

OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA,
NEW DELHI.

No. 1908-Staff (App)-I/05-2022/Vol.II

Dated: 13/10/2022

To

1. All the Heads of Department in IA&AD
2. Director (P).

Subject: Filling up the post of Accounts Officer (Level 07) in Department of Rural Development, New Delhi on deputation basis.

Sir / Madam,

I am directed to intimate that Department of Rural Development, New Delhi has intimated to fill up post of Accounts Officer (Level 07) of pay matrix on deputation basis. Maximum age limit shall not exceeds 56 years as on the closing date of receipt of application.

2. The eligibility conditions are as under:-

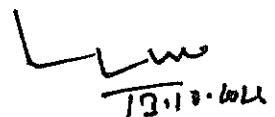
Name of post	Pay Scale	Eligibility Criteria
Accounts Officer	Level 07	i) Asstt. Supervisor (Level 07) ii) Sr. Accountant/ Sr. Auditor (Level 06) with 05 years of experience And ii) passed in the SAS examination.

3. In this regard, it is requested to kindly recommend the names of eligible officers who are willing and can be spared immediately in the event of their selection for the post of Accounts Officer in Level 07 on deputation basis after following the provisions given in Deputation Policy for non-IA&AS Officers for deputation outside IA&AD as circulated vide circular No. 1050-Staff (App)-I/05-2022 dated 28.06.2022. The recommendations accompanied with the following documents / certificates may kindly be sent to the **Asstt. Comptroller and Auditor General (N)-I latest by 10/11/2022:**

- iv. Application (in duplicate) only in the prescribed proforma (proforma enclosed) of willing and eligible Candidates with certification by employer.
 - v. Duly attested copies of each page of APARs for the last 5 years (2017-18 to 2021-22).
 - vi. Latest vigilance certificate, integrity certificate and CR dossiers
4. Applications received after 10/11/2022 will not be considered under any circumstance.
5. **In case of selection, the candidate will not be allowed to withdraw the application. In case of withdrawal of willingness after selection, the candidate will be debarred from applying to the deputation for 03 years from the date of communication of the selection by the borrowing department.**

Encls:-As above.

Yours faithfully,



(R.K. Tiwari)

Sr. Administrative Officer Staff (App)-I

Passport size
photograph
duly attested
by present
employer

Proforma for application for the post of Accounts Officer in the Department of Rural Development, Ministry of Rural Development on deputation basis (Including short term contract).

1. Name (in block letters) and address with mobile/telephone No.....
.....
.....
2. Date of Birth (in Christian era).....
3. Date of Retirement
4. Educational Qualification
5. Whether educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same)
.....

Qualifications/Experience required	Qualifications/ Experience possessed by the Officer
1.	
2.	

6. Please state clearly whether in the light of entries made by you at above, you meet the requirements of the post of Accounts Officer
.....
7. Details of Employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

Office/ Institute/ Organization	Post held	From	To	Pay Scale/ Basic Pay (pay in pay band plus grade pay)	Nature of duties

8. Nature of present employment, i.e. ad-hoc or temporary or permanent
.....
9. In case the present employment is held on deputation/ contract basis, please state:-
 - (a) The date of initial appointment
 - (b) Period of appointment on deputation / contract
 - (c) Name of the parent office/ organization to which you belong.....
10. Additional details about your present employment. Please state whether working under:-
 - (a) Central Government
 - (b) State Government
 - (c) Autonomous Organization
 - (d) Government Undertakings
 - (e) Universities
 - (f) Others (Please specify)
11. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale/Pay Band / Grade Pay
.....
.....
12. Total emoluments per month now drawn

13. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient

.....

14. Whether belongs to SC/ST

15. Remarks

Declaration: - I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

(Signature of the candidate)
Address with Telephone No.

Date

Place.....

287/c

To be certified by the Cadre Controlling Authority/Employer

1. Certified that the particulars furnished by Shri /Smt. / Ms.
.....have been verified from his / her service record and found correct.
2. The Officer is clear from vigilance.
3. (i) The Integrity Certificate and (ii) the statement showing major/minor penalty imposed on the Officer during the last 10 years are enclosed.
4. Up-to-date APAR dossier of the Officer or clear photocopies of APARs for last 5 years duly attested by a Gazetted Officer is enclosed.
5. In the event of selection for appointment to the post of Accounts Officer in the Department of Rural Development, Shri /Smt. / Ms.
..... will be relieved of his duties from this office immediately.

Signature, Name & Seal of the Employer/
Cadre Controlling Authority

File No.

Date