

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

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Armed Forces Tribunal
Regional Bench, Mumbai
7th Floor, MTNL Bldg;
A.G. Bell Marg, Malabar Hill
Mumbai - 400 006

F.No. AFT/RBM/ADM/RECRUITMENT/339 /2025

21st March, 2025

VACANCY CIRCULAR

Applications are invited for filling up the posts of Deputy Registrar, Principal Private Secretary, Private Secretary, Section Officer/Tribunal Officer, Assistant, Tribunal Master/Steno Grate - 'I', Junior Accounts Officer, Junior Accountant, Upper Division Clerk, Stenographer Grade 'II', Lower Division Clerk, Data Entry Operator, Staff Car Driver, Dispatch Rider & Library Attendant in the Armed Forces Tribunal, Regional Bench, Mumbai for a period of three years from suitable candidates, who fulfill the eligibility conditions. Of these, post of Deputy Registrar, Junior Accounts Officer and Junior Accountant to be filled only on Deputation, post of Principal Private Secretary & Private Secretary to be filled on Deputation (including short term contract/Absorption and remaining posts to be filled on Deputation/Absorption basis.

| S. No | Name of the Post | No. of post | Pay scale (Rs.) | Eligibility conditions |
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| 01. | Deputy Registrar (General Central Service Group - 'A' Gazetted Non-Ministerial) | Mumbai Bench - 01 | Pay Matrix Level - 11 (Rs. 67700 - 208700) | <u>Deputation only:</u> Officers of the Central Government or State Governments or Supreme Court or High Courts or District Courts of Statutory/ Autonomous bodies having pensionary benefits: (a) (i) holding analogous post on regular basis in the parent cadre or Department or (ii) five years regular service in the parent cadre or department in Level - 10 of the Pay Matrix Level; or (iii) Six years regular service in the parent cadre or department in a post in Level - 8 of the Pay Matrix Level; or (iv) Seven years regular service in the parent cadre or department in a post in Level - 7 of the Pay Matrix Level; and (b) Having five years of experience in personnel and Administrative or Judicial works. <u>Desirable:</u> - Possessing a degree in law from a recognized university. <u>Note 1:</u> - 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. <u>Note 2:</u> - The period of deputation including 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 not ordinarily exceed three years . The maximum age limit for appointment by deputation shall not exceed 56 |

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| | | | | years as on the closing date of receipt of application. |
| 02 | Principal Private Secretary (General Central Service Group – 'A' Gazetted Ministerial) | Mumbai Bench – 01 | Pay Matrix Level – 11 (Rs. 67700 – 208700) | <p><u>Deputation(including Short Term Contract/Absorption):</u> Stenographers in Central Government or State Government or Supreme Court or High Courts or District Courts or Statutory/ Autonomous bodies having pensionary benefits: (i) holding analogous post on regular basis in the parent cadre or Department or (ii) with six years regular service in the parent cadre or department in a post in Level – 8 of the Pay Matrix Level; or (iv) with seven years regular service in the parent cadre or department in a post in Level – 7 of the Pay Matrix Level.</p> <p><u>Desirable:</u> -Knowledge in computer operation.</p> <p><u>Note 1:</u> - where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior would also be considered provided they are not short of the requisite qualifying or eligibility service or two years. Whichever is less, and have successfully completed probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.</p> <p><u>Note 2:</u> - 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.</p> <p><u>Note 3:</u> - 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 not ordinarily exceed three years. The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of application.</p> |
| 03. | Private Secretary (General Central Service Group – 'B' Gazetted Ministerial) | Mumbai Bench – 01 | Pay Matrix Level – 7 (Rs. 44900 – 142400) | <p><u>Deputation(including Short Term Contract/Absorption):</u> Stenographers in Central Government or State Government or Supreme Court or High Courts or District Courts or Statutory/ Autonomous bodies having pensionary benefits: (i) holding analogous post on regular basis in the parent cadre or Department or (ii) a post in the level – 6 of the Pay Matrix (35400 – 112400) with five years regular service in the grade.</p> |

