

"Annexure-B"

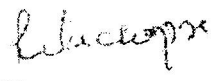
**RAVI AND BEAS WATERS TRIBUNAL**  
Government of India  
MINISTRY OF JAL SHAKTI, D/O WATER RESOURCES, RD & GR  
East Block No. 7, R.K. Puram, New Delhi -110066.  
Tele No.:26102230 / Email: registrarrbwt@gmail.com  
No. 06/RBWT/Recruitment of Posts/2020

**VACANCY CIRCULAR**

Applications from eligible candidates are invited for filling up following (Group A & B) posts on Deputation (including short-term contract basis) / Re-employment basis in Ravi & Beas Waters Tribunal from the employees / Officers of the Central Govt. / State Govt. / Union Territories' Governments/ P.S.U/ Courts / Tribunals on usual terms and conditions of deputation issued vide DOPT OM No. 6/8/2009-Estt. (Pay II) dated 17<sup>th</sup> June, 2010 or as amended from time to time And for Re-employment employees/ officer retired from Central Govt./U.T./ State Governments/P.S.U on existing terms and conditions of re-employment issued vide DOP&T O.M. No. 3/03/2016-Estt.(Pay II) dated 01.05.2017 or as amended from time to time :-

S. No.	Name of Post	No. of Post	Pay Level in Pay Matrix
1.	Assessor	02	Level- 15
2.	Principal Private Secretary (PPS)	01	Level - 11
3.	Court Master	02	Level - 11
4.	Private Secretary	02	Level - 8
5.	Personal Assistant	01	Level - 6
6.	Assistant	01	Level - 6

3. Conditions of Eligibility/ Terms of Appointment for the above mentioned posts are indicated in Annexure-IA to IF.
4. The applicants should clearly indicate in their bio data in the application format (enclosed as Annexure-II) to this circular i.e. name, date of birth, date of superannuation, present designation with pay scale, post held on regular basis with date and pay scale, name of the department with telephone Fax number, email ID, service / experience in chronological order, educational / technical qualification, training if any undergone and any other information relevant to the post applied for with the declaration of completeness and correctness of application and declaration that he will not be allowed to withdraw his candidature once selected for the post.
5. The person selected for appointment will 'NOT' be eligible for Govt. accommodation during the period of deputation / Re-employment in this Tribunal.
6. The respective officer / department while forwarding the applications of the candidate(s) for deputation should clearly certify the particulars along with CR dossiers for preceding 5 years and enclose the list of major/minor penalties imposed (if any) together with Vigilance/Disciplinary clearance.
7. Person(s) applying for more than one post should apply separately for each post which can be mailed in one envelop. All the application should reach to **Head of Department, Ravi & Beas Waters Tribunal** at above address **within 30 days** from the date of publication in the Employment News. **For more information/details of the posts, terms and conditions etc. please visit the Ministry of Jal Shakti, Deptt. of Water Resources, RD & GR Website i.e. <http://jalshakti-dowr.gov.in/>.**
8. Soft copy of the application as advance copy can be sent through Email to [rbwtrecruitment@gmail.com](mailto:rbwtrecruitment@gmail.com).
9. Advance copies of application or application received after the prescribed period or not accompanied with the requisite information/ documents are liable to be rejected.

  
(Rita Chopra)  
Registrar, RBWT

**To be filled by the applicant**

1. Name :
2. Date of Birth
3. Date of superannuation :
4. Designation with Grade/ Group of Post
5. Post holding on regular basis and w.e.f.
6. Pay Scale on regular basis w.e.f. :
7. Name of the Department (and/or) Office :
8. Service Particular in chronological order point wise :  
[If the space is not sufficient a separate sheet may be enclosed)Service particulars in chronological order point wise.



Sl. No.	Post held & office	From	To	Scale of pay	Nature of Appointment (Substantive/ Officiating /Adhoc)	Nature of duties
1	2	3	4	5	6	7

9. Educational /Technical Qualification:
10. Experience /Training undergone:
11. Experience of working in any Court / Tribunal on judicial side :
12. Speed in English Shorthand and Typing:
13. Knowledge of Computer:
14. Present Address :
15. Permanent Address:
16. Phone/ Mobile No.:
17. Email ID:
18. Any other information, if any:

**DECLARATION**

I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and I shall not withdraw my candidature once selected for the post.

