

राष्ट्रीय हरित अधिकरण / National Green Tribunal
प्रधान न्यायपीठ / Principal Bench
फ़रीदकोट हाउस, कॉपरनिकस मार्ग / Faridkot House, Copernicus Marg
नई दिल्ली / New Delhi-110001
दूरभाष / Phone: 011-23435241, ईमेल / Email: rg.ngt@nic.in

Advt. No. NGT/PB/07/Admn/2023/217

Dated: 15th May 2024

Sub: Advertisement for recruitment of staff on regular posts, on direct recruitment basis in National Green Tribunal – reg.

Applications are invited from Indian Nationals in the prescribed proforma for direct recruitment to the following posts in the National Green Tribunal:-

Sr. No.	Name of the Post	Pay Level	No. of vacancies	Category wise vacancies						Age Limit
				UR	OBC	SC	ST	EWS	Ex-SM (Horizontal Reservation)	
1.	Assistant (Judicial)	Level 7 of 7 th CPC (Rs. 44900-142400)	05	03	01	-	01	-	-	Between 21 and 30 years*
2.	Hindi Translator	Level 6 of 7 th CPC (Rs. 35400-112400)	01	-	-	01	-	-	-	Between 23 and 32 years*
3.	Stenographer Grade-I	Level 6 of 7 th CPC (Rs. 35400-112400)	11	06	03	01	-	01	-	Between 21 and 30 years*
4.	Senior Accountant	Level 6 of 7 th CPC (Rs. 35400-112400)	01	01	-	-	-	-	-	Between 21 and 33 years*
5.	Accountant	Level 4 of 7 th CPC (Rs. 25500-81100)	03	01	01	01	-	-	-	Between 21 and 30 years#
6.	Stenographer Gr. II	Level 4 of 7 th CPC (Rs. 25500-81100)	03	02	01	-	-	-	-	Between 21 and 27 years#

*- Relaxable for Government Servants upto five years in accordance with instructions or orders issued by the Central Government.

#- Relaxable for Government Servants upto forty years in accordance with instructions or orders issued by the Central Government.

The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh, Division of Jammu and Kashmir, Lahaul and Spiti district and Pangi Sub Division of Chamba district of Himachal Pradesh, Andaman and Nicobar Islands or Lakshadweep)

9/5/24

Note: The posts are transferable to all Benches of National Green Tribunal either existing as of today i.e. New Delhi, Bhopal, Chennai, Kolkata and Pune or established in future at any place in India.

2. Educational Qualification:

(a) Assistant (Judicial) (Level 7 of 7th CPC)

Essential: (i) Bachelor Degree in Law from a recognised university; and
(ii) Computer Training Course of six months duration from a recognised institute.

Desirable: Preference shall be given to candidates possessing a degree with Environmental Studies or Environmental Science as one of the subjects;
or
having two years working experience in the field of environment in a Government Office or public sector undertaking or autonomous body or statutory body.

(b) Hindi Translator (Level 6 of 7th CPC)

Essential: i) Master's Degree in Hindi or English with English or Hindi as compulsory or elective subject or as medium of examination at Degree level from a recognised university;
(ii) Recognised Diploma or Certificate course in translation from Hindi to English and vice-versa or two years experience of translation work from Hindi to English and vice-versa in Central Government or State Government including Government of India undertakings.

(c) Stenographer Grade I (Level 6 of 7th CPC)

Essential: (i) Bachelors degree from a recognised university.
(ii) **Skill Test:-**
Dictation: 10 mts @ 100 w.p.m.
Transcription: 50 mts (English); 65 mts (Hindi) on computer;
(iii) Computer training course of six months duration from a recognised institute.

Desirable: Bachelor Degree in Law from a recognised university.

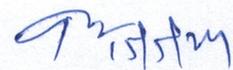
(d) Senior Accountant (Level 6 of 7th CPC)

Essential: (i) Bachelors degree in Commerce (B.Com) from a recognised university.
(ii) Three years experience in cash, account and budget work in a Government office or public sector undertaking or autonomous body or statutory body.

Note: 1. Qualification is relaxable at the discretion of the Selection Committee, for reasons to be recorded in writing, in the case of candidates who are otherwise well qualified.
2. Qualification regarding experience is relaxable at the discretion of the Selection Committee, for reasons to be recorded in writing, in case of candidates belonging to the Scheduled Castes or the Scheduled Tribes, if at any stage of selection, the Selection Committee is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.