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| | | | | <p>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.</p> <p>Note 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 not ordinarily exceed three years. The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of application</p> |
| 04. | <p>Section Officer/ Tribunal Officer</p> <p>(General Central Service Group – 'B' Gazetted Non - Ministerial)</p> | Mumbai Bench – 03 | <p>Pay Matrix Level – 7 (Rs. 44900 – 142400)</p> | <p>Deputation/Absorption: Persons working under Central Government or State Governments or Supreme Court or High Courts or District Courts or Statutory/ Autonomous bodies having pensionary benefits. (a) (i) holding analogous post on regular basis in the parent cadre or Department; or (ii) a post in the level – 5 of the Pay Matrix (29200 - 92300) with five years regular service in the grade, and (b) possessing the following educational qualifications and experience. (i) Degree of recognized University; and (ii) Having 2 years experience in personnel, administrative or judicial work. Desirable: - Degree in Law. 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. Note 2: - The period of deputation including the period of deputation 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 exceed three years. The maximum age limit for appointment for deputation shall not exceed 56 years as on the closing date of receipt of applications.</p> |
| 05. | <p>Assistant</p> <p>(General Central Service Group – 'B' Non - Gazetted Ministerial)</p> | Mumbai Bench – 01 | <p>Pay Matrix Level – 6 (Rs. 35400 – 112400)</p> | <p>Deputation/Absorption: Officials working under Central Government or State Governments or Supreme Court or High Courts or District 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 Government or State Governments or Supreme Court or High Courts or Subordinate courts.</p> |

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| | | | | <p>(b) (i) possessing Degree from recognized University; and (ii) having 2 years experience in establishment, administration or Accounts.</p> <p>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 Organization or department of the Central Government shall not ordinarily exceed three years. The maximum age limit for appointment for deputation (Including short term contract)/ shall not exceed 56 years as on the closing date of receipt of applications.</p> |
| 06. | <p>Tribunal Master/ Stenographer Grade - 'I'</p> <p>(General Central Service Group – 'B' Non - Gazetted Ministerial)</p> | Mumbai Bench – 02 | Pay Matrix Level – 6 (Rs. 35400 – 112400) | <p>Deputation/Absorption: Stenographers in Central Government or State Government or Supreme Court or High Courts or District Courts or Statutory/ Autonomous bodies having pensionary benefits: (a) (i) holding analogous post on regular basis in the parent cadre or Department; or (ii) a post in the Level – 4 of the Pay Matrix (25500 – 81100) with 10 years regular service in the grade.</p> <p>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 (Including short term contract).</p> <p>Note 2: - The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or department of the Central Government shall not ordinarily exceed three years. The maximum age limit for recruitment by deputation (Including Short Term Contract)/ shall not exceed 56 years as on the closing date of receipt of applications.</p> |
| 07. | <p>Junior Accounts Officer</p> <p>(General central Service Group – 'B' Non – Gazetted Non – Ministerial)</p> | Mumbai Bench – 01 | Pay Matrix Level – 6 (Rs. 35400 – 112400) | <p>Deputation only: Officers under the Central Government: (a) (i) holding analogous post on regular basis in the parent cadre or Department; or (ii) with six years service in the Level – 5 in the Pay Matrix (29200 – 92300) rendered after appointment there to on regular basis. (b) who have undergone training in cash and accounts work in the institute of Secretariat training and management or an equivalent course from a recognized institute and having two years' experience of case accounts and budget work.</p> <p>Note 1: - The Departmental officers in the feeder grade who are in the direct line of</p> |

