

A-11/1/2024-CESTAT-DOR-DOR-Part (1)

**Government of India
Ministry of Finance
Department of Revenue**

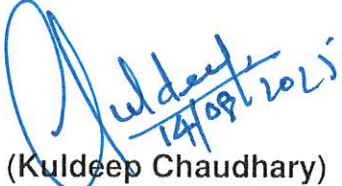
North Block, New Delhi
Dated: the **14th** August, 2025

OFFICE MEMORANDUM

Subject: - Filling up various vacant posts of subordinate staff in the Goods and Services Tax Appellate Tribunal (GSTAT) across benches on Deputation basis-reg.

The undersigned is directed to forward herewith a Vacancy Circular no. **A-11/1/2024-CESTAT-DOR-DOR (Part-1)** dated **14th** August, 2025 pertaining to Goods and Services Tax Appellate Tribunal (GSTAT) inviting fresh applications to fill up various vacant posts at various locations on Deputation Basis. It is requested that this vacancy circular may be hosted on the website of CBIC & Department of Revenue (DoR) and may also be sent to the Secretaries of all Ministries/Departments of the Union Government, the Commissioners of Commercial Tax (CCT) of State GST formations and the Administrators of Union Territories.

Encl: As above.


(Kuldeep Chaudhary)

**Under Secretary to the Government of India
Tele No: - 011-23093363**

1. The Secretaries, All Ministries/Departments
2. Commissioner (Coordination), CBIC
3. Commissioner (Coordination), CBDT
4. All Commissioners of Commercial Tax, State GST
5. The Administrators, Union Territories
6. The Webmaster, CBIC, Directorate of Systems, New Delhi for hosting the vacancy circular on the website of CBIC.
7. The Webmaster, CBDT, Directorate of Systems, New Delhi for hosting the vacancy circular on the website of CBDT.
8. Section Officer (Computer Cell) for hosting the vacancy circular on the website of Department of Revenue.

Copy to:

1. Sr.PPS to RS
2. PPS to JS (DoR)
3. PA to JS (TPRU)
4. PA to DS(ST)

A-11/1/2024-CESTAT-DOR-DOR-Part (1)

Government of India
Ministry of Finance
Department of Revenue

North Block, New Delhi
Dated: the 14th August, 2025

VACANCY CIRCULAR FOR APPOINTMENT OF OFFICERS IN GSTAT

In continuation of this department Vacancy Circular dated 14.09.2024 for appointment of officers in Goods and Services Tax Appellate Tribunal (GSTAT) on deputation basis, fresh applications are invited from the officers/officials working under Central Government/State Government, Union Territories or Tribunals for filling up various posts in the Goods and Services Tax Appellate Tribunal (GSTAT), Department of Revenue, Ministry of Finance on Deputation basis (Details of the posts, vacancies & eligibility criteria are mentioned at **Annexure-I**). Post-wise & Bench-wise vacancies are attached as **Annexure -4**. Applications shall be required to be submitted online at <https://gstn.org.in/gstat-sub-staff> with requisite attachments in the proforma given in the **Annexure 2 & 3**. The Officers/Officials shall also be required to send a copy of their application to their respective Cadre Controlling Authorities.

2. The Cadre Controlling Authorities are requested to forward the applications of willing officers received by them, along with photocopies of APARs/ACRs of last five years duly attested by an officer not below the rank of Under Secretary, in the prescribed proforma given in Annexure 3, to the Under Secretary, Ad.IC Branch, Department of Revenue, Ministry of Finance, North Block, New Delhi -110001, within 15 days from the date of receipt of applications by the Candidates.

3. The vacancy circular and proforma along with link for online application is hosted in the website of Department of Revenue - <https://dor.gov.in>. Vacancy circular will also be posted in Central Board of Indirect Taxes and Customs <https://www.cbic.gov.in/> or Central Board of Direct Taxes at <https://www.irs-officeronline.gov.in/> and has been forwarded to the Secretaries of Ministries/Department of the Union Government, the Commissioners of Commercial Taxes of State GST Formations and the Administrators of UTs.

