

Authority for Advance Rulings
Ministry of Finance, Department of Revenue,
05th Floor, NDMC Building, Yashwant Place,
Chanakyapuri, New Delhi – 110021

VACANCY CIRCULAR

The following posts are likely to be filled up on deputation basis initially for a period of three years. The deputation will be governed by the terms and conditions contained in the DOPT's OM No. 6/8/2009-estt(Pay-II) dated 17.06.2010 and as amended from time to time

Name of the post, Pay Band and Grade Pay	No. of vacancies	Eligibility conditions
Principal Private Secretary PB-3 (Rs. 15600-39100 with Grade Pay Rs. 6600) pre-revised	1 (One) Deputation/Promotion	<p>Officer of central Government :</p> <p>(i) Holding analogous post on regular basis. Or (ii) with 8 years regular service as Private Secretary in the pay scale of Rs. 6500-10500 (pre-revised) (revised : PB-2 with Grade Pay of Rs. 4800)</p> <p>The Departmental Private Secretaries in the scale of pay of Rs. 6500-10500 (pre-revised) with 08 years regular service in the grade will also be considered along with the outsiders. In case, he/she is selected for appointment to the post, the same shall be deemed to have been filled by promotion.</p> <p>The Departmental Officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation.</p> <p>Similarly, deputationist shall not be eligible for appointment by promotion.</p>
Stenographer Gr. I/Personal Assistant, PB-2 (Rs. 9300- 34800 with Grade Pay Rs. 4200) pre-revised	3 (Three) Deputation/Absorption	<p>Officer of Central Government including statutory bodies.</p> <p>(i) Holding analogous post on regular basis or with 08 years regular service as Steno Grade III 'D' in the pay scale of Rs. 4000-100-6000 (pre-revised) (revised: PB-1 with Grade Pay of Rs. 2400)</p> <p>(ii) Working knowledge of computer</p>

Technical Assistant, PB – 2 (Rs. 9300 – 34800 with Grade Pay Rs. 4200/-) Pre-revised	1 (One) Deputation	Officer of Central Government: (i) Holding analogous post on regular basis or with 10 years regular service in the pay scale of Rs. 4000-6000 (pre-revised) (revised: PB-1 with Grade Pay of Rs. 2400) (ii) Having knowledge of Income Tax Laws and procedures.
Junior Librarian (Rs. 9300-34800 with Grade Pay Rs. 4200) pre-revised	1 (One) Deputation/Absorption	(i) Officer of central Government including statutory bodies. (a) Holding analogous post on regular basis or (b) With 08 years regular service in posts in the pay scale of Rs. 4000-100-6000 or with 16 years regular service in posts in the scale of Rs. 3050-80-4590. (ii) Experience of library management.

The application from eligible candidates, who are desirous of being considered for appointment to the post and who can be relieved immediately, may please be forwarded along with their bio –data in the prescribed Perform as per **Annexure-1** so as to reach this office within 60 days from the date of issue of this advertisement. However, in genuine cases late applications may also be considered, if the delay is explained by reasonable cause.

The ACR/APAR dossiers of the applicant for the last 5 years and vigilance clearance may also be sent along with the applications. The information furnished by the applicant in his /her bio-data may also be certified by the competent authority of the office in which he/she is working.

Period of deputation including period of deputation 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 to exceed 03 Years.

The maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of application. Vacancy circular is available on the website at www.aar.gov.in.

Annexure-I

1. post applied for:
2. Name of the applicant:
3. Date of birth:
4. Date of entry into govt. service:
5. Present post held:
6. Date of appointment in the grade:
 - a. Ad-hoc
 - b. Regular
7. Present pay band with grade pay:
8. Experience:
9. Date of return from ex-cadre post, if any:
10. Brief service particulars:
11. Educational qualification:
12. Whether SC/ST:

Certificate from Head of office/Department

The information furnished by the candidate has been verified from records and is found to be correct.

Name
Designation
Office
Contact No.