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| | | | | <p>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.</p> <p>Note 2: - The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or department of the Central Government shall not ordinarily exceed three years.</p> <p>Note 3: - The maximum age limit for recruitment by deputation shall not exceed 56 years as on the closing date of receipt of applications</p> |
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| 08. | Junior Accountant (General Central Service Group – 'C' Non – Gazetted Non – Ministerial) | Mumbai Bench – 01 | Pay Matrix Level – 5 (Rs. 29200 – 92300) | <p>Deputation only: Officers working under the Central Government/ State Governments/ Union Territories/ PSUs/ Autonomous Organizations –</p> <p>(a) (i) holding analogous post on regular basis; or (ii) with five years regular service in post in the level-4 the Pay Matrix (Rs.25500 - 81100); and (b) possessing Bachelor's degree from a recognized University.</p> |
| 09. | Upper Division Clerk (General Central Service Group – 'C' Non – Gazetted Ministerial) | Mumbai Bench – 02 | Pay Matrix Level –4 (Rs. 25500 – 81100) | <p>Deputation/Absorption: Officers of the Central Government or State Governments or Tribunal or Commissions or Statutory bodies of Courts: -</p> <p>(i) holding analogous post on regular basis; or (ii) holding the post in the Pay Band – I, Rs. 5200-20200 plus grade pay Rs.1900 with eight years regular service.</p> <p>Note 1: - 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</p> <p>Note 2: - The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or department of the Central Government shall not ordinarily exceed three years.</p> <p>Note 3: - The maximum age limit for recruitment by deputation shall not exceed 56 years as on the closing date of receipt of applications.</p> <p>Note 4: - For the purpose of the appointment on deputation, the service rendered on regular basis by an officer prior to 01st January, 2006 or</p> |

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| | | | | the date from which the revised pay structure based on the Sixth Central pay Commission recommendations had been extended, shall be deemed to be service rendered in the corresponding grade or pay scale extended based on the recommendations of the Commission, except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale, and where this benefit will extend only for the posts for which that grade pay or pay scale is the normal replacement grade without any upgradation. |
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| 10. | Stenographer Grade 'II' (General Central Service Group - 'C' Non - Gazetted Ministerial) | Mumbai Bench - 03 | Pay Matrix Level -4 (Rs. 25500 - 81100) | Deputation/Absorption: The qualification regarding experience is relaxable at the discretion of the Chairperson, Armed Forces Tribunal, in the case of candidates belonging to the Scheduled Caste or Scheduled Tribes, if at any stage of selection, the Chairperson, Armed Forces Tribunal is of the opinion that the sufficient number of candidate with requisite experience are not likely to be available to fill up the vacancy reserved for them. Deputation: - Officers possessing the qualifications prescribed for direct recruitment in Essential: (i) 12 th class pass or equivalent qualification from a recognized board or university (ii) Skill Test Norms on computer dictation 10 minutes @ 80 words per minute. Transcription 50 minutes (English), 65 minutes (Hindi). (iii) Computer training course of at least six months duration. And holding analogous post on regular basis in the Central Government or State Governments or Tribunals or Commissions or Statutory Bodies or Courts. Note 1: - The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or department of the Central Government shall not ordinarily exceed three years . Note 2: - The maximum age limit for recruitment by deputation shall not exceed 56 years as on the closing date of receipt of applications. |
| 11. | Lower Division Clerk (General Central Service Group - 'C' Non - Gazetted Ministerial) | Mumbai Bench - 04 | Pay Matrix Level - 2, (Rs. 19900 - 63200) | Deputation/Absorption: Officers holding analogous posts on regular basis in the Central Government or State Governments or Tribunals or Commissions or Statutory Bodies or Courts and possessing educational qualification as follows: (i) 12th class pass or equivalent qualification from a recognized board or university (ii) A typing speed of 35 words per minute in English or 30 words per minute in Hindi on |

