

भारतीय लेखापरीक्षा और लेखा विभाग

कार्यालय महानिदेशक लेखापरीक्षा दक्षिण पूर्व मध्य रेलवे, बिलासपुर— 495004

Indian Audit and Accounts Department

Office of the Director General of Audit South East Central Railway, Bilaspur- 495034 Ph-No. 07752-268132, 65172 (Rly) FAX- 07752-268233, 65170 (Rly)



Date:63 /08/2022

No. BSP/Admn./33-2A/Welfare Asst./2022/756

To,

All Heads of the Department

(as per mailing list)

Sub: Filling up vacancy on deputation basis in the cadre of Welfare Assistant in the Office of the Director General of Audit, South East Central Railway, Bilaspur.

Madam/Sir,

Applications are invited to the post of Welfare Assistant on deputation basis on usual terms and conditions stipulated in DOPT OM No. F.No./2/6/2016-Estt(Pay-II) dated 22.04.2016 as amended from time to time.

The eligibility criteria for deputation are as under:-

- 1. Holding analogous posts on regular basis in the parent cadre or department or;
- 2. With combined regular service of 3 years in the grade of Senior Auditors/Senior Accountant and Assistant Supervisor (Audit)/Assistant Supervisor (Accounts) in the pay matrix level-6/Level-7 or equivalent Pay Level in the parent cadre of Department and possessing three (03) years experience in the field of Welfare or Community activities, House Keeping, Sports and Cultural activities, Personnel Administration including settlement of personal claim etc.
- 3. The maximum age limit for appointment on deputation shall be not exceeding 56 years as on the closing date of receipt of applications.

Integrity Certificate, Vigilance Certificate and APAR of last five years may also be sent along with the application of willing candidates.

The eligible and willing officials may apply in the enclosed proforma through proper channel so as to reach Sr. Audit Officer/Admn on or before 31st August 2022.

Enclosed: Biodata form

Yours faithfully,

Director

BIO DATA

1	Name in Full (in Block Letters)	
2.	Fathers Name	
3.	Date of Birth	
4.	Designation	
5.	Permanent Address	
6.	Educational Qualification	
7.	Pay and Level in Matrix	
8.	Date of appointment in Govt. service/cadre	
9.	Date of promotion to the present cadre	
10	O. Department examination passed	
1	1. Experience ,if any	
	2 Email ID	
1	3 Mobile Number	

Date-

Signature of the applicant

Signature of the Forwarding Officer of the office concerned.