



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

F.No.1-13/Rectt./AO/2025-26/KWDT/ 323

Dated: 29th September, 2025

To

The Senior Joint Commissioner (BM),
Ministry of Jal Shakti,
Department of Water Resources, RD & GR,
Block No.11, 8th Floor, CGO Complex, Lodhi Road,
New Delhi-110003.

Subject: **Filling up one post of Administrative Officer on deputation (including short-term contract)/re-employment basis in the Tribunal – Uploading of advertisement on the Website of Ministry of Jal Shakti (www.jalshakti-dowr.gov.in)**

Sir,

The advertisement to fill up of one post of Administrative Officer in Level-10 (Rs.56,100-1,77,500/-) of 7th CPC on deputation (including short-term contract)/re-employment basis) in the Krishna Water Disputes Tribunal has been published in the Employment News dated 27th September – 3rd October, 2025, allowing 45 days of time for submitting applications. The start date of publication of advertisement is 27.09.2025 and the last date for receipt of applications is 10.11.2025.

2. You are, therefore, requested that the copy of advertisement along with eligibility criteria (Annexure-I) and proforma (Annexure-II) may be uploaded on the Website of the Ministry of Jal Shakti (www.jalshakti-dowr.gov.in) 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.

Encl.: As above.

Yours faithfully,

(G.S. Panwar)

Registrar

Tele: 011-26162189

ANNEXURE-I

ADMINISTRATIVE OFFICER

Pay level-10 Rs.56,100-1,77,500/-

Eligibility Criteria :

As per Recruitment Rules the post of Administrative Officer is filled up by deputation (including short term contract)/ re-employment basis in the following manner:-

(a) Deputation (including short-term contract) basis.

Officer under the Central Government / State Governments/ UT/PSUs Autonomous / Semi Govt./ Statutory Organizations etc. (i) A Graduate degree from recognized University or equivalent having experience of working on Establishment Administration and Accounts of Government AND (ii) Holding analogous post on regular basis OR Holding a post in the pay level-8 Rs. 47,600-1,51,100/-(or equivalent in the revised scale) with at least two years regular service in the grade OR Holding a post in the pay level -6 Rs. 35,400-1,12,400/- (or equivalent in pre-revised sales) with at least eight 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 basis : -

Officers retired from the Central Govt./ State Govt./ UT/ PSUs/Autonomous /Semi-Govt./ Statutory Organizations etc. having held (i) analogous post on regular basis OR post in the pay level-8 Rs.47,600-1,51,100/- (or equivalent in pre revised scale) with at least two years regular service in the grade OR post in the pay level-6 Rs. 35,400-1,12,400/- (or equivalent in the pre-revised sales) with at least eight years regular service in the grade AND (ii) a Graduate from recognized University or equivalent having experience of working on Establishment, Administration and Accounts of Government .Provided that the retired Govt. Servant appointed, as Administrative Officer shall cease to hold the post of Administrative officer 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.

Passport
Size
Photographs

To be filled up by the applicant

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

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

9. Educational/Technical Qualifications:
10. Experience/Training undergone:
11. Knowledge of Computer:
12. Address for Correspondence:
13. Phone/Mobile No./e.mail ID
14. Any other information.
15. 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-



Ministry of Jal Shakti

Department of Water Resource, RD & GR

Krishna Water Disputes Tribunal

Trikoot- 1, 3rd Floor, Bhikaji Cama Place

New Delhi - 110066

It is proposed to fill up one post of **Administrative Officer** in the pay level-10 Rs. 56,100-1,77,500/- of 7th CPC on **deputation (including short-term contract) /re-employment basis** in this Tribunal from the employees of Central Government/ State Governments/ UT/PSUs/ Autonomous / Semi Govt./ Statutory Organizations etc. The description of the post and eligibility criteria is available in website www.jalshakti-dowr.gov.in at Annexure-I. The terms and conditions of appointment on deputation basis will be regulated under the DoP&T's OM No. No. 6/8/2009/29/91-Estt. (Pay-II) dated 17th June, 2010 as amended from time to time. Applications duly filled in as per "Proforma" at Annexure-II along with last 5 years CR dossiers duly attested by Group 'A' Officer, and the latest vigilance clearance certificate of the eligible candidates may be forwarded by the Organizations / Departments concerned to the **Administrative Officer, Krishna Water Disputes Tribunal, Trikot-1 Building, 3rd Floor, Bhikaji Cama Place, New Delhi - 110066**. The application on re-employment basis may be submitted directly to the **Administrative Officer** at the above address. The application duly completed in all respects should be submitted within 45 days from the date of publication of this advertisement in the **Employment News**.

The employees working in the Krishna Water Disputes Tribunal are not eligible for Govt. accommodation. The selected candidate would not be allowed to withdraw their candidature. Incomplete applications shall not be considered.

(G.S. Panwar)

Registrar, KWDT

Tel. No. 011-26162189

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