)

iii.) Deputation (Duty) Allowance shall be as per the guidelines issued by the DoPT's O.M No. AB-14017/61/2008-Estt. (RR) dated 13<sup>th</sup> October, 2015.

2. The candidate selected will have the option to draw pay as mentioned above (as per 7<sup>th</sup> 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 years.
5. The applications of interested, eligible and suitable candidates who can be spared for appointment may 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 Photocopies of last five years) and Vigilance Clearance Certificate so as to reach the undersigned either on Email Id- secy.jab-cgit@gov.in or by speed-post/ in person in the office at Block No. 7, IIIrd Floor, JDA Building, Above Pradesh Today Office, Marhotal, Civic Centre, Jabalpur, M.P. - 482001 on or before 07.01.2024.

  
( P.K.SRIVASTAVA )  
PRESIDING OFFICER  
Head of office/ Department

To

1. The Registrar General Hon`ble High Court, M.P. at Jabalpur, as well as Registrar Indore & Gwalior bench.
2. The Registrar General Hon`ble High Court, C.G. at Bilaspur, with a request for circulation among willing employees in Bilaspur.
3. District Judge, Jabalpur.
4. The Ministries/ Departments of the Govt. of India-
  - a. Director, Survey of India,
  - b. Controller of Mines, Indian Bureau of Mines
  - c. Director, Zoological Survey of India
  - d. Director, Mines Safety Office
  - e. The Executive Engineer, C.P.W.D. Office
  - f. The Commissioner, Income Tax Office
5. All CGIT Cum Labour Courts.
6. All attached/ subordinate offices of the Ministry of Labour & Employment.
  - a. Welfare Commissioner.
  - b. Chief Labour Commissioner.
7. The Under Secretary, CLS-II Section, Government of India, Ministry of Labour & Employment, New Delhi with a request to circulate amongst the departments under his jurisdiction.