

F. No.A-12023/1/2022-ADMIN-III  
Government of India  
Ministry of Law and Justice  
Department of Legal Affairs  
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New Delhi-110001  
Dated, the 19<sup>th</sup> September, 2022

**Vacancy Circular**

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| Subject:- | <b>Selection for the posts of Vice President in the Income Tax Appellate Tribunal (ITAT) - reg.</b> |
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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 Vice President, upon being appointed 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       | Vice President   | 4                           |

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 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:- Applications of eligible and willing officers are requested 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 of office/ forwarding authority as in **Annexure-II** (iii) clear photocopies of the up-to-date CR/APAR dossiers of the officers containing CR/APARs of at least five years (wherever applicable)

  
11/9/22

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, **online**, latest by **10.10.2022**.

Applicants can Log on to <https://legalaffairs.gov.in/itat-recruitment> to access the Online Application Portal.

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