

भारतीय लेखापरीक्षा और लेखा विभाग
प्रधान निदेशक लेखापरीक्षा का कार्यालय
पूर्व रेलवे, कोलकाता
14, स्ट्रैंड रोड, न्यू कोयलाघाट बिल्डिंग (5वीं मंजिल)
कोलकाता -700001



INDIAN AUDIT AND ACCOUNTS DEPARTMENT
OFFICE OF THE PRINCIPAL DIRECTOR OF AUDIT
EASTERN RAILWAY, KOLKATA
14, STRAND ROAD, NEW KOILAGHAT BUILDING
(5th FLOOR), KOLKATA-700001

संख्या / No.: - Admn/33-2A/2022/

दिनांक / Dated:- 1st July 2025

NOTIFICATION

Applications are invited for hiring of 01 (one) retired Senior Audit Officer to work on short term contract basis in the office of the Principal Director of Audit, Eastern Railway, Kolkata [also having cadre control of O/o the Principal Director of Audit, Railway Production Units & Metro Railway, Kolkata] in accordance with terms and conditions prescribed by Headquarters Office Circular No: 30 issued under letter No: 1346-Staff (App-I)/22-2016 dated 26-09-2023.

The following broad terms and conditions will be applicable to the contractual officer:

- i. Retired officer would be hired on a short-term contract basis initially for a period of one year and extendable upto a maximum of five terms subject to performance and requirement of service.
- ii. Age should not be beyond 65 years as on 01st July 2025.
- iii. Remuneration and allowances payable will be governed by OM No: 3-25/2025-E-III A dated 09-12-2020, issued by the Department of Expenditure, Ministry of Finance, Government of India, New Delhi, which is as under:
 - a) The retired officer shall be paid a fixed monthly amount arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount so fixed shall remain unchanged for the term of contract.
 - b) An appropriate and fixed amount as Transport Allowance for the purpose of commuting between the residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement.
 - c) No annual increment/percentage increase, Dearness Allowance and House Rent Allowance shall be allowed during the contract.
- iv. Paid leave of absence may be allowed at the rate of 1.5 days for each completed month of service to the retired officer hired on short term contract basis. Accumulation of leave beyond a calendar year may not be allowed. However, absence during curfew, bandh, strike, lockdown should be dealt with in a similar way as in the case of serving officer.
- v. If retired officer hired on short term contract basis remains absent, beyond paid leave in a month for reasons other than those indicated above, his/her remuneration shall be deducted on pro-rata basis as under:

$$\text{Fixed monthly remuneration} \times \frac{\text{No. of days of absence on working days}}{22}$$

- vi. Statutory deductions levied by the Union/Government shall be made as per rules.
- vii. The appointment will be purely temporary basis and is subject to termination at any time.
- viii. The retired officer selected to be hired on short term contract basis shall sign an agreement of confidentiality containing a clause on Ethics and Integrity.

The Retired Sr. Audit Officers, fulfilling the eligibility criteria and willing for the above assignment may submit their applications in the enclosed Application Form. Applications duly filled in all respects must reach the undersigned either by post or thorough email at pdarjyent@cag.gov.in latest by 10th July 2025.

The office reserves the right to cancel the notification or extent the due date or to issue fresh notification.

This issues with the approval of the Principal Director of Audit.

Encl:- Application Form.

Sd/-

Director (Administration)

संख्या / No.:- Admn/33-2A/2022/3212

दिनांक / Dated:- 1st July 2025

Copy to :

(i) All Heads of Department in IA&AD.

(ii) Sr. Audit Officer (IT & EDP) with the request to upload the notification along with application form on the official website.

(iii) Notice Board.

Sr. Audit Officer (Administration)

Latest
Passport
Size Photo

Application Form

1) Name of the official (in Block Letters)	
2) Date of Birth	
3) Age as on 01 st July 2025	
4) Qualification:- (i) Educational (ii) Professional, if any	
5) Date of entry into Government service	
6) Branch of Audit (Civil, Railway, Commercial etc.)	
7) Length of service as Sr. AO	
8) Date of retirement	
9) In case of voluntary retirement, ground on which retired	
10) Emoluments: (i) Basic Pay on Retirement (ii) Pension fixed on Retirement	
11) Brief description of work experience (separate sheet may be enclosed).	
12) Additional information, if any, on professional training, work experience relevant to the post	
13) APARs grading (Attach separate Sheet alongwith copies of APAR for the last 5 years)	

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief.

(Signature of Applicant)

Mobile number :

E-mail ID :

Address for communication: -

