

A-12023/1/2021-ADMIN-III
Government of India
Ministry of Law and Justice
Department of Legal Affairs

New Delhi-110001
Dated, the 19th September, 2022

Vacancy Circular

Subject:-	Selection for the posts of Member (Judicial and Accountant) in the Income Tax Appellate Tribunal (ITAT) - reg.
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1. Tribunal: - The Income Tax Appellate Tribunal (ITAT) is an Appellate authority established under section 252 of the Income Tax Act 1961 to hear various appeals under the Income Tax Act, 1961. The headquarter of the Tribunal is situated at Mumbai and its Benches are situated at various cities in the country. A Member, upon being appointed may be posted at any of the Benches of the ITAT and carries an All India transfer liability.

2. Vacancy: - Applications are invited for the following existing and anticipated vacancies: The vacancies are tentative and may decrease or increase without prior notice.

Sl. No.	Name of the Post	Number of Posts (Tentative)
1	Member (Judicial)	18
2	Member (Accountant)	22

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 posts, shall scrutinise the applications with respect to suitability of applicants 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: -

- (a) Applications of all eligible candidates as per bio-data in the proforma at **Annexure-I** are required to be submitted **online latest by 17.10.2022**. Applicants can Log on to <https://legalaffairs.gov.in/itat-recruitment> to access the Online Application portal.


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- (b) Eligible and willing officers are requested to apply online through proper channel (wherever applicable). The application of such applicants as per 5(a) above is to be submitted **online by 17.10.2022** and is to be accompanied with (i) Certificate to be furnished by the employer/ head of office/ forwarding authority as in **Annexure-II** (ii) clear photocopies of the up-to-date CR/APAR dossiers of the officer containing CR/APARs of at least last five years duly attested by a Group A officer (iii) cadre clearance (iv) integrity certificate/clearance from vigilance and disciplinary angle as in **Annexure-III** (v) statement giving details of major or minor penalties, if any, imposed on the officer during the last ten years.

In cases where Annexure II and III of the Form are required to be furnished for applicants as per 5(b) above, the same can be uploaded on the web portal <https://legalaffairs.gov.in/itat-recruitment> latest by 31.10.2022.

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 accessed from Ministry's website <https://legalaffairs.gov.in/itat-recruitment> and Tribunal's website <https://itat.gov.in>
8. Incomplete applications and applications, received after due date without necessary Annexures, as mentioned above, will not be entertained.



(Saji Gopinath P)

Under Secretary to the Govt. of India

**CERTIFICATE TO BE FURNISHED BY THE EMPLOYER/
HEAD OF OFFICE/FORWARDING AUTHORITY**

1. Certified that the particular furnished by Shri/ Smt/ Kum _____ are correct and he/she possesses educational qualifications and experience mentioned in Annexure-I.
2. It is also certified that there is no vigilance/ disciplinary case either pending or being contemplated against him/her and vigilance clearance issued by CVO in the enclosed Annexure (III).
3. His/her integrity is certified.
4. No major or minor penalty was imposed on Shri/Smt/Kum _____ during the last 10 years period.
5. The up-to-date attested Photostat copies of ACR/APAR of last years (each Photostat copy of ACR/APAR should be attested) in respect of Shri/Smt/Kum _____ in enclosed herewith.

Seal & Signature of the Cadre Controlling Authority

Annexure-III

PARTICULARS OF THE OFFICERS FOR WHOM VIGILANCE CLEARANCE IS BEING SOUGHT

(To be furnished and signed by the CVO or HOD)

1. Name of the Officer (in full) :
2. Fathers name :
3. Date of Birth :
4. Date of Retirement :
5. Date of entry into service :
6. Service to which the officer belongs :
including batch /year/ cadre etc. ,
wherever applicable

7. Positions held (During ten preceding years):

S. No	Organization (name in full)	Designation & Place of Posting	Administrative/ Nodal Ministry/ Department concerned (in case of officers of PSUs etc.)	From	To

8. Whether the officer has been placed on :
the agreed list or list of Officer of
Doubtful Integrity (if yes, details to be
given)
9. Whether any allegation of misconduct
Involving vigilance angle was examined
against the officer during the last 10
Years and if so with what result (*)

10. Whether any punishment was awarded to :
the officer during the last 10 years and if
so, the date of imposition and details of
penalty (*)

11. Is any disciplinary/ criminal proceedings :
or charge sheet pending against the
officer as on date (if so, details to be
furnished, including reference number, if
any of the Commission)

12. Is any action contemplated against the :
Officer as on date (if so, details to be
furnished (*)

(*) If vigilance clearance had been obtained from the Commission in the past, the information may be provided for the period thereafter,

Date:

(NAME AND SIGNATURE)