

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

No. 2405 -Staff (App)-I/05-2022/Vol.V

Dated: 29/12/2022

To

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

Subject: Filling up the post of Junior Accounts Officer (Level 08) in Delhi Jal Board, Govt. of NCT of Delhi, New Delhi on deputation basis.

Sir / Madam,

I am directed to intimate that Delhi Jal Board, Govt. of NCT of Delhi, New Delhi has intimated to fill up post of Junior Accounts Officer (Level 08) of pay matrix on deputation basis. The period of deputation including the period of deputation in another ex-cadre post shall not exceed 04 years. Maximum age limit shall not exceed 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
<u>Junior Accounts Officer</u>	Level 08	i) Asstt. Accounts Officers/ Asstt. Audit Officers in level 08; or Asstt. Supervisors/ Sr. Auditor/ Sr. Accountant with 03 years of service and ii) Passed SAS exam or Successfully completed training in cash and accounts work in the ISTM or experience in finance/cash/budgeting/accounts work.

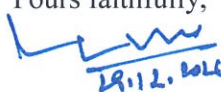
3. In this regard, it is requested to kindly recommend the names of eligible officers who are willing and can be spared immediately in the event of their selection for the post of Junior Accounts Officer in Level 08 on deputation basis after following the provisions given in Deputation Policy for non-IA&AS 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 25/01/2023:

- i. Application (in duplicate) only in the prescribed proforma (Annexure enclosed) of willing and eligible Candidates with certification by employer.
- ii. Duly attested copies of each page of APARs for the last 5 years (2017-18 to 2021-22).
- iii. Latest vigilance certificate, integrity certificate and CR dossiers

4. Applications received after 25/01/2023 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 (App)-I

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**BIO-DATA / CURRIGULUM VITAE PROFORMA FOR THE POST OF JUNIOR ACCOUNTS OFFICER(NOW AAO) IN DELHI JAL
BOARD ON DEPUTATION BASIS**

1.	Name and Address (in Block letters)					
2.	Date of Birth (DD/MM/YYYY)					
3.	1. Date of initial appointment with designation and Pay Scale. 2. Present Designation and Pay Scale					
4.	Educational Qualifications					
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)					
6.	Experience					
7.	Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.					
8. Details of employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.						
Sr. No.	Office/ Institution	Post held on regular basis	From	To	*Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for
i)						
ii)						
iii)						
9.	Nature of present employment i.e. Adhoc of Temporary or Quasi-Permanent or Permanent					
10.	In case of the present employment is held on deputation/contract basis, please state:-					

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a) The date of initial appointment	b) Period of appointment on deputation/ contract	c) Name of the parent office/organization to which the applicant belongs	d) Name of the post and pay of the post held in substantive capacity in the parent organization
10.1 Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department along with Cadre Clearance, Vigilance Clearance and Integrity Certificate.			
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		
12.	In case the applicant belongs to an Organization which is not following the Central Government Pay-scale, the latest salary slip issued by the organization showing the following details may be enclosed.		
13.	Whether belongs to SC/ST		

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

(Signature of the candidate)

Address: _____

Date: _____

Certificate by the Employee/Cadre Controlling Authority

The information/details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses education qualification and experience mentioned in the vacancy circular. If selection, he/she posses education qualifications and experience mentioned in the vacancy circular. If selected he/she will be relieved immediately.

2. Also certified that:

- (i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt. _____
- (ii) His/her integrity is certified.
- (iii) His/Her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.
- (iv) No major/minor penalty has been imposed on him/her during the last 10 years or A list of major/minor penalties imposed on him/her during the last 10 years is enclosed. (as the case may be)

Countersigned

(Employer/Cadre Controlling Authority with seal)