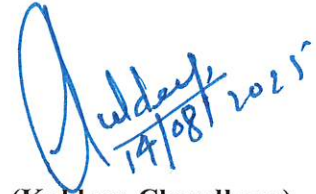
4. This vacancy circular may be widely publicized by the Boards and CCTs of the SGST formations in view of the urgency to fill up the posts in GSTAT. Willing candidates should be motivated to submit their applications through the online portal as early as possible. Positions will be filled based on relevant experience and merit cum first cum first receipt basis. The Cadre Controlling Authorities especially CBIC and State GST formations are advised to process the applications expeditiously, and without delay. The Candidates once selected will not be allowed to withdraw their candidature subsequently on any ground.

05. This is an open vacancy circular until the requisite positions are filled. The applications received and found complete in all respects, shall be considered for selection periodically for the remaining available vacancies. The maximum period of deputation shall be three or five

years depending upon the posts which may be extended or curtailed in case of administrative exigencies.

06. Department of Revenue reserves the right to post suitable applicants in any bench out of the three preferences given by the applicant, subject to the availability of vacancy in the posts applied for. Other service conditions including absorption, promotions, transfers etc. shall be governed by the Recruitment Rules to be framed in this behalf.

Encl.- As above



(Kuldeep Chaudhary)

Under Secretary to the Government of India

Tele: 23093363

To,

1. All the Ministries/Department under Central Government.
2. Commissioner (Coordination), CBIC
3. Commissioner (Coordination), CBDT
4. All Commissioners of Commercial Tax, State GST
5. The Administrators, Union Territories
6. Section Officer (Computer Cell) - with request to host the vacancy circular on the website of Department of Revenue.
7. The Webmaster, CBIC, Directorate of Systems, New Delhi – with request to host the vacancy circular on the website of CBIC.
8. The Webmaster, CBDT, Directorate of Systems, New Delhi for hosting the vacancy circular on the website of CBDT.
9. Notice Board

Copy to:

1. Sr.PPS to RS
2. PPS to JS (DOR)
3. PA to DS (ST)

Annexure 1

Sl. No	Name of Post / (No. of vacant posts)	Pay Level	Method of Appointment	Eligibility
1.	Financial Advisor / (01)	Level-13 (Rs.123100 - 215900)	Deputation	(a) Officers under the Central Government or State Government or UT Administrations or Tribunals: (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with five year service in the grade rendered after appointment thereto on a regular basis in posts in Level 12 of the Pay Matrix or equivalent in the parent cadre or department; or (iii) with ten years service in the grade rendered after appointment thereto on a regular basis in posts in Level 11 of the Pay Matrix or equivalent in the parent cadre or department; and (b) possessing the following educational qualifications and experience: Essential: (i) Bachelors degree from a recognised University or institution; (ii) Seven years experience in Audit / Accounts / Management of Finance and Budgeting
2.	Joint Registrar / (10)	Level-12 (Rs.78800 - 209200)	Deputation	(a) Officers under the Central Government or State Government or UT Administration or Tribunals: (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with five years service in the grade rendered after appointment



				thereto on a regular basis in posts in Level 11 of the Pay Matrix or equivalent in the parent cadre or department; or (iii) with ten years service in the grade rendered after appointment thereto on a regular basis in posts in Level 10 of the Pay Matrix or equivalent in the parent cadre or department; and (b) possessing the following educational qualifications and experience: Essential: (i) Bachelors degree from a recognised University or institute; (ii) Six years experience in administration or establishment or Court matters. Desirable: (i) Bachelors Degree in Law from a recognised University or institute. (ii) Two years experience in Customs / Central Excise / Service Tax / Value Added Tax / State Tax / GST.
3.	Deputy Registrar / (09)	Level-11 (Rs.67700 - 208700)	Deputation	(a) Officers under the Central Government or State Government or UT Administration or Tribunals: (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with five years service in the grade rendered after appointment thereto on a regular basis in posts in Level 10 of the Pay Matrix or equivalent in the parent cadre or department; or (iii) with seven years service in the grade rendered after

				appointment thereto on a regular basis in posts in Level 9 of the Pay Matrix or equivalent in the parent cadre or department; or (iv) with eight years service in the grade rendered after appointment thereto on a regular basis in posts in Level 8 of the Pay Matrix or equivalent in the parent cadre or department; and (b) possessing the following educational qualifications and experience: Essential: (i) Bachelors degree from a recognised University or institute; (ii) Five years experience in administration or establishment or Court matters. Desirable: (i) Bachelors Degree in Law from a recognised University or institute. (ii) One year experience in Customs / Central Excise / Service Tax / Value Added Tax / State Tax / GST.
4.	Principal Private Secretary / (11)	Level-11 (Rs.67700 - 208700)	Deputation	Officers holding the post of Stenographers cadre under the Central Government or State Government or UT Administration or Tribunals: (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with five years regular service in the Level 10 of the Pay Matrix or equivalent in the parent cadre or department; or (iii) with seven years regular service in the Level 9 of the Pay Matrix or equivalent in the parent cadre or department; or

