

GOVERNMENT OF INDIA
MINISTRY OF DEFENCE
ARMED FORCES TRIBUNAL, REGIONAL BENCH

Telephone: 0191-2464700

Srinagar at Jammu
Four Majors Qtrs P - 6(1 to 4) Military
Station Sunjuwan,
Jammu

No. 1(2)/Noti/AFT/S/J

22 Jul 2026

CIRCULAR

Applications are invited for filling up the posts of **Principal Private Secretary, Private Secretary, Section/ Tribunal Officer and Assistant**, in the **Armed Forces Tribunal, Regional Bench, Srinagar at Jammu, Four Majors Qtrs P-6(1 to 4), Military Station Sunjuwan, Jammu on Deputation (including short term contract) /absorption basis** (as applicable) for a period of three years from suitable candidates, who fulfil the eligibility conditions:-

S. No.	Name of the post	No. of Post	Pay scale (Rs.)	Eligibility conditions
1.	Principal Private Secretary (General Central Services Group 'A' Gazetted, Ministerial)	02	Pay Matrix Level-11 Pay Scale Rs 67700 - 208700	Deputation (including short term contract) /absorption Stenographers in Central Government or State Government or Supreme Court or High Courts or District courts Statutory/Autonomous bodies having pensionary benefits: (a) holding analogous post on regular basis in the parent cadre or department; or (b) with six years regular services in the parent cadre or department in posts in Level -8 of the Pay Matrix; or (c) With seven years regular service in the parent cadre or department in posts in Level -7 of the Pay Matrix. Desirable: - Knowledge in computer operation. Note 1. The Departmental Officers in the feeder grade who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, a deputationist in the Armed Forces Tribunal shall not be eligible for consideration for promotion. 2. The period of deputation including the period of deputation (including short term contract) in another ex- cadre post held immediately preceding this appointment in the same or some other Organization or department of the Central Government shall ordinarily not exceed three years . Authority: - Govt of India, Min of Def SRO 04(E) dated 23 Apr 2018 copy received vide AFT, PB, New Delhi email dated 09.05.2018.

2.	Private Secretary (General Central Services Group 'B' Gazetted, Ministerial)	01	Pay Matrix Level - 7 Pay Scale Rs 44900 - 142400	Deputation (including short term contract)/ Absorption Stenographers in Central Government or State Government or Supreme Court or High Courts or Subordinate Courts or Statutory / Autonomous bodies having pensionary benefits, holding: (i) analogous post on regular basis in parent cadre or department; or (ii) a post in Level -6 of the Pay Matrix with five years' regular service in the grade. Note 1. The Departmental Officers in the feeder grade who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, a deputationist in the Armed Forces Tribunal shall not be eligible for consideration for promotion. 2. The period of deputation including the period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or department of the Central Government shall ordinarily not exceed three years. Authority :- Govt of India, Min of Def SRO 05(E) dated 23 Apr 2018 copy received vide AFT, PB, New Delhi email dated 09.05.2018.
3.	Section/ Tribunal Officer (General Central Services Group 'B' Gazetted, Non-Ministerial)	02	Pay Matrix Level - 7 Pay Scale Rs 44900 - 142400	Deputation (including short term contract)/ Absorption Persons working under Central Government of State Government or Supreme Court or High Courts or Subordinate Courts or Statutory / Autonomous bodies having pensionary benefits: (a) Holding (i) analogous post on regular basis in parent cadre or department; or (ii) a post in Level - 5 of the Pay Matrix with five years' regular service in the grade, and (b) possessing the following educational qualifications and experience:- (i) Degree of a recognized University; and (ii) Having 2 years experience in personnel, administrative or judicial work. Desirable: Degree of Law. Notes :- 1. The Departmental officers in the feeder grade who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. 2. The period of deputation including the period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or department of the Central Government shall ordinarily not exceed three years. Authority :- Govt of India, Min of Def SRO 05(E) dated 23 Apr 2018 copy received vide AFT, PB, New Delhi email dated 09.05.2018.