Signature of applicant,  
Address & Contact Nos. \_\_\_\_\_

**TO BE FILLED IN BY THE FORWARDING AUTHORITY IF APPLYING ON DEPUTATION BASIS**

It is certified that particular given above are correct as per service record and the officer will be relieved for appointment on deputation basis. His/her application is forwarded alongwith (1) Vigilance Clearance Certificate and (2) C.R. Dossiers ( for last 5 years)(if not enclosed, the time on which these documents will be sent by the Department)

**Signature**.....  
**Name**.....  
**Designation** .....  
(Department of the forwarding officer)  
with date and office Seal

Annexure-1A

1. **Name of the post :** Assessor
2. **Number of posts :** Two (02)
3. **Classification of post :** Group 'A' Non-Ministerial
4. **Pay Scale :** Pay Matrix Level-15 (Rs. 182200-224100/-)
5. **Age Limit :** The maximum age limit for appointment by deputation including short term contract shall not be exceeding 56 years on the closing date of receipt of application.
6. **As per Recruitment Rules the post shall be filled up in the following manner:**

**Deputation (including short term contract) basis:**

Officers under the Central Government/ State Government/ UT/ PSUs/ Autonomous/ Semi-Government/Statutory Organisations etc. (i) Holding analogous post on regular basis OR holding a post in Level 14 of the 7th CPC Pay Matrix (or equivalent) with three year regular service in the grade OR officer with 25 years regular service in Group A posts out of which at least one year regular service should be in the SAG, AND (ii) having BE (Civil Engineering) from recognized University or equivalent: AND (iii) having at least 15 years' experience in irrigation projects/ water management/inter-state water disputes.

**Note :** Period of deputation/ contract including the period of deputation/contract in another ex-cadre post held immediately preceding the 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 Tribunal or till further orders whichever is the earliest. The maximum age limit for appointment by deputation including short term contract shall not be exceeding 56 years.

**Failing which on Re-employment basis:**

Officers retired from the Central Government/ State Government/ UT/PSUs/ Autonomous/ Semi-Government/ Statutory Organisation etc. having held (i) analogous post on regular basis OR holding a post in Level 14 of the 7th CPC Pay Matrix (or equivalent) with three year regular service in the grade OR officer with 25 years regular service in Group A posts in the service out of which at least one year regular service should be in the SAG AND possessing qualification and experience as of (ii) & (iii) above provided that the retired Government servant appointed as Assessor shall cease to hold the post of Assessor after he attains the age of 67 years.

**Annexure-1B**

1. **Name of the post :** Principal Private Secretary
2. **Number of posts :** One (01)
3. **Classification of post :** Group 'A' Ministerial
4. **Pay Scale :** Pay Matrix Level 11 in the 7<sup>th</sup> CPC PAY MATRIX (67700- 208700)
5. **Age Limit:** The maximum age limit for appointment by deputation including short term contract shall not be exceeding 56 years on the closing date of receipt of application.
6. **As per Recruitment Rules the post shall be filled up in the following manner:**

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 Level 10 of the 7<sup>th</sup> CPC Pay Matrix or in the pay band Rs. 15600 – 39100/- + GP Rs. 5400/- (6<sup>th</sup> CPC) with five years regular service in the grade **OR** Holding the post in Level 8 of the Pay Matrix or in the pay band of Rs. 9300 – 34800/- + GP 4800 (6<sup>th</sup> CPC) with six years regular service in the grade **OR** Holding a post in Level 6 of the Pay Matrix or in the pay band of Rs.9300-34,800/- + GP 4200 ( 6<sup>th</sup> CPC) with ten years regular service in the grade.

**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 Tribunal 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.

**Filing which on Re-employment basis**

Officers retired from the Central Government/ State Government/ UT Govt. Including State Judicial Services/ PSUs/ Autonomous/ Semi Govt./Statutory Organisation 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** having held a post in Level 10 of 7<sup>th</sup> CPC Pay Matrix or in the pay band Rs. 15600 – 39100/- + GP Rs. 5400/- (6<sup>th</sup> CPC) with five years regular service in the grade **OR** Holding the post in Level 8 of 7<sup>th</sup> CPC Pay Matrix or in the pay band of Rs. 9300 – 34800/- + GP 4800 (6<sup>th</sup> CPC) with six years regular service in the grade **OR** Holding a post in Level 6 of the 7<sup>th</sup> CPC Pay Matrix or in the pay band of Rs.9300-34,800/- + GP 4200 ( 6<sup>th</sup> CPC) with ten years regular service in the grade.

Provided that the initial appointment shall be for one year likely to be extendable on year to year basis subject to the condition that retired Government Servant appointed as Principal Private Secretary shall cease to hold the post of Principal 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.