				(iv) with eight years regular service in the Level 8 of the Pay Matrix or equivalent in the parent cadre or department.
5.	Assistant Registrar / (02)	Level-10 (Rs.56100-177500)	Deputation	(a) Officers under the Central Government or State Government or UT Administration or Tribunals: (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with two years regular service in the Level 9 of the Pay Matrix or equivalent in the parent cadre or department; or (iii) with four years regular service in the Level 8 of the Pay Matrix or equivalent in the parent cadre or department; or (iv) with five years regular service in the Level 7 of the Pay Matrix or equivalent in the parent cadre or department; and possessing the following educational qualifications and experience: Essential: (i) Bachelors degree from a recognised University or institution; (ii) Three years experience in administration or establishment or Court matters. Desirable: (i) Bachelor Degree in Law from a recognised University or institution. (ii) Two years experience in Customs/ Central Excise/ Service Tax/ Value Added Tax/State Tax / GST.
6.	Senior Private Secretary / (19)	Level-8 (Rs.47600 - 151100)	Deputation	Officers holding the post in Stenographer cadre under the Central Government or State Government or UT Administration or Tribunals: (i) holding analogous posts on

				regular basis in the parent cadre or Department; or (ii) with two years regular service in the Level 7 of the pay matrix or equivalent in the parent cadre or Department; or (iii) with six years regular service in the Level 6 of the pay matrix or equivalent in the parent cadre or Department.
7.	Accounts Officer / (22)	Level-10 (Rs.56100-177500)	Deputation	Officers under the Central Government or State Government or UT Administration or Tribunals: (a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with two years service in the grade rendered after appointment thereto on a regular basis in posts in the Level 9 of the Pay Matrix or equivalent; or (iii) with four years service in the grade rendered after appointment thereto on a regular basis in posts in the Level 8 of the Pay Matrix or equivalent; (iv) with five years service in the grade rendered after appointment thereto on a regular basis in posts in the Level 7 of the Pay Matrix or equivalent; and (b) possessing the following educational qualifications and experience: Essential: (i) Bachelors degree from a recognised University or institution; (ii) 3 years experience in Cash, Account and Budget work in a Government Office / PSU / Autonomous / Statutory body.

				Desirable: (i) Two years experience in Audit / Accounts / Management of Finance and Budgeting
8.	Court Officer / (29)	Level-8 (Rs.47600 - 151100)	Deputation	Officers under the Central Government or State Governments or UT Administrations or Tribunals: (A)(i) holding analogous posts on regular basis in the parent cadre or department; or (ii) with two years service in the grade rendered after appointment thereto on a regular basis in posts in Level 7 of the pay matrix or equivalent in the parent cadre or Department; or (iii) with six years service in the grade rendered after appointment thereto on a regular basis in posts in Level 6 of the pay matrix or equivalent in the parent cadre or Department: and (B) Possessing the following educational qualifications and experience: Essential: (i) Bachelors Degree from a recognised University / Institution; (ii) Two years experience in administration or establishment or Court matters. Desirable: (i) Bachelor degree in law from a recognised University or institution. (ii) One year experience in customs/ Central Excise/ Service Tax / Value Added Tax / State Tax / GST.
9.	Private Secretary / (24)	Level-7 (Rs.44900 -	Deputation	Officers holding the post in Stenographer cadre under the

