

## Regional Training Centre, Bengaluru

No. RTC/Bangalore/242

Dated: 10.03.2020

To,

All Offices in mailing list

**Subject: Deputation of A.A.O in RTC Bengaluru for implementation of (OIOS)-Reg.**

Sir/Madam,

1. Applications are invited from eligible Assistant Audit Officers for the following deputation post at RTC Bengaluru:

Sl. No	Post	Function	Eligibility
1	One post of A.A.O / Sr. AO (For implementing One IAAD One System (OIOS))  Even eligible Sr. Auditor may also apply.	1. To act as a functional Help Desk for the User offices of RTC Bengaluru 2. Deliver capacity building sessions/training programmes/courses relating to OIOS 3. Help OIOS Central Team in conducting User Acceptance Testing	1. Holding analogous post of A.A.O. 2. Wide exposure to Audit. 3. Should possess reasonable IT skills i.e use of MS Office and web browsing 4. Should possess good communication skills 5. Age of applicant should not be more than 56 years.

The official should have wide exposure to Audit and comfortable in using IT systems.

2. The official may have to travel to Delhi and other stations to perform the above mentioned duties.
3. In absence of eligible A.A.O, applications of willing Supervisor/Senior Auditor with appropriate skills may be forwarded. Sr. A.Os with appropriate skill may also apply for the post. If found more suitable and appropriate, change in the level of the post of the resource person would be considered with the approval of HQrs office.
4. The term of deputation will initially be for a period of three years and may be extended by the Competent Authority, subject to continued suitability of the candidate and administrative convenience.
5. Other existing terms and conditions in respect of deputation will be applicable.
6. 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. They may be adhered to scrupulously.
7. Willing candidates should apply through