(e) Accountant (Level 4 of 7th CPC)

Essential: (i) Bachelor of Commerce (B.Com) degree from a recognised university;
(ii) Two years experience in cash, account and budget work in a Government office or public sector undertaking or autonomous body or statutory body.



Note:

1. Qualification are relaxable at the discretion of Selection Committee in the case of candidates who are otherwise well qualified.
2. Qualification regarding experience is relaxable at the discretion of the Selection Committee in case of candidates belonging to the Scheduled Castes or the Scheduled Tribes, if at any stage of selection, the Selection Committee is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.

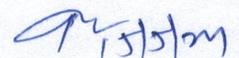
(f) Stenographer Grade II (Level 4 of 7th CPC)

Essential:

- (i) 12th Class pass from a recognized Board; and
- (ii) **Skill Test Norms:**
Dictation: 10 mts @ 80 w.p.m.
Transcription: 50 mts (English); 65 mts (Hindi) on computer

GENERAL INSTRUCTIONS

1. Number of vacancies may vary.
2. The Competent Authority reserves right to either increase or decrease the number of posts at any stage and either to make recruitment or may not proceed for recruitment even though the Candidates have applied for the post.
3. Selected candidates will get Pay at levels mentioned against each Post as per 7th CPC Pay matrix and other benefits as per the applicability of Government of India Rules. The selected candidates will be initially appointed on probation for 2 years as per NGT Rules. The said period shall include successful completion of mandatory induction training of two weeks' duration.
4. For reservation, Model Reservation Roster (MRR) will be followed.
5. Upper age limit is relaxable for Govt. servants in accordance with instructions or orders issued by the Central Government from time to time. A candidate seeking reservation / relaxation benefits must ensure that he/she possesses a genuine case / community certificate in Central Govt. format on the date of eligibility. It may be noted that candidature will remain provisional till the veracity of the concerned documents are verified/re-verified by the appointing authority.
6. While applying for the post, the applicants should bear in mind that the selected candidates might be required to work even at odd hours and on holidays.
7. Candidates may be required to pay applicable fees to the Testing Agency at the time of conducting the skill test, if required.
8. **Self attested copies of certificates pertaining to educational qualification (s) starting from matriculation or equivalent/Experience/NOC/OBC/SC/ST/EWS/EXSM, if applicable (issued by Competent Authority) must be enclosed with the application while applying for the post (s) otherwise application will not be considered.**
9. The crucial date for determining the age limit shall be closing date for receipt of application.
10. Candidates already working in Government Departments/ Statutory Bodies/ Autonomous Bodies and fulfilling requirement of experience and eligibility are required to submit their applications through proper channel in the prescribed format alongwith (i) Vigilance clearance (ii) No Objection Certificate, to the effect that the candidate will be spared for joining NGT in the event of selection. Advance copy may be sent by the candidates in case the application is not forwarded through proper channel. In case the applicant is in service and delay is expected in getting endorsement of the employer concerned on the original application, the applicants may submit an advance copy of the application along with all enclosures directly (with or without the employer's endorsement on the advance copy). If the original application through proper channel has not been received by the NGT by the last date mentioned in this advertisement, the applicant will have to submit a 'NO OBJECTION


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CERTIFICATE' along with Vigilance Clearance Certificate in a sealed cover from his/her employer to the NGT at the time of written examination/interview.

11. The prescribed Educational Qualification (s) is minimum and mere possession of the same does not entitle candidates to be called for screening test/skill test/interaction. The applications may be shortlisted according to the Criteria as may be prescribed by the Competent Authority for the purpose, including weightage to be given for higher qualification, experience, knowledge of motor mechanics etc.
12. The decision of NGT in all matters related to eligibility, acceptance or rejection of the applications, mode of selection, conduct of examination and allotment of examination centre will be final and binding on the candidates and no request / representation will be entertained in this regard.
13. Incomplete/unsigned application/application without photograph/application not in prescribed proforma and those received in NGT after closing date, will be rejected without assigning any reason.
14. The candidate must fill their name, date of birth, father's name as given in matriculation Certificate; otherwise their candidature may be cancelled.
15. Candidates should give their own functional mobile number besides valid and active email id. NGT will not entertain any request for change of mobile number & email address after submission of application. Contact details such as email, mobile number, correspondence & permanent address etc. must be correct and active during the recruitment process. Post receipt of applications, no written communication with NGT will be entertained. All details will be uploaded on the website and the candidates must visit the website regularly to get an update of the events and activities related to recruitment process.
16. All columns must be filled in the application form. No column should be left blank, instead it should be marked "N.A." wherever not applicable.
17. Candidate must ensure that their application must reach the NGT well in time through email. NGT will not be responsible for any delay.
18. The application, in the prescribed format, duly filled in, neatly typed, complete in all respects alongwith self-attested copies of the relevant certificates should be sent by **speed post on or before 14.06.2024** positively at the following address:

