

Telephone – 2225634



Fax – 0612 – 2221056

महालेखाकार (ले० एवं ह०) का कार्यालय, बिहार, पटना

OFFICE OF THE ACCOUNTANT GENERAL (A&E), BIHAR, PATNA

पत्राक/No. Admn-I/(A&E)/Hiring/1123/23-24/ C-275

दिनांक/ Date: 02-01-2024 / 02/02/2024

CIRCULAR

आज़ादी का

अमृत महोत्सव

Applications are invited from willing retired Supervisors of Indian Audit and Accounts Department, well versed with the work of this office, for hiring a consultant on short term contract basis for the purpose of finalization of pending AC/DC Bills with State Government and other important liasioning work etc with State Govt in terms of Hqrs' Office Circular No. 30 vide No. 1346-Staff (App-I)/22-2016 dated 26.09.2023.

(1) No. of post to be hired as Consultant:- 01

(2) Eligibility:- Retired Supervisor of IA&AD

(3) Tenure and age limit:- The retired officer will be hired on a short term contract basis initially up to a period of one year which may be extended further upto 05 terms subject to performance and administrative requirements. No retired officer beyond the age of 65 years will be hired on short term contract basis.

(4) Remuneration payable:-

(A) He/She will be paid fixed remuneration of Rs. 34,500/- per month. Besides, 50% of each increase in Dearness Allowance henceforth will also be paid to them.

(B) He/She will not be entitled for perquisites such as house rent allowance, residential accommodation, dearness allowance and transport allowance.

(5) Leave:- He/She will not be entitled to any kind of leave. However, absence during curfew, bandh, strike would be dealt with in a similar way as in the case of serving officers/officials as these are events beyond the control of any individual. If he/she remains absent on any working day in a month for reasons other than those indicated above, his/her remuneration will be deducted on pro-rata basis as under:-

Fixed monthly remuneration X No. of days of absence on working days

Contd./-

(6) Duties assignable and other conditions:

(a) He/She will not sign the PPOs, GPF statement, monthly Accounts and correspondence etc. . These documents will be signed by a regular officer only.

(b) He/She will, as far as possible, not be deputed on inspection of treasuries. In case of exigencies, if the situation so demands, he/she may be deputed on field inspections duties and TA/DA will be paid as per existing rules in accordance with the corresponding pay level. Even in such cases, he/she will not issue any audit/inspection memo which will be issued by a regular officer only.

(c) He/She is not authorized to either write or review the APARs of regular staff. In such cases, the officer just above the regular employee in the hierarchy will act as the Reporting officer/Reviewing officer.

(d) Where considered necessary, the Head of Department may issue suitable Identity card to them.

It may be noted that the appointment will be purely on temporary basis subject to termination at any time.

Willing retired Supervisors may submit their application along with Bio-data in the enclosed format to undersigned which should reach this office latest by 09/02/2024.

Sd/-

Sr. Dy. Accountant General (Admn.)

Copy to:

1. Sr. AO/ITS for uploading the circular on office website.
2. Notice Board

[Handwritten Signature]
1/2/24
Sr. Accounts officer (Admn-I)

BIO-DATA for hiring of retired Supervisor on short term contract basis as Consultant

1.	Name (in block letters)	
2.	Date of Birth	
3.	Date of Retirement	
4.	Post at the time of Retirement	
5.	Name of Parent Office last served	
6.	Educational Qualification	
7.	Brief description of experience (may enclose as a separate sheet)	
8.	Additional Information, if any	



I certify that the above particulars given by me are correct to the best of my knowledge. I have read carefully the terms & conditions and willing to be considered for hiring on short term contract basis as mentioned in the Circular.

I also give an undertaking that I will not withdraw my candidature after my selection.

Date:

Place:

Signature of Applicant