

**OFFICE OF THE DIRECTOR GENERAL REGIONAL TRAINING INSTITUTE,
JAMMU**

No: RTI/J/A/ Dep/2023-24/35

Dated: 17/04/2023

To

CAG-All Offices
(As per mailing list)

Subject: Deputation for the post of Sr. A. O (KC-DEF) in RTI, Jammu –regarding.

Sir/Madam,

In continuation to this office notification issued under No: RTI/J/A/Dep/2022-23/979 dated 14-03-2023, the applications from desirous officers of the rank of **Senior Audit Officer** are invited for the deputation assignment as per the Job description/ Eligibility criteria given below:

S. No.	Post	No of vacancies
1.	Sr. Audit Officer (Knowledge Centre –Defence Audit)	01

Eligibility Criteria

1. Holding the analogous post of Sr. Audit Officer.
2. Knowledge relating to overall working in IA &AD is necessary.
3. Possessing in-depth knowledge and experience in operating Computer applications including e-office.
4. Delivering lectures with regard to Knowledge Centre- Defence Audit is mandatory.
5. Possessing ability in the preparation of course materials, Structured Training Modules (STMs) and case studies with regard to Knowledge Centre- Defence Audit courses.
6. The applicants who are 58 years of age or above should not apply for the **deputation** post.

Terms of **deputation & selection process**

1. The **deputation** term shall initially be for a period of three years and may be extended by Competent Authority subject to continued suitability of the candidate and administrative convenience. The RTI however, reserves the right to repatriate a deputationist at any time, if his/her performance is found unsatisfactory.
2. **Training** Allowance would be admissible as per instructions prevailing from time to time.
3. Selection of a suitable candidate will be made by adopting the appropriate selection procedure based on the requirement of knowledge and skills involved in the job. The selection of the applicant will be notified.

All applicants who are willing should apply through their respective Parent Offices. In accordance with Headquarters' Office instructions, the Parent Offices are requested to forward the applications of all willing applicants along with the Bio-data and APARs for the last five years to this Institute, so as to reach this Institute latest by **30-04-2023**.

A reference is invited to Headquarters Circular **No. 269/Trg. Div./42-A/2019** dated **18.09.2019** wherein detailed instructions to field offices on augmentation of staff (Administration and Faculty) in RTIs/RTCs were issued for strict compliance. The instructions in the said circular are reiterated below:

- a.** Field offices shall display the **deputation** notifications issued by RTIs/ RTCs on the notice boards and circulate among the staff giving reasonable time to the candidates for responding to the notification;
- b.** Field offices shall forward all applications received from their officers/staff against the positions advertised by RTIs/RTCs to the concerned Institute/Centre, without withholding any application;
- c.** On completion of the selection process, the field offices shall obligatorily relieve the selected officer(s) for teaching/administrative assignments at RTIs/RTCs at the earliest.

This issues with the approval of the Director General, RTI-Jammu.

Yours faithfully,
Sd/-
Sr. Administrative Officer (A)