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| | | | | <p>computer (35 words per minute and 30 words per minute correspond to 10500 key depression per hour/9000 key depression per hour on an average of 05 key depression for each word). (Time allowed – 10 minutes)</p> <p>(iii) Computer training course of at least six months duration.</p> <p>Desirable: - Possessing a degree in law from a recognized university.</p> <p>Note: - The qualification regarding experience is relaxable at the discretion of the Chairperson, Armed Forces Tribunal, in the case of candidates belonging to the Scheduled Caste or Scheduled Tribes, if at any stage of selection, the Chairperson, Armed Forces Tribunal is of the opinion that the sufficient number of candidate with requisite experience are not likely to be available to fill up the vacancy reserved for them. Age Limit – 18-27 years.</p> <p>(Relaxable for Government servants up to the age of forty years in the case of general candidate and upto 45 years in case of candidates belonging to Scheduled Caste or Scheduled Tribes and also relaxable in case of ex-servicemen in accordance with the instructions or order issued by the central government from time to time)</p> <p>Note: - The Crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti district and Panji Sub Division of Chamba district of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep.</p> |
| 12. | <p>Data Entry Operator</p> <p>(General Central Service Group – 'C' Non – Gazetted Non – Ministerial)</p> | Mumbai Bench – 04 | <p>Pay Matrix Level – 2, (Rs. 19900 - 63200)</p> | <p>Deputation/Absorption: Officers from the Central Government or State Governments or Tribunals or Commissions or Statutory Bodies or Courts;(i) holding analogous post on regular basis or (ii) holding post(s) in the pay band-I, Rs.5200-20200 plus grade pay of Rs.1900, with two years regular service in the grade and possessing the qualifications as follows: Essential: (a) 12th class pass or equivalent qualification from a recognized institution or board or equivalent. (b) Diploma or Certificate in Information Technology or Computer field; and (c) Knowledge of data entry or computer operation (should possess a speed of not less than 8000 key depression per hour for data entry work)</p> |

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| | | | | <p>Desirable: - Graduate from a recognized university.</p> <p>Note 1: - The speed of 8000 key depressions per hour for data entry work is to be judged by conducting a speed test on the Electronic Data Processing EDP machine(s) by the Competent Authority.</p> <p>Note 2: - The qualification regarding experience is relaxable at the discretion of the Chairperson, Armed Forces Tribunal, in the case of candidates belonging to the Scheduled Caste or Scheduled Tribes, if at any stage of selection, the Chairperson, Armed Forces Tribunal is of the opinion that the sufficient number of candidate with requisite experience are not likely to be available to fill up the vacancy reserved for them.</p> |
| 13. | Staff Car Driver (General Central Service Group - 'C' Non - Gazetted Non - Ministerial) | Mumbai Bench - 02 | Pay Matrix Level - 2, (Rs. 19900 - 63200) | <p>Deputation/Absorption: Essential: (a) 10th Standard pass from a recognized or board or (b) Experience of driving a motorcar for at least three years. (c) Possessing valid driving license for motor cars; (d) Knowledge of motor mechanism (should be able to remove minor-defects in vehicle).</p> <p>Desirable: - Three years service as Home Guard or Civil Volunteers.</p> <p>Note: - The qualification regarding experience is relaxable at the discretion of the Chairperson, Armed Forces Tribunal, in the case of candidates belonging to the Scheduled Caste or Scheduled Tribes, if at any stage of selection, the Chairperson, Armed Forces Tribunal is of the opinion that the sufficient number of candidate with requisite experience are not likely to be available to fill up the vacancy reserved for them.</p> |
| 14. | Despatch Rider (General Central Service Group - 'C' Non - Gazetted Non - Ministerial) | Mumbai Bench - 01 | Pay Matrix Level - 2, (Rs. 19900 - 63200) | <p>Deputation/Absorption: Essential: (a) 10th Standard pass from any recognized Board or equivalent with ability to read English and Hindi or Regional Language of the area in which the Tribunal is situated. (b) Possessing a valid driving license for motor cycle or Scooter of auto-rickshaw and experience of driving such vehicle for at least three years. (c) Having knowledge of mechanism of motor cycle or Scooter of Auto-rickshaw and should be able to remove minor defects in such vehicle.</p> <p>Note: - The qualification regarding experience is relaxable at the discretion of the Chairperson, Armed Forces Tribunal, in the case of candidates belonging to the Scheduled Caste or Scheduled Tribes, if at any stage of selection, the Chairperson, Armed Forces Tribunal is of the opinion that the sufficient number of candidate with requisite experience are not likely to be available to fill up the vacancy reserved for them.</p> |

