



INDIAN AUDIT AND ACCOUNTS DEPARTMENT

Office of the Director General of Audit
West Central Railway, Annex-II Building, 3rd Floor

Platform No.6, Railway Station, Jabalpur - 482 001

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Circular No.01

Date: 13.01.2022

One post of Welfare Assistant in the Level 8 of Pay Matrix Rs. 47600-151100 is to be filled up on deputation basis from eligible staff in all IA&AD offices.

The conditions of eligibility are as under: -

Officers of the Central Government –

- i) Holding analogous posts on regular basis in the parent cadre or department or.
- ii) With combined regular service of 3 years in the grade of Senior Accountant/Senior Auditors and Assistant Supervisor (Accounts)/Assistant Supervisor (Audit) in the Pay Matrix Level-7/Level-6 or equivalent Pay Level in the parent cadre of Department.
- iii) Possessing three (3) years experience in the field of Welfare or Community activities, House Keeping, Sports and Cultural activities, Personnel Administration including settlement of personal claims, etc.
- iv) The maximum age limit for appointment on deputation shall be not exceeding 56 years as on the closing date of receipt of applications.
- v) The Deputation (duty) allowance will be payable at the rate of 5% of the basic pay subject to maximum of Rs.4,500/-per month in the case of deputation within the same station.
- vi) In other cases, the Deputation (duty) allowance will be payable at the rate of 10% of the basic pay subject to maximum of Rs.9,000/- per moth.

Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some organization or Department of the Central Government shall ordinarily not exceed three (03) years.

The eligible and willing officials may apply in enclosed proforma through proper channel so as to reach Sr. Audit Officer on or before 25th February, 2022.

Applications received after the prescribed date will not be entertained.

Sd/-

Dy. Director

No.Au/Admn/JBP/NGO/Dept./

Date: 13.01.2022

Forwarded for information and necessary action to:

1. All IA&AD Offices
2. Notice Board
3. All Sections

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13/01/22
Sr. Audit Officer/Admn

156

Proforma

Application for the post of Welfare Assistant on Deputation Basis

1. Name of Official :
2. Present place of posting :
3. Designation :
4. Present Pay/Pay Level :
5. Date of birth :
6. Date of Appointment in service :
7. Date of Appointment/ promotion :
to present grade :
8. Educational Qualification :
9. Brief particulars of duties :
10. Experience :
11. Any other achievements :

Date:

(Signature of the candidate)

Certificate

Certified that the information furnished by _____ is correct as verified from the official records

(Signature of the Competent Authority)