



Government of India
Ministry of Labour & Employment
Central Government Industrial Tribunal – cum- Labour Court No. 2,
Jagjiwan Nagar, Dhanbad, (Jharkhand)

No. LCT 13/2024/74

Dated: 30/12/24

CIRCULAR

Subject: Filing up of the post of Secretary of the Court, on Deputation basis in the CGIT-cum – Labour Court No. 2, Dhanbad.

Applications are invited in the prescribed pro-forma (Annexure-1) from eligible candidates on deputation basis to the post of Secretary to the Court in the office of Central Government Industrial Tribunal-cum-Labour Court No.2, Dhanbad.

1. The post belongs to Central Service (Group B, non-gazetted, Ministerial) in the pay scale of Level 6 (Rs. 35400-112400) under the pay matrix table of 7th CPC. Pay & Allowances and other conditions of deputation shall be regulated as per the guidelines issued by the DOPT from time to time.
2. The period of deputation shall ordinarily be one year initially which may be extended up to three years, subject to suitability which is earlier. The terms of deputation and service conditions of employee may be altered and will be governed as per rules and regulations issued by the Government of India.

3. Eligibility criteria for deputation basis is as under:
(i) Persons holding analogous post on regular basis.

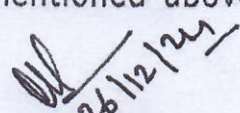
Or

(ii) UDC's who have put in not less than 5 years of regular service in the grade.

4. It is requested that the applications of interested, eligible and suitable candidates who can be spared for deputation may be sent (in duplicate), after duly certifying the details given by the candidate in the Bio-data in the enclosed pro-forma along with their complete up to date ACRs (attested photocopies of last five years) and Vigilance Clearance Certificate so as to reach the under signed on the following address, latest within one month from the date of issue of this circular:

**The Presiding Officer
Central Government Industrial Tribunal-cum-Labour Court No. 2,
Jagjivan Nagar, Dhanbad, Saraidhella, Jharkhand- 826005**

5. Applications received after due date or incomplete or those not accompanied by the information/documents mentioned above, will not be considered. UP to 17/11/25,


(Dinesh Kumar Singh)
Presiding Officer/Link Officer,
CGIT-cum-LC No. 2,
Dhanbad

Copy to :-

- (1) All Central Govt. and Govt. Offices.
- (2) Ministry of Labour, New Delhi, for circulation
- (3) The Presiding Officer, All CGIT-cum-Labour Courts.
- (4) Notice Board.

ANNEXURE I

PROFORMA

1	Name (in Block Letters	
2	Designation	
3	Name of service to which the applicant belongs	
4	Whether appointed on regular /temporary/ad-hoc basis and date of such appointment	
5	Present pay and pay band with Grade pay	
6	Date of Birth	
7	Educational Qualification	
8	Special Qualification, if any	
9	Whether the applicant fulfils the eligibility condition prescribed	
10	Date of joining in Govt. service	
11	Post held since joining the service with dates and details of duties performed during the period:	
12	Brief service particulars	

(Signature of Applicant)

Certificate to be given by the Head of Office of the applicant;
(Signature of forwarding authority with name, designation and stamp)

1. Certified that the particulars furnished above are correct.
2. Certified that no disciplinary case is pending or contemplated against the applicant and he/she is clear from vigilance angle.
3. Photo copies of ACR dossiers duly attested enclosed.