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| 15. | Library Attendant (General Central Service Group 'C' Non – Gazetted Non – Ministerial) | Mumbai Bench – 01 | Pay Matrix Level – 1, (Rs. 18000 - 56900) | Deputation/Absorption: Essential: (a) 10 th Standard pass or equivalent of any recognized board. (b) Experience of working at least one year in a recognized or registered Library. Note: - The qualification regarding experience is relaxable at the discretion of the Chairperson, Armed Forces Tribunal, in the case of candidates belonging to the Scheduled Caste or Scheduled Tribes, if at any stage of selection, the Chairperson, Armed Forces Tribunal is of the opinion that the sufficient number of candidate with requisite experience are not likely to be available to fill up the vacancy reserved for them. Age limit – Twenty-Five years Note 1: - Relaxable for Government servants upto forty years in case if general candidates and forty-five years in case of candidates belonging to the Scheduled Caste or the Scheduled Tribes and also relaxable in case of Ex-servicemen in accordance with the Instructions or orders issued by the Central Government from time to time. Note 2: - The crucial date for determining the age limit shall be the closing date for the receipt of the applications from candidates in India. (and not the closing date prescribed for those in Assam, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh division and Panji Sub-Division of Chamba district of Himachal Pradesh, Andaman and Nicobar Islands or Lakshadweep). |
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2. The pay of the officer selected on deputation basis will be governed by Do P&T O.M. No. 6/8/2009-Estt (Pay-II) dated 17.06.2010, No.2/11/2017/Estt(Pay-II) dated 24.11.2017, 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 appointments by promotion channel.
4. The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of applications.
5. The application in the prescribed proforma (Annexure-I) of the eligible officer, who can be spared in the event of his/her selection may be forwarded **through proper channel** to The Registrar, Armed Forces Tribunal Regional Bench, Mumbai, 7th Floor, MTNL Building, A.G. Bell Marg, Malabar Hill, Mumbai – 400 006 by the Department **latest by 31st July, 2025** along with photo copies of the Annual Confidential Reports for the last five years of the candidate along Vigilance Clearance Certificate.
6. The applications received without supporting documents i.e. educational certificates, certificate by the employer/ cadre controlling authority, photograph, unsigned and incomplete in any manner, shall be summarily **rejected**.
7. Applicants who have already responded to this office's Circular No. F.No. AFT/RBM/ADM/RECRUITMENT/1062/2024, dated 28th October 2024, are not required to apply again.
8. 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). But, entitled for HRA, Deputation Allowance etc as per current rules.
9. Number if vacancies reflected above may vary.

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10. Candidates who apply for the post will not be allowed to withdraw their candidature subsequently.
11. The Vacancy Circular is uploaded at PB, New Delhi Website <https://aftdelhi.nic.in>.



(Muhammad Yasin)
Registrar (I/C)
AFT, RB, Mumbai

Enclosure: - Annexure - I

Distribution :-

1. The Principal Registrar, Armed Forces Tribunal, Principal Bench, West Block-VIII, Sector-1, RK Puram, New Delhi 110066 - Website-in-Charge.
2. The FOCIN (West), Headquarters, Ballard Pier, Near Tiger Gate, Mumbai 400001.
3. The Commodore, Bureau of Sailors, Cheetah Camp, Mankhurd, Mumbai 400088.
4. The Officer-in-Charge, Bureau of Naviks, Cheetah Camp, Mankhurd, Mumbai 400088.
5. The General Officer Commanding, HQMG & G Area, Veterans Branch Pin 908806, C/o 56 APO.
6. The Air Officer Commanding, Headquarters, MAO, AFI Building, New Marine Lines, Mumbai 400020.
7. The Registrar General, Appellate Side, Bombay High Court, Mumbai 400001.
8. The Registrar, City Civil & Session Court, Mumbai.
9. The Registrar, Small Causes Court, Mumbai.
10. The Registrar, Central Administrative Tribunal, Mumbai.
11. The President, Industrial Court, Bandra (East), Mumbai.
12. The Registrar, Chief Metropolitan Magistrate Esplanade, Mahanagar Palika Marg, Mumbai 400001.
13. The Principal Controller Defence Accounts (Navy), No.1, Cooperage Road, Colaba, Mumbai 400039.
14. The Admiral Superintendent (for Personal Manager/ Manager Administration), Naval Dockyard, SBS Road Mumbai 400023.