

FORM I

F.No. DPAR 19 SAT 2021,  
Government of Karnataka  
Department of Personnel and Administrative Reforms

\*\*\*\*\*

Room No.246  
Vidhana Soudha  
Karnataka  
Bengaluru-560001  
Dated: 1<sup>st</sup> of October, 2021

**Vacancy Circular**

**Subject: Selection for the posts of Administrative Member in  
Karnataka State Administrative Tribunal**

\*\*\*\*

**1. Tribunal:** The Karnataka State Administrative Tribunal is established under the Administrative Tribunal Act, 1985 to provide for the adjudication or trial of disputes and complaints with respect to recruitment and conditions of service of persons appointed to public services and posts in connection with the affairs of the State having its Principal Bench at Bengaluru and regional Benches situated at Belagavi and Kalaburagi. A Member, upon selection, may be posted at any of these places.

**2. Vacancy:-** Applications are being invited for the existing vacancies:

| Post                  | Place            | Date of Vacancy |
|-----------------------|------------------|-----------------|
| Administrative Member | Belagavi Bench   | 17.12.2018      |
|                       | Kalaburagi Bench | 17.09.2019      |

**3. Qualification:-** The qualifications, eligibility, salary and other terms and conditions of the appointment of a candidate will be governed by the provisions of the Tribunal (Conditions of Service) Rules, 2021.

**4. Procedure for selection:-** The Search-Cum-Selection Committee constituted under the Tribunal Reforms Act, 2021 for recommending names for appointment to the said post shall scrutinize the applications with respect to suitability of application for the posts by giving due weightage to qualification and experience of candidates and shortlist candidates for conducting personal interaction. The final selection will be done on the basis of overall evaluation of candidates done by the Committee based on the qualification, experience and personal interaction.

**5. Application Procedure:-** Applications of eligible and willing officers are requested to be submitted through proper channel (wherever applicable) and are accompanied with (i) bio-data in the proforma at Annexure-I (ii) Certificate to be furnished by the employer/ head office/ forwarding authority as in Annexure-II (iii) clear photocopies of the up-to-date

CR/APAR dossier of the officer containing CR/ APARs of atleast last five years duly attested by a Group A officer (iv) cadre clearance (v) integrity certificate/ clearance from vigilance and disciplinary angle as in Annexure-III (vi) statement giving details of major or minor penalties, if any, imposed on the officer during the last ten years, to the following address, so as to reach this office latest by **22-10-2021**:-

Secretary to Government,  
Department of Personnel and Administrative Reforms,  
Room No.246, 2<sup>nd</sup> Floor, Vidhana Soudha,  
Bengaluru – 560001.

6. No TA/ DA will be admissible to the candidates to be called for interview/ interaction. The candidates are required to make own arrangements.

7. Advertisement and prescribed Application Form can be downloaded from official website of DPAR <https://dpar.karnataka.gov.in>

8. Any application received after due date without necessary Annexure as mentioned above will not be entertained.

(P.HEMALATHA)  
Secretary to Government,  
Department of Personnel and  
Administrative Reforms,  
Vidhana Soudha.

Email:dsparsr2@gmail.com

Contact No:080-2203 3463

**PROFORMA**

|  |
|--|
| Space for<br>photograph<br>duly signed<br>by candidate |
|--|

1. Name :
2. Date of Birth :
3. Category(SC/ST/OBC/UR) :
4. Designation/ Profession :
5. Contact Details :

|                   |             |           |          |
|-------------------|-------------|-----------|----------|
|                   | Residential |           | Official |
| Address:          | Present     | Permanent |          |
| Mobile/ Phone No. |             |           |          |
| Email:            |             |           |          |

6. Cadre/ Service [Wherever applicable] :
7. Educational qualification (in reverse chronological order):

| Sl.No. | Name of University / Equivalent Institution | Degree | Year of passing | Division/ % of marks obtained | Academic Distinction | Subject / Specialization |
|--------|---|--------|-----------------|-------------------------------|----------------------|--------------------------|
|        |   |        |                 |                               |                      |                          |
|        |   |        |                 |                               |                      |                          |
|        |   |        |                 |                               |                      |                          |

8. Work Experience :

8A. For the experience as employee, Employment record in chronological order starting with present Employment, list in reverse:

| Sl. No. | Name & address of employer (Govt./PSU /Ministry/Department/ any other | Designation Pay or Scale of pay (Pay in Pay Matrix)* | Period of Service |    | Nature of work / experience |
|---------|---|--|-------------------|----|-----------------------------|
|         |   |  | From              | To |                             |
|         |   |  |                   |    |                             |

\* Also indicate Sl No. in above, which is equivalent to Additional Secretary / District Judge/ Additional District Judge/ Major General (as applicable under the qualification) or above

8B. For the experience as Professional record in chronological order starting with present Engagement, list in reverse:

| Sl. No. | Details of Profession | Period of Service |    | Nature of work done* |
|---------|-----------------------|-------------------|----|----------------------|
|         |                       | From              | To |                      |
|         |                       |                   |    |                      |

\*Such as administration / Service matters / Judicial or Quasi-Judicial / Criminal / Civil / Taxation / Company Affairs / Environmental matters / Finance / Accountancy / Economics / Business / Commerce / Management / Public Affairs or any other as may be applicable. Engagement with Government, if any, may be indicated.

9. Date from which drawing the pay scale :  
in the grade of Additional Secretary /  
District Judge / Additional District Judge /  
Major General to the Government of India  
or any equivalent rank (wherever  
applicable).
10. Write up on adjudicating experience :  
of the applicant (200 words)  
[Wherever applicable]
11. Experience alongwith brief write up in : Details of Such cases  
handling Cases before relevant Courts / (Reported Cases /Unreported Cases)  
Tribunals / [if applicable]
12. Proof of Experience, including :  
Enrollment/ Registration No. As an  
Advocate / CA etc. [For candidates other  
than Govt. or Judicial Officers]
13. Annual Income along with copy of latest :  
ITR [For Candidates other than Govt. or  
Judicial Officers]
14. Write up on 05, major achievement :  
(200 words each)
15. Award/ honours/ Publications, if any :
16. Affiliation with the professional bodies / :  
Institutions / societies / or any other body  
Including political party.
17. Additional information, if any, which you :  
would like to mention in support of the  
application for the post.

## **DECLARATION**

1. I certify that the foregoing information is correct and complete to the best of knowledge and belief and nothing has been concealed/distorted. If at any time I found to have concealed/distorted any material information; my appointment shall be liable to summary termination without notice.
2. I shall not withdraw my candidature after the meeting of the Selection Committee.
3. I shall not decline the appointment, if selected for appointment by the ACC.
4. I shall join within 30 days from the date of issue of order of appointment.
5. I am aware that in case I violate any of the conditions mentioned at SL No.2 to 4, the Government of India is likely to debar me for a period of three years for consideration for appointment outside the cadre and in any Autonomous Body/ Statutory Body/ Regulatory Body.

Place:

Date:

Signature of the candidate