

कार्यालय महानिदेशक, क्षेत्रीय प्रशिक्षण संस्थान, जम्मू - 180001

**Office of the Director General, Regional Training
Institute, Jammu-180001**

No. RTI/J/A/2021-22/393

Dated: 26.11.2021

NOTICE

Applications are invited, in accordance with terms and conditions prescribed by Headquarter's office vide Circular No. 27/2021 issued under No. 967 Staff (App-I) dated 03.08.2021, from retired Sr. Audit Officers to work as consultant on short term contract basis against the two (02) vacancies in the cadre of Sr. AO (Trg.) and retired Sr. Audit Officers / Sr. Accounts Officer for the post of Sr. AO (IT) as per eligibility criteria shown below:

Sl. No.	Name of Post	Eligibility Criteria
01	Sr. AO(Trg.) (Audit)	(i) Knowledge relating to overall working in IA & AD (ii) Working proficiency in computers is desirable (iii) Ability to learn and deliver lectures on topics related to Audit (iv) Any other work that may be assigned by the Director General. (v) Possessing ability in the preparation of course materials, structured Training Modules (STMs) and case studies for Audit courses.
02	Sr. AO(IT)	(i) Possessing in-depth knowledge and experience in operating Computer applications (including IDEA, Oracle, Microsoft Office, Website applications etc.) and the aptitude to deliver lectures. (ii) Experience in IT Audit and knowledge in working with Data Analytics software such as Tableau, Knime, Qlikview is desirable. (iii) Possessing ability in the maintenance of IS systems, Website and familiarity with e-office. (iv) Possessing ability in the preparation of course materials, structured Training Modules (STMs) and case studies for IT courses. (v) Any other work that may be assigned by the Director General.

The following terms and conditions are applicable to the contractual Officers: -

1. Age should not be beyond 65 years as on 10.12.2021.
2. Retired person would be initially appointed for a period of 12 months, extendable up to a maximum of five terms of 12 months each or 65 years of age, whichever is earlier and is subject to performance and requirement of service.
3. A fixed monthly amount shall be admissible, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount of remuneration so fixed shall remain unchanged for the term of contract. There will be no annual increment/percentage increase during the contract period. Further, an appropriate and fixed amount as Transport allowance for the purpose of commuting between residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement. The amount so fixed shall remain unchanged during the term of appointment.
4. Paid Leave of absence may be allowed at the rate of 1.5 days for each completed month of service to the retired Officer hired on short term contract basis. Accumulation of leave beyond a calendar year may not be allowed. However, absence during curfew, bandh, strike lockdown shall be dealt with in similar way as in the case of serving officers/officials.
5. If retired Officer hired on short term contract basis remain absent, beyond paid leave in a month for reasons other than those indicated above, his/her remuneration shall be deducted on pro-rata basis as under:

Fixed monthly remuneration/22 X No. of days of absence on working days

6. Statutory deductions levied by the Union/Government shall be made as per rules.
7. The appointment will be purely on temporary basis subject to termination at any time.

Interested retired Officers of the IA&AD, fulfilling the eligibility criteria and willing for above assignments may submit their Bio-data in the prescribed format attached here with. Applications duly filled in must reach the undersigned either by post or through e-mail at rtijammu@cag.gov.in latest by **10.12.2021**.

Sd/-

Sr. Administrative Officer (Admn)

To:

All CAG offices