1. **Name of the post : Court Master**
2. **Number of posts : Two (02)**
3. **Classification of post : Group 'A' Ministerial**
4. **Pay Scale : Pay Matrix Level 11 in the 7<sup>th</sup> CPC PAY MATRIX (67700- 208700)**
5. **Age Limit:** The maximum age limit for appointment by deputation including short term contract shall not be exceeding 56 years on the closing date of receipt of application.
6. **As per Recruitment Rules the post shall be filled up in the following manner:**

**Deputation (including short term contract) basis:**

Officer under the Central Government/ State/ Government/ UT/ PSUs/ Autonomous/ Semi-Government/ Statutory Organisations etc. (i) A Graduate from recognized University or equivalent having 120 words per minute in shorthand. **AND** (ii) Holding analogous post on regular basis **OR** holding the post in Level 10 of the 7<sup>th</sup> CPC Pay Matrix or in the pay band of Rs. 15600 – 39100/- + GP Rs. 5400/- (6<sup>th</sup> CPC) with five years regular service in the grade **OR** Holding a post in Level 8 of the 7<sup>th</sup> CPC Pay Matrix or in the pay band of Rs. 9300 – 34800/- + GP Rs. 4800/- (6<sup>th</sup> CPC) with six year regular service in the grade **OR** holding the post in Level 6 of the 7<sup>th</sup> CPC Pay Matrix or in the pay band of Rs. 9300-34800/- + GP Rs.4200/- (6<sup>th</sup> CPC) with ten years regular service in the grade **AND** (ii) Possessing of at least 3 years' experience of Establishment Administration and Account etc. of the Government establishment

**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 Tribunal 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.

**Failing which on Re-employment basis**

Officers retired from the Central Government/ State Government/ UT Govt. Including State Judicial Services/ PSUs/ Autonomous/ Semi Govt./Statutory Organisation etc.(i)A Graduate from recognized University or equivalent having 120 words per minute in shorthand. **AND** (ii) Having held analogous post on regular basis **OR** holding the post in Level 10 of the 7<sup>th</sup> CPC Pay Matrix or in the pay band of Rs. 15600 – 39100/- + GP Rs. 5400/- (6<sup>th</sup> CPC) with five years regular service in the grade **OR** a post in Level 8 of the 7<sup>th</sup> CPC Pay Matrix or in the pay band of Rs. 9300 – 34800/- + GP Rs. 4800/- (6<sup>th</sup> CPC) with six year regular service in the grade **OR** holding the post in Level 6 of the 7<sup>th</sup> CPC Pay Matrix or in the pay band of Rs. 9300-34800/- + GP Rs.4200/- (6<sup>th</sup> CPC) with ten years regular service in the grade.

Provided that the initial appointment shall be for one year likely to be extendable on year to year basis subject to the condition that retired Government Servant appointed as Court Master shall cease to hold the post of Court Master 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.

**Annexure-1D**

1. **Name of the post :** Private Secretary (PS)
2. **Number of posts :** One (02)
3. **Classification of post :** Group 'B' Ministerial
4. **Pay Scale :** Pay Matrix Level 8 in the 7<sup>th</sup> CPC PAY MATRIX (47600- 151100)
5. **Age Limit:** The maximum age limit for appointment by deputation including short term contract shall not be exceeding 56 years on the closing date of receipt of application.
6. **As per Recruitment Rules the post shall be filled up in the following manner.**

**Deputation (including short term contract) basis:**

Officer under the Central Government/ State/ Government/ UT/ PSUs/ Autonomous/ Semi-Government/ Statutory Organisations etc. (i)A Graduate from recognized University or equivalent having 120 words per minute in shorthand. **AND (ii)** Holding analogous post on regular basis **OR** holding the post in Level 6 of the 7<sup>th</sup> CPC Pay Matrix or in the pay band of Rs. 9300 – 34800/- + GP Rs. 4200/- (6<sup>th</sup> CPC) with six year regular service in the grade.

**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 Tribunal 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.

**Failing which on Re-employment basis**

Officers retired from the Central Government/ State Government/ UT Govt. Including State Judicial Services/ PSUs/ Autonomous/ Semi Govt./Statutory Organisation etc.(i)A Graduate from recognized University or equivalent having 120 words per minute in shorthand. **AND (ii)** Having held analogous post on regular basis **OR** holding the post in Level 6 of the 7<sup>th</sup> CPC Pay Matrix or in the pay band of Rs. 9300 – 34800/- + GP Rs. 4200/- (6<sup>th</sup> CPC) with six year regular service in the grade.

Provided that the initial appointment shall be for one year likely to be extendable on year to year basis subject to the condition that retired Government 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.