4.	Assistant General Central Service, Group 'B' Non Gazetted Ministerial	01	Pay Matrix Level – 06 Pay Scale Rs 35400 – 112400	Deputation (including short term contract) Officials working under Central Government or State Government or Supreme Court or High Courts or Subordinate Courts or Statutory / Autonomous bodies having pensionary benefits:- (a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) Upper Division Clerks in level-4 of the pay matrix with 10 years regular service in the grade in Central or State Government or Supreme Court or High Courts or Subordinate Courts or (b) (i) Possessing Degree from recognised University, and (ii) having 2 years of experience in establishment, administration or Accounts. Note: The period of deputation including the period of deputation (including Short Term Contract) in another ex cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed 3 years. Authority: - Govt of India, Min of Def SRO 05(E) dated 23 Apr 2018 copy received vide AFT, PB, New Delhi email dated 09.05.2018.
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2. The pay of the officer selected on deputation basis will be governed by DoP&T O.M. No. 6/8/2009- Estt(Pay –II) dated 17.06.2010, as amended from time to time.

3. The departmental officers in the feeder grade who are in direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, a deputationist in the Armed Forces Tribunal shall not be eligible for consideration for appointment by promotion channel.

4. The maximum age limit for appointment by deputation shall not exceed 56 years with a residual service of four years on the closing date of receipt of applications.

5. The application in the prescribed Proforma (Annexure) of the eligible candidate, who can be spared for deputation/absorption (as applicable) in the event of his/her selection may be forwarded to the **Registrar, Armed Forces Tribunal, Regional Bench, Srinagar at Jammu, Four Majors Qtrs P-6(1 to 4), Military Station Sunjuwan, Jammu-180011** by the Department so as to be received in this office latest by **30 Oct 2026** along with photo copies of the Annual Confidential Reports for the last five years (where applicable) of the candidates along with Vigilance Clearance Certificate.

6. The application received without supporting documents, photograph, unsigned and incomplete in any manner, shall be summarily rejected.

7. It may please be noted that this Office is not yet enlisted in the Directorate of Estate for allotment of GPRA (General Pool Residential Accommodation).

8. Number of vacancies reflected above may vary.

9. Candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

(Raj Kamal Arya)

Dy Registrar

Distribution:-

1.	The Principal Registrar, AFT, PB West Block-VIII, Sector-1, RK Puram, New Delhi -110066.	- with a request for uploading on the website.
2.	The Registrar, High Court of J&K, Jammu-180007	
3.	The Principal District & Session Judge, Civil Court, Jammu	
4.	The PCDA, Northern Comd, Narwal Pain Satwari, Jammu-180003	
5.	The Accountant General, Office of the Accountant General Jammu, Shakti Nagar-180001	
6.	Sainik Welfare Office, Amphalla, Jammu-180005.	
7.	Sainik Welfare Office, Kathua-184101	
8.	Sainik Welfare Office, Udhampur-182001	
9.	Sainik Welfare Office, Doda-182202	
10.	Sainik Welfare Office, Samba-184121	
11.	Sainik Welfare Office, Poonch-185001	
12.	Sainik Welfare Office, Rajouri-185131	
13.	Office of the District Magistrate, Jammu -180001	
14.	District Employment Exchange, Jammu.180004.	
15.	HQ Northern Comd, C/O 56 APO	
16.	HQ 3 Inf Div, PIN- 908403 C/O 56 APO	
17.	23 Wing, AF Stn Satwari, Jammu	
18.	The Secretary General, Supreme Court of India	
19.	The Registrar General, All High Courts	
20.	The Principal Registrar, Central Administrative Tribunal, New Delhi	
21.	The Under Secretary, MoD, AFT Cell, New Delhi	
22.	The JAG Branch Army/Navy/Air Force, New Delhi	
23.	The Chief Secretary, R. No.2/16, 2 nd Floor, Main Building, Civil Secretariat, Jammu – 180001	
24.	All Ministries of Govt of India	
25.	The Chief Secretary, Govt of NCTD, Delhi Secretariat, IP Estate, New Delhi-110002	
26.	The Registrar, AFT - All outlying Benches with the request to send it by e-mail/by DR to all concerned at Regional level.	
27.	The Editor Employment News, Ministry of Information & Broadcasting, Room No 764, VII Floor Soochna Bhavan, C.G.O. Complex, Lodhi Road, New Delhi-110003 – for publication in Employment News at the earliest.	

