



**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E)
ODISHA, BHUBANESWAR**

No. Admn-1/Canteen/2021-22/354

Dated: 19.07.2022

To

All Heads of Department of IA&AD offices
(as per mailing list)

**Sub: Filling up vacancies of Group 'B' and Group 'C' Non Gazetted posts in
Departmental Canteen on Deputation basis-reg.**

Sir/Madam,

It is proposed to fill up vacancies of Group 'B' and Group 'C' Non Gazetted posts in the Departmental Canteen of this office on deputation basis. The deputation will be governed on the usual terms and conditions issued from time to time by the Govt. of India. The period of deputation will be initially for a period of one year and shall ordinarily not exceed three years subject to his/her continued suitability.

The eligibility criteria for different posts as per Recruitment Rules are as under:

| Sl.No. | Name of the post | No. of Vacancies | Eligibility of deputation |
|--------|------------------------------|------------------|---|
| 1. | General Manager (Level-6) | 01 | Officials of the Central Government: (A) Holding analogous post on regular basis in the parent cadre or department; or (B) Possessing the following educational qualifications and experience: (i) Bachelor's Degree in Commerce or Business Studies or Economics or Public Administration from a recognized university or Institute. (ii) Three years experience in administration and management of the Departmental Canteen. |

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|----|---|----|--|
| 2. | Manager-cum-Accountant (Level-6) | 02 | Officials of the Central Government: (A)(i) Holding analogous post on regular basis in the parent cadre or department; or (ii) With six years in the grade rendered after appointment thereto on a regular basis in posts in Level-5 (Rs.29,200-92300/-) of 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-4 (Rs.25500-81100/-) of pay matrix or equivalent in the parent cadre or Department; and (B) Possessing the educational qualifications and experience prescribed for direct recruitment under column7. |
| 3. | Assistant Manager-cum-Store Keeper (Level-4) | 01 | Officials of the Central Government: (a) (i) holding analogous post on regular basis; or (ii) with at least eight years regular service in Level-2 in the Pay Matrix; and (iii) Possessing the Educational Qualification as prescribed for direct recruits under column (7); and (b) three years experience in a Government Department or Undertaking in handling Stores or Accounts. |
| 4. | Halwai-cum-Cook (Level-3) | 03 | Officials of the Central Government: (a) (i) holding analogous post on regular basis; or (ii) Assistant Halwai-cum-Cook with at least three years' regular service in Level-2 in the Pay Matrix and (b) possessing the Educational qualifications of : (i) 10 th Class Pass from a recognized Board, with a certificate or diploma in catering from a recognized institution; and (ii) Two years' experience in a Govt. Department or Undertaking shall be preferred. |

Note 1: The Departmental Officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation and similarly, deputationists shall not be eligible for appointment by promotion.

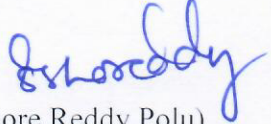
Note 2: The period of deputation including period of deputation in any other ex-cadre post held immediately preceding this appointment in the same or some other organization or Department of Central Government shall ordinarily not exceed three years.

Note 3: The maximum age-limit for appointment by Deputation shall not be exceeding 56 years as on the closing date of receipt of applications.

The willing officials may submit their application through proper channel alongwith attested copies of APARs for the last five years, Vigilance Clearance Certificate to the effect that no disciplinary/court/vigilance case is either pending or contemplated against the applicants, through email: dagadmnae.od@nic.in. Bio-data of the applicants in the enclosed format may be forwarded by 31.07.2022.

It is requested to kindly forward the applications of the willing officials who fulfill the above criteria with your recommendations along with the above documents.

Enclosure:- As above.


(Kishore Reddy Polu)
Deputy Accountant General (Admin.) 19/07/22