



Ministry of Jal Shakti
Department of Water Resources, RD & GR
KRISHNA WATER DISPUTES TRIBUNAL
Trikoot-1, 3rd Floor, Bhikaji Cama Place,
New Delhi – 110066

No.1-10/Rec./PS/25/KWDT/ 91

Date: 21/05/2025

To

The Sr. Joint Commissioner (BM),
Ministry of Jal Shakti
Department of Water Resources, RD&GR
Block-III, 2nd Floor, C.G.O. Complex,
New Delhi -110003.

Sub:-Filling up one post of Private Secretary (PS) -(Level-8) on deputation (including short term contact)/Re-employment basis in the Tribunal.

Sir,

I am directed to forward herewith a copy of advertisement material to be notified for filling up one post of Private Secretary (PS) on deputation (including short term contract)/ re-employment basis.

It is requested that the advertisement may be got uploaded on the Website of the MoJS, DoWR, RD&GR on priority basis. It is further requested that necessary circular may also be issued to the organizations under MoJS to facilitate filling up the post.

Yours faithfully,

Encl: As above


(Santanu Rakshit)
Administrative Officer
Tel: 011-26195011

Copy to :-

The Director (NIC), Ministry of Jal Shakti, DoWR, RD & GR, 4th Floor, Shram Shakti Bhawan, New Delhi-110001, for information and necessary action please.

Private Secretary (PS)

Pay level- 8 (Rs. 47600 - Rs.151,100) of 7th CPC .

**Eligibility Criteria : On deputation (including short-term contract) or
Re-employment basis**

Deputation (including short-term contract)

Officers under the Central Government/State Government/UT/PSUs/Autonomous /Semi Govt./ Statutory Organizations 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 the pay level-6 (Rs.35,400 - Rs.1,12,400) 7th CPC or equivalent in pre-revised scale with at least six 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 KWDT 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.

(b) **Re-employment :-**

Officers retired from the Central Govt./ State Govt./ UT/ PSUs/ Autonomous /Semi-Govt./ Statutory Organizations etc (i) a Graduate from recognized University or equivalent having a speed of 120 words per minute in shorthand AND (ii) having held analogous post on regular basis OR having held a post in the Pay level-6 (Rs. 35,400 - Rs.1,12,400/-) 7th CPC or equivalent in pre revised scale with six years regular service in the grade. Provided that the retired Govt. 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.

Annexure – II

Passport

Size

Photographs

To be filled up by the applicant

1. Name :
2. Date of Birth :
3. Designation with Grade/Group of post held on regular basis and w.e.f. _____ :
4. Pay scale on regular basis and w.e.f. _____ :
5. Whether applying for Deputation/ Short Term Contract/ Re- employment Basis:
6. Name of the department / office presently working :
7. Service particulars in chronological order point wise :

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

8. Educational/Technical Qualifications:
9. Experience/Training undergone:
10. Knowledge of Computer:
11. Address for Correspondence:
12. Phone/Mobile No.e.mail ID
13. Any other information.
14. Date of retirement (in case of application for re-employment basis):

I hereby declare that all the statements made in the application are true, complete and correct to the best of my knowledge and I shall not withdraw my candidature after selection.

Signature of applicant
Date:

To be filled in by the Forwarding Authority:

It is certified that the particulars given above are correct and the officer will be relieved for appointment on deputation. His/her application is forwarded alongwith (i) Vigilance Clearance Certificate and (ii) C.R. Dossiers for the last 5 years.

Signature
Name
Designation and Department For
the forwarding Officer) with date
and Official Seal