**Registrar General,
National Green Tribunal,
Principal Bench, Faridkot House,
Copernicus Marg, New Delhi-110001**

Envelope containing application must be superscribed with the "Application for the Post of....."
Candidate should keep a photocopy of application for record. Applications received through speed post, will only be considered as valid receipt application.

19. In the event of applicant applying for more than one post, candidate should apply separately for each post.
20. **Legible copy will only be considered.**


(Arvind Kumar)
Deputy Registrar

Copy to:

1. PS to Hon'ble Chairperson, NGT, PB, New Delhi
2. PA to Hon'ble Judicial and Hon'ble Expert Members of NGT
3. PA to Registrar General, NGT, PB, New Delhi
4. Registrars of all Zonal Benches (Bhopal/Chennai/Kolkata/Pune) with request to notify the same on the Notice Board
5. Deputy Registrar, NGT, PB, New Delhi
6. The Director, Policy & Law Division, Ministry of Environment, Forest & Climate Change, Government of India, IPB, Jor Bagh, New Delhi – with a request to upload on their website
7. The Pay & Accounts Officer, Ministry of Environment, Forest & Climate Change, Government of India, IPB, Jor Bagh, New Delhi
8. Computer In-charge for uploading on the website of NGT
9. Guard file

15/5/24.

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**APPLICATION FORM FOR RECRUITMENT ON REGULAR BASIS IN
 NATIONAL GREEN TRIBUNAL**

POST APPLIED FOR..... Date of Advertisement.....

1. Name (in block letters) :

2. Father's Name/
 Husband's Name :

3. Mother's Name :

4. Category (certificate attached) Gen. OBC SC ST EWS EXSM

5. Gender Male Female Other

6. Marital Status Married Unmarried

7. Correspondence Address :
 :
 :

Contact No. (Mobile & Landline) :

8. Permanent Address :
 :
 :

(Alternative Contact No.) :

9. E-mail id (compulsory) :

10. Date of Birth :

(Mention age as on last date of application i.e.....)
 Years Months Days

11. Nationality :

12. Whether Employed (YES or NO) :



13. If employed, Name of the Employer :
14. Whether Regular / Contractual / Adhoc :
15. Present Pay Matrix Level/ Grade Pay/ :
16. Date of applying /Issuance for NOC or Date of forwarding the application :

17. **Educational Qualification: (From Matriculation / 10th onwards to highest)** (Enclose self attested photocopy of certificates)

Exam Passed	Board/ University	Year of Passing	Duration	Subjects	Percentage (if CGPA, convert into %)

18. **Professional Qualification: (Enclose self attested photocopies)**

Exam Passed	Board/ University	Year of Passing	Duration	Subjects	Percentage

19. **Details of employment in chronological order with present post, listing the same in reverse order.** If required, enclose a separate sheet duly authenticated by your signature in the format given below:

Office/Instt./ Organisation	Post held	Period		Nature of appointment (Regular/Ad hoc)	Scale of Pay/Basic Pay/Pay Band with Grade Pay*	Nature of Duties
		From	To			

**Applicants not holding the posts in Pay Band/Grade Pay as per Central Government pay scale should indicate the equivalent pay scale vis-à-vis Central Government pay scales*

Note: Experience certificates needs to be enclosed.

20. Any other information (attach separate sheet, if required).....
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DECLARATION

21. I solemnly do hereby affirm and declare that the information given above is correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being detected before or after the interview/ selection/ engagement, my candidature shall be liable to be treated as cancelled and, I shall be liable for such action as the Tribunal may deem fit and proper.

22. That I fulfil the requisite conditions in terms of age, requisite qualification and experience as per advertisement for the post applied for i.e.

(Signature with date)

Name of the Candidate:.....

Date:.....

Place:.....