

No. 10/57/2017-NCLT (Pt-IV)/  
**NATIONAL COMPANY LAW TRIBUNAL**

6th Floor, Block-3,  
CGO Complex, Lodhi Road,  
New Delhi- 110003  
**Dated:** 18/02/2022

**Notification**

**Subject:** Engagement of retired government officers/officials as **Assistant Registrar, Deputy Registrar and Court Officer** in National Company Law Tribunal Benches purely on contractual basis

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Applications are invited from **retired government officers/officials possessing Degree in Law** for engagement to the post of **Assistant Registrar, Deputy Registrar and Court Officer** purely on contractual assignment in National Company Law Tribunal (NCLT) for filling up existing/future vacancies in its Benches as detailed below;

	<b>Benches</b>	<b>Assistant Registrar</b>	<b>Deputy Registrar</b>	<b>Court Officer</b>
1	<b>Allahabad</b>		1	
2	<b>Bengaluru</b>	1	1	1
3	<b>Chandigarh</b>	1		
4	<b>Cuttack</b>	1		
5	<b>Kolkatta</b>		1	
	<b>Total</b>	<b>3</b>	<b>3</b>	<b>1</b>

2. For applying to the posts, retired government officers/officials should not have attained the age of 62 years on the last day date of application. Preference will be given to persons having prior experience in Court/Tribunal. In case of deserving candidates, age relaxation could be considered.
3. The retired govt servants will be automatically disengaged on completion of 65 years of age.
4. The consolidated remuneration per month for the posts shall be as under:-

<b>Sl. No.</b>	<b>Name of the Post</b>	<b>Remuneration (per month)</b>
1.	Deputy Registrar	Rs.60,000/-
2	Assistant Registrar	Rs 55, 000/-
3	Court Officer	Rs 45, 000/-

5. Other terms and conditions of the contractual assignment shall be as under:-
  - (i) The period of contract initially will be for one year or till further orders, whichever is earlier. Engagement on contractual basis will be subject to satisfactory performance and it can be terminated by the Tribunal at any time without assigning any reason whatsoever. However, the candidates engaged on contractual assignment will have the option to give up their assignment by giving one month's advance written notice.
  - (ii) The contractual assignment shall not confer any right or claim to any regularization or continuance in service.
  - (iii) The candidates engaged on contractual assignment shall not be entitled for HRA, DA, residential accommodation or any other allowance.

- (iv) The candidates engaged on contractual assignment will not be entitled to any kind of regular leave except casual leave on pro-rata basis. They will not leave the station without prior permission of the Competent Authority.
- (v) The working days and working hours shall be the same as are applicable to other serving officers and employees of the Tribunal. However, depending upon the need and requirement, they will be liable to work beyond office hours and even on Saturdays, Sundays and other holidays without payment of any extra remuneration.

6. Interested eligible candidates who are willing to serve in the NCLT Benches may submit their applications on the attached prescribed format (**Annexure-1**) to the following address:-

**The Assistant Registrar (Admin),  
National Company Law Tribunal,  
Room No. 618, Block No. 3, C.G.O. Complex,  
Lodhi Road, New Delhi – 110003**

- 7. The last date for receipt of applications is **15<sup>th</sup> March 2022**.
- 8. Applications which are incomplete, submitted after due date, unsigned and are not on the prescribed format will not be considered.
- 9. Candidates may be called for an interview before selection. No TA/DA will be admissible for appearing in the interview.
- 10. No supporting documents need be attached with the application at this stage. The candidates who are called for interview will be required to submit at that stage self-attested copies of certificates and testimonials in support of date of birth, educational qualifications, experience, retirement, etc., and show the originals thereof for verification.
- 11. The candidature will be liable to be rejected at any stage if the information furnished in the application form is found incorrect on subsequent verification, and if engaged, the contractual assignment will be liable to be terminated forthwith.
- 12. The applications must be sent to the above address with the supercription, “ **Application for post the post of Deputy Registrar/Assistant Registrar/Court Officer in NCLT on Contractual Basis**”.
- 13. Separate Applications should be submitted for different posts.

Assistant Registrar (Admin),  
NCLT, New Delhi

Email: [admn@nclt.gov.in](mailto:admn@nclt.gov.in); Tel: 011-24363667

**ANNEXURE-1: APPLICATION FOR ENGAGEMENT AS DEPUTY REGISTRAR/ASSISTANT REGISTRAR/COURT OFFICER PURELY ON CONTRACTUAL ASSIGNMENT IN NATIONAL COMPANY LAW TRIBUNAL**

Last Date: 15<sup>th</sup> March 2022

						Paste here self-attested recent coloured passport size photograph.
1.	Post applied for [separate application be submitted for each post, if applying for more than one post]					
2.	Bench for which applied [separate application be submitted for each bench]					
3.	Name in Full (IN CAPITAL LETTERS)					
4.	Father's Name					
5.	Date of Birth					
6.	Date of Retirement					
7.	Post and the office/ department from which retired.					
8.	PPO No.					
9.	Marital Status [Married/Unmarried]					
10.	Whether SC/ST/OBC/PWD etc. If yes, state.					
11.	Correspondence Address					
12.	Permanent Address					
13.	Telephone/Mobile Number/ Email Id. (Mobile number and Email Id are mandatory)					
14.	Present occupation, if any.					
15.	Educational Qualifications:					
	Degree	Name of Board/ University	Year of Passing	Percentage of Marks Obtained	Academic Distinction, if any.	Subject(s)/ Specialization.

16.	Details of employment till retirement:					
	Name and address of the employer	Designation of the post held.	Scale of pay with grade pay, if any / remuneration drawn.	Period of service		Nature of duty/ experience.
				From	To	
17.	Details of penalties, if any, imposed during the service.					

[Note: No supporting documents need be attached with the application at this stage]

It is certified that the information furnished above is correct and true to the best of my knowledge.

Place:  
Date:

Signature.....  
Name: \_\_\_\_\_