ANNEXURE

(Refers to AFT RB Srinagar at Jammu letter
No 1(2)/Noti/AFT/S/J dated 22 Jul 2026)

BIO-DATA/CURRICULAM VITAE PROFRMA

Latest
photograph of
the candidate
duly attested by
Gazetted
Officer

Post applied for	
1. Name and Address (in Block Letters)	
2. (i) Date of Birth (in Christian era)	
(ii) Mobile No.	
(iii) E-Mail I.D.	
3. (i) Date of entry into service	
(ii) Date of Retirement under Central/ State Government Rules	
4. Educational Qualifications	
5. Whether Educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)	
Qualifications / Experience required as Mentioned in the advertisement / circular	Qualifications/experience possessed by the officer
Essential	Essential
A) Qualification	A) Qualification
B) Experience	B) Experience
Desirable	Desirable
A) Qualification	A) Qualification
B) Experience	B) Experience
5.1 Note: - In the case of Degree and Post Graduate Qualification Elective/main subject and subsidiary subjects may be indicated by the candidate.	
6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post	

7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by
your signature, if the space below is insufficient.

Office/ Institution	Post held on Regular basis	From	To	*Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of Duties (in detail) Highlighting Experience required for the post applied for

*Important: Pay –band and Grade Pay granted under ACP / MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay / Pay scale of the post held on regular basis to be mentioned. Details of ACP / MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate may be indicated as below:

Office/Institution	Pay, Pay Band, and Grade Pay drawn under ACP/MACP Scheme	From	To
8. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent			
9. In case the present employment is held on deputation/ contract basis, please state.			
a) The date of initial appointment	(b) Period of Appointment on deputation/contract	c) Name of the parent Office/ organization to which the applicant belongs.	d) Name of the post and Pay of the post held in substantive capacity in the parent organization
9.1 Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department along with Cadre Clearance, Vigilance Clearance and integrity certificate.			
9.2 Note: Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a lien in his parent cadre/ organization.			
10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.			
11. Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column)			
(a) Central Government. (b) State Government (c) Autonomous Organization (d) Government Undertaking (e) Universities (f) Others			
12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.			

13. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.		
Basis Pay in the PB	Grade Pay	Total Emoluments

14. In case the applicant belongs to an Organization which is not following the Central Government Pay - scale, the latest salary slip issued by the organization showing details may be enclosed.

Basic Pay with Scale of Pay and rate of increment	Dearness Pay / interim relief / other Allowances etc, (with brake-up Details)	Total Emoluments

15. Additional information, if any, relevant to the post you applied for in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualification (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular / Advertisement)	
16. Whether belongs to the Scheduled Castes, the Scheduled Tribes, the Other Backward Classes, and other special categories	

I have carefully gone through the vacancy circular / advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification / Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information / details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld.

(Signature of the candidate)

Address:

Date:

Certification by the Employer / Cadre Controlling Authority

1. The information / details provided in the above application by the application are true and correct as per the facts available on records. He /She possess educational qualification and experience mentioned in the vacancy Circular. If selected, he /she will be relieved immediately.

2. Also certified that;

(i) There is no vigilance or disciplinary case pending / contemplated against Shri /Smt

(ii) His / Her integrity is certified

(iii) His / Her CR Dossier in original is enclosed / photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.

(iv) No major / minor penalty has been imposed on him / her during the last 10 years Or A list of major / minor penalties imposed on him / her during the last 10 years is enclosed (as the case may be).

Countersigned

Employer / Cadre Controlling

(Authority with seal)