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		142400)		Central Government or State Government or UT Administration or Tribunals: (A)(i) holding analogous posts on regular basis in the parent cadre or department; or (ii) with five years service in Level 6 of the pay matrix or equivalent in the parent cadre or Department.
10.	Legal Assistant / (116)	Level-6 (Rs.35400 - 112400)	Deputation	(a) Officers under the Central Government or State Government or UT Administration or Tribunals: (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with six years service in the grade rendered after appointment thereto on a regular basis in posts in Level 5 of the Pay Matrix or equivalent in the parent cadre or department; or (iii) with ten years service in the grade rendered after appointment thereto on a regular basis in posts in the Level 4 of the Pay Matrix or equivalent in the parent cadre or department; and (b) possessing the following educational qualifications and experience: Essential: (i) Bachelors degree from a recognised University or institution; (ii) One year experience in Customs, Central Excise, Service Tax or Value Added Tax or State Tax or Goods and Services Tax department. Desirable: (i) Bachelor Degree in Law from a

				recognised University or institution.
11.	Senior Accountant/(22)	Level-6 (Rs.35400 - 112400)	Deputation	(a) Officers under the Central Government or State Government or UT Administration or Tribunals: (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with six years service in the grade rendered after appointment thereto on a regular basis in posts in the Level 5 of the Pay Matrix or equivalent in the parent cadre or department; or (iii) with ten years service in the grade rendered after appointment thereto on a regular basis in posts in the Level 4 of the Pay Matrix or equivalent in the parent cadre or department; and (b) possessing the following educational qualifications and experience: Essential: (i) Bachelors degree from a recognised University or institution; (ii) 2 years experience in Cash, Account and Budget work in a Government Office / PSU / Autonomous / Statutory body. Desirable: (i) One year experience in Audit /Accounts/ Management of Finance and Budgeting.
12.	Stenographer Grade I / (68)	Level-6 (Rs.35400 - 112400)	Deputation	(a) Officers holding the post of Stenographer under the Central Government or State Government or UT Administration or Tribunals: (i) holding analogous post on

				regular basis in the parent cadre or department; or (ii) with six years regular service in the Level 5 of the Pay Matrix or equivalent in the parent cadre or department; or (iii) with ten years regular service in the Level 4 of the Pay Matrix or equivalent in the parent cadre or department.
13.	Assistant, GSTAT / (20)	Level-6 (Rs.35400 - 112400)	Deputation	Officials of the Central Government or State Governments or Union Territory or Tribunals: (a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) a post in level-5 in pay matrix of Seventh Central Pay Commission with six years regular service in the grade, or (iii) a post in level-4 in pay matrix of Seventh Central Pay Commission with ten years regular service in the grade; and (b) possessing the following essential educational qualification and experience: Essential: (i) Bachelors degree from a recognised University or institution; Desirable: (i) One year experience in customs, central excise, service tax or value added tax or state tax or goods services tax department.
14.	Upper Division Clerk/ (33)	Level-4 (Rs.25500 - 81100)	Deputation	Officials of the Central Government or State Governments or Union Territories or Public Sector Undertaking or Central Public Sector Enterprises

				or Autonomous Organizations or Courts or Tribunals or statutory organisations or State/Higher Judicial Service:- (a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) a post in level-3 in pay matrix of Seventh Central Pay Commission with five years' regular service in the grade, or (iii) a post in level-2 in pay matrix of Seventh Central Pay Commission with eight years' regular service in the grade. (b) possessing the following essential educational qualification: (i) Bachelors degree from a recognized University or Institution (c) Experience in customs, central excise, service tax or value added tax or state tax or goods & services tax department may be preferable.
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Note 1 – For Posts at Sl. No. 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12 & 13 the period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization / department of the Central Government shall ordinarily not exceed three years. However, the period of deputation may be curtailed depending upon performance of the officer as well as the organizational requirement.

Note 2 – For Posts at Sr. No. 1 & 14, the period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed five years. However, the period of deputation may be curtailed depending upon performance of the officer as well as the organizational requirement.

Note 3 – For posts at Sl. No. 6, 9, 12, 13 & 14 the departmental officers in the feeder grade who are in direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Note 4 – For Posts at Sl. No. 1 & 14, the maximum age-limit for appointment by deputation shall not be exceeding fifty-eight years as on the closing date of receipt of applications and it shall be fifty-six years for posts at Sl. No. 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12 & 13.

Note 5 - For purposes of appointment on deputation basis for posts at Sl. No. 14, the service rendered on a regular basis by an officer prior to 01st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix of the Seventh Central Pay Commission.

Note 6 – Bench-wise / Post-wise vacancies are tentative.

