

**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E)-I,
MAHARASHTRA, MUMBAI -400 020**

No. Admn-I/WO Apptt/Nagpur/ 66

Date:- 03-08-2021

CIRCULAR

Subject: Appointment for the post of Welfare Officer in the O/o The Principal Accountant General (A&E)-II, Maharashtra, Nagpur.

The post of Welfare Officer is vacant in the Office of the Principal Accountant General (A&E)-II, Maharashtra, Nagpur. This office being the Cadre Controlling Authority carries out the process of filling up the ex-cadre post of Welfare Officer in that Office. The selection of Welfare Officer is done by UPSC.

The following is the eligibility criteria **under Recruitment Rules** for appointment to the post of Welfare Officer.

The officers of IA&AD as on **01-03-2021**.

- (a) (i) with 5 years regular service in the grade of Sr.AO; or
(ii) with 7 years combined regular service in the grade of Sr.AO/AO; or
(iii) with 7 years regular service in the grade of AO and

(b) belonging to the cadre of respective Cadre Controlling Authority are eligible for the post.

The period of deputation would not ordinarily exceed 4 years.

The eligible and willing officers who desire to apply for appointment to the post of Welfare Officer in the O/o the Principal Accountant General (A&E)-II, Maharashtra, Nagpur should submit their application in triplicate in the prescribed proforma enclosed to Admn-I Section of this Office by 24-09-2021.

Sd/-

Deputy Accountant General /Admn

Encl: proforma of application.

No. Admn-I/WO Apptt./Nagpur/ 201

Date:- 03-08-2021

Copy forwarded for information and necessary action to:

1. Secretary to Principal Accountant General
2. The Dy. Accountant General/Admn, Office of the Principal Accountant General (A&E)-II, Maharashtra, Nagpur 440 001
3. Stenographer-I to all Group Officers
4. All Branch Officers
5. Sr. AO/Record-I for displaying on Notice Board
6. Sr.AO/EDP (SG) for uploading on office website
7. Spare Copy.

U. Rainabadi
3/8/2021

Sr. Accounts Officer/Admn-I

CURRICULUM VITAE PROFORMA

1. Name and Address
in Block letters)
2. Date of Birth
(In Christian era)
3. Date of retirement under
Central /State Government Rules
4. Educational Qualification
5. Whether Educational and other
Qualifications required for the
Post are satisfied,. (If any qualification
Has been treated as equivalent to the
One prescribed in the Rules,
State the authority for the same

		Qualifications Experience Required	Qualifications/ Experience possessed by the officer
Essential	(1) (2) (3)		
Desired	(1) (2)		

6. Please State clearly whether in the
Light of the entries made by you,
you meet the requirement of the post

7. Details of employment in chronological order. Enclose a separate sheet duly authenticated
your signature, if the space below is insufficient.

Office/ Institution	Post held	From	To	Scale of Pay and Basic Pay	Nature of duties (in detail)
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8. Nature of present employment
i.e. Ad-hoc or Temporary or
Quasi Permanent or Permanent
9. In case the present employment is
held on deputation/contract basis,
please state
- a) The date of initial appointment
 - b) Period of appointment on
Deputation/contract
 - c) Name of the parent office/
Organization to which you belong
10. Additional details about present
Employment.

Please state whether working under
(indicate the name of your employer
against the relevant column)

- a) Central Govt.
 - b) State Govt
 - c) Autonomous Organization
 - d) Government Undertaking
 - e) Universities
 - f) Others
11. Please state whether you are
working in the same Department
and in the feeder grade or feeder
to feeder grade.
12. Are you in Revised Scale of Pay? If
Yes, give the date from which the
revision took place and also indicate
the pre-revised scale

13. Total emoluments per month now drawn

14. Additional information, if any, which you
would like to mention in support of your
suitability for the post.

(This among other things may provide
information with regard to

- (i) Additional academic qualification
- (ii) professional training and
- (iii) work experience over and above prescribed
in the vacancy circular/Advertisement)

(Note: Enclose a separate sheet, if
The space is insufficient)

15. Please state whether you are applying for *deputation (ISTC/Absorption*,
Re-employment Basis (Officers under
Central/State Governments are only
eligible for absorption.
Candidates of non-Government
Organizations are eligible only
for Short Term Contract).

16. Whether belongs to SC/ST

17. Remarks (The candidates may indicate
Information with regard to (i) research
publications and reports and special projects
(ii) Awards/Scholarship/Official
Appreciation (iii) affiliation with the professional
Bodies/institutions/societies and (iv)
Any other information (Note: Enclose
A separate sheet if the space is insufficient)

I have carefully gone through the vacancy circular/advertisement and I am well aware that the
Curriculum Vitae duly supported by documents submitted by me will also be assessed by the
Selection Committee at the time of selection for the post.

Signature of the candidate:
Address:

Date:

Countersigned

(Employer with Seal)

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