

Ser/2021/14461  
06/08/2021  
621/c

**NATIONAL CONSUMER DISPUTES REDRESSAL COMMISSION  
GOVERNMENT OF INDIA**

Telephone No.011-24608718

Upbhokta Nyay Bhawan  
'F' Block, GPO Complex  
INA, New Delhi-110023

No.A-2/Recruitment/NCDRC/2017-18 Vol.II

30<sup>th</sup> July 2021

**CIRCULAR**

Applications are invited for filling up the following posts in the National Consumer Disputes Redressal Commission, on deputation basis for a period of three years from suitable candidates, who fulfil eligibility as shown against the posts below: -

Sl. No.	Post with Scale of pay	No. of Post	Eligibility
1.	Accounts officer  Pay in Pay Matrix Level 8: ₹47600- ₹151100  General Central Service (Group 'B') Gazetted	01	Officers of the Central / State Governments/ Supreme Court/ High Courts / Tribunals: -  (a) (i) holding analogous post on regular basis; OR  (ii) holding regular post in the Level 7 : ₹44900 - ₹142400 or equivalent with 06 years service  (iii) with Cash & Accounts Training conducted by ISTM and possessing knowledge in Accounts.
2	Court Master (Non-Shorthand)  Pay in Pay Matrix Level 8: ₹47600- ₹151100  General Central Service (Group 'B') Gazetted	01	Officers of the Central / State Governments/ Supreme Court/ High Courts / Tribunals: -  (a) (i) holding analogous post on regular basis; OR  (ii) holding regular post in the Level 7 : ₹44900 - ₹142400 or equivalent with 6 years service

ss/s-II

Inf. 06/08

6/8/21

DSH

6.8.21  
50/1000

Mr. Yogan  
6.8.21

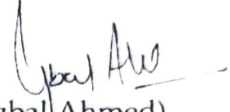
	Section Officer	01 (anticipated)	Officers of the Central / State Governments/ Supreme Court/ High Courts / Tribunals :-  (a) (i) holding analogous post on regular basis; OR  (ii) holding regular post in the Level 7 : ₹44900- ₹142400 or equivalent with 6 years service
4	Assistant  Pay in pay matrix Level 6: ₹35400- ₹142400  General Central Service (Group 'B') Non-Gazetted	04 (Subject to variation)  (Reference for correction as Level -7 has already been sent to DOCA)	Officers of the Central / State Governments/ Supreme Court/ High Courts / Tribunals: -  (i) holding analogous posts on regular basis; OR  (ii) Upper Division Clerk in the scale of pay of Level 4: ₹25500-₹81100 or equivalent with eight years regular service in the grade.
5	Personal Assistant  Pay in pay matrix Level 6: ₹35400- ₹142400  General Central Service (Group 'B') Non-Gazetted	01 (Reference for correction as Level -7 has already been sent to DOCA)	Officers of the Central / State Governments/ Supreme Court/ High Courts / Tribunals :-  (i) holding analogous posts on regular basis; OR  (ii) holding the post of Stenographer Grade 'D' in the scale of pay of Level 4: ₹25500-₹81100 or equivalent with eight years regular service in the grade and having speed of 100 w.p.m. in shorthand (English).

The pay of the officials selected will be regulated in accordance with DOP&T O.M. No. 2/29/91-Estt.(Pay II), dated the 17<sup>th</sup> June 2010 (amended from time to time) and the maximum age limit for appointment on deputation shall be 56 years on the date of closing, of the applications.

The application(s) of eligible candidates who are desirous of being considered for appointment to the above mentioned posts and who can be spared immediately after selection, may please be forwarded to the Registrar, National Consumer Disputes Redressal

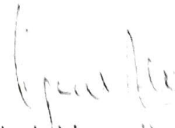
620/C

Commission, Upbhokta Nyay Bhawan, 'F' Block, GPO Complex, INA, New Delhi- 110023 on or before 15.10.2021, in the prescribed format as at Annexure-I (Prescribed form alongwith details can also be downloaded from this Commission's Website [ncdrc.nic.in](http://ncdrc.nic.in)) along with certified copies of CR dossiers for the last five years and vigilance/disciplinary clearance certificate. Incomplete application(s) and application(s) not duly forwarded by their office will not be considered. The selected candidate should be released for joining the post on deputation within 15 days of selection.

  
(Iqbal Ahmed)  
Deputy Registrar

Copy to:

1. The Secretary General, Supreme Court of India, Tilak Marg, New Delhi-110201.
2. The Registrar General of all the High Courts.
3. The Ministries/Departments of Government of India, New Delhi (as per list)
4. The Chief Secretaries of States & Union Territories.
5. The Director General of Police, CISF, CRPF, ITBP, SSB, BSF, CBI, New Delhi
6. The Principal Registrar, Central Administrative Tribunal, Copernicus Marg, New Delhi.
7. The Secretary (Services), Govt. of NCT of Delhi, Secretariat Complex, 7th Level, B-Wing & 5th Level, A-Wing, I. P. Estate, New Delhi-02. Services Department, Govt. of Delhi.
8. The Principal Registrar, Armed Forces Tribunal (Principal Bench) West Block - VIII, Opp. Mohan Singh Market, Sector- I, R. K. Puram, New Delhi - 110066.
9. The Joint Secretary, NHRC, 'C' Block, GPO Complex, INA, New Delhi.
10. The District & Sessions Judge, Tis Hazari, New Delhi.
11. The District & Sessions Judge, Ghaziabad.
12. The District & Sessions Judge, Faridabad.
13. The District & Sessions Judge, Gurugram.
14. All Registrars, State Consumer Disputes Redressal Commissions.
15. Mr. Satyabrata Nanda, SO (IT) - For uploading the circular on this Commission's Website [Ncdrc.nic.in](http://Ncdrc.nic.in)
16. Circular File

  
(Iqbal Ahmed)  
Deputy Registrar

FORMAT OF APPLICATION

POST APPLIED FOR .....

1. Name of the Applicant:
2. Father's Name:
3. Address for correspondence:
4. Contact No. (Res. & Mob.):
5. Email.ID:
6. Date of birth:
7. Whether SC/ST/OBC:
8. Educational Qualifications:
9. Professional/ Technical Qualifications
10. Details of present post held
  - a) Designation of the post
  - b) Scale of pay & Present pay drawn
  - c) Date of appointment to the post
  - d) Nature of appointment to the post (ad-hoc/regular)
11. Experience
12. Detail of deputation held previously.:  
if any, with full particulars.
13. Remarks, if any

Signature of the Applicant

Telephone No.....

CERTIFICATION BY PARENT OFFICE

1. Certified that the information given by the Applicant has been verified from the office record and is found to be correct.
2. The ACR dossiers for the last five years are enclosed
3. It is certified that no vigilance case is pending or contemplated against him/her
4. In the event of Selection, the official will be relieved within 15 days of receipt of communication

Date.....

Signature.....

Designation

Office

Tel. No.