

**OFFICE OF THE DIRECTOR GENERAL REGIONAL TRAINING
INSTITUTE, JAMMU**

**No: RTI/J/A/Dep/2021-22/364
Dated: 29-10-2021**

To

**All Heads of Departments of Audit Offices,
(In IA &AD)
(As per mailing list)**

Subject: Deputation for the one post of Sr. A. O. (Training-Audit) in RTI-Jammu – regarding.

Sir/Madam,

Applications from desirous officers of the rank of **Senior Audit Officer** are invited for the deputation assignment as per the Job description/ Eligibility criteria given below:

S. No.	Post	No of vacancies
1.	Sr. A. O. (Training-Audit) Core Faculty	01

Eligibility Criteria

1. Holding the analogous post of Sr. A. O.
- 2.. Knowledge relating to overall working in IA &AD is necessary.
3. Working proficiency in computers is necessary.
4. The applicants who are 56 years of age or above should not apply for the deputation post.

Terms of deputation & selection process

1. The deputation term shall initially be for a period of three years and may be extended by Competent Authority subject to continued suitability of the candidate and administrative convenience. The RTI/RTC however, reserves the right to repatriate a deputationist at any time, if his/her performance is found unsatisfactory.
- 2 Training Allowance would be admissible as per instructions prevailing from time to time.
3. Selection of a suitable candidate will be made by adopting the appropriate selection procedure based on the requirement of knowledge and skills involved in the job. The selection of the applicant will be notified.

All candidates who are willing should apply through their respective Parent Offices. In accordance with Headquarters' Office instructions, the Parent Offices are requested to forward the applications of all willing candidates alongwith the Bio-data and APARs for the last five years to this Institute, so as to reach this Institute latest by **11-11-2021**.

A reference is invited to Headquarters Circular **No. 269/Trg. Div./42-A/2019 dated 18.09.2019** wherein detailed instructions to field offices on augmentation of staff (Administration and Faculty) in RTIs/RTCs were issued for strict compliance. The instructions in the said circular are re-iterated below:

- a.** Field offices shall display the deputation notifications issued by RTIs/ RTCs on the notice boards and circulate among the staff giving reasonable time to the candidates for responding to the notification;
- b.** Field offices shall forward all applications received from their officers/staff against the positions advertised by RTIs/RTCs to the concerned Institute/Centre, without withholding any application;
- c.** On completion of the selection process, the field offices shall obligatorily relieve the selected officer(s) for teaching/administrative assignments at RTIs/RTCs at the earliest.

This issues with the approval of the Director General, RTI-Jammu.

Yours faithfully,

**Sd/-
Sr. Administrative Officer (Admn)**