1. Name of the post : Personal Assistant
2. Number of posts : One (01)
3. Classification of post : Group 'B' Ministerial
4. Pay Scale : Pay Matrix Level 6 in the 7<sup>th</sup> CPC PAY MATRIX (35400- 112400)
5. Age Limit: The maximum age limit for appointment by deputation including short term contract shall not be exceeding 56 years on the closing date of receipt of application.

6. As per Recruitment Rules the post shall be filled up in the following manner:

**Deputation (including short term contract) basis:**

Officer under the Central Government/ State/ Government/ UT/ PSUs/ Autonomous/ Semi-Government/ Statutory Organisations etc. (i) Having a Graduate from recognized University or equivalent having a speed of 100 words per minute in shorthand; **AND** (ii) Holding analogous post on regular basis **OR** holding post in Level 5 of the 7<sup>th</sup> CPC Pay Matrix or in the pay band Rs. 5200 – 20200/- + GP Rs. 2800/- (6<sup>th</sup> CPC) with at least 6 year regular service **OR** Holding post in Level 4 of the 7<sup>th</sup> CPC Pay Matrix or in the pay band Rs. 5200 – 20200/- + GP Rs. 2400/- (6<sup>th</sup> CPC) with 10 years regular service in the grade. Preference shall be given to candidates having knowledge of computer.

**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 Tribunal 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.

**Filling which on Re-employment basis**

Officers retired from the Central Government/ State Government/ UT Govt. Including State Judicial Services/ PSUs/ Autonomous/ Semi Govt/Statutory Organisation etc. (i)Having a Graduate from recognized University **AND** (ii) Holding analogous post on regular basis **OR** holding post in Level 5 of the 7<sup>th</sup> CPC Pay Matrix or in the pay band Rs. 5200 – 20200/- + GP Rs. 2800/- (6<sup>th</sup> CPC) with at least 6 year regular service **OR** Holding post in Level 4 of the 7<sup>th</sup> CPC Pay Matrix or in the pay band Rs. 5200 – 20200/- + GP Rs. 2400/- (6<sup>th</sup> CPC) with 10 years regular service in the grade. Preference shall be given to candidates having knowledge of computer.

Provided that the initial appointment shall be for one year likely to be extendable on year to year basis subject to the condition that retired Government Servant appointed as Personal Assistant shall cease to hold the post of Personal Assistant 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.

**Annexure-1F**

1. **Name of the post :** Assistant
2. **Number of posts :** One (01)
3. **Classification of post :** Group 'B' Ministerial
4. **Pay Scale :** Pay Matrix Level 6 in the 7<sup>th</sup> CPC PAY MATRIX (35400- 112400)
5. **Age Limit:** The maximum age limit for appointment by deputation including short term contract shall not be exceeding 56 years on the closing date of receipt of application.
6. **As per Recruitment Rules the post shall be filled up in the following manner:**

**Deputation (including short term contract) basis:**

Officer under the Central Government/ State/ Government/ UT/ PSUs/ Autonomous/ Semi-Government/ Statutory Organisations etc. (i) Having a Graduate from recognized University **AND** (ii) Holding analogous post on regular basis **OR** holding post in Level 5 of the 7<sup>th</sup> CPC Pay Matrix or in the pay band Rs. 5200 – 20200/- + GP Rs. 2800/- (6<sup>th</sup> CPC) with at least 6 year regular service **OR** Holding post in Level 4 of the 7<sup>th</sup> CPC Pay Matrix or in the pay band Rs. 5200 – 20200/- + GP Rs. 2400/- (6<sup>th</sup> CPC) with 10 years regular service in the grade. Preference shall be given to candidates having experience in administrative or Cash/ Accounts and having knowledge of computer.

**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 Tribunal 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.

**Failing which on Re-employment basis**

Officers retired from the Central Government/ State Government/ UT Govt. Including State Judicial Services/ PSUs/ Autonomous/ Semi Govt./Statutory Organisation etc.(i) Having a Graduate from recognized University **AND** (ii) Holding analogous post on regular basis **OR** holding post in Level 5 of the 7<sup>th</sup> CPC Pay Matrix or in the pay band Rs. 5200 – 20200/- + GP Rs. 2800/- (6<sup>th</sup> CPC) with at least 6 year regular service **OR** Holding post in Level 4 of the 7<sup>th</sup> CPC Pay Matrix or in the pay band Rs. 5200 – 20200/- + GP Rs. 2400/- (6<sup>th</sup> CPC) with 10 years regular service in the grade.

Provided that the initial appointment shall be for one year likely to be extendable on year to year basis subject to the condition that retired Government Servant appointed as Assistant shall cease to hold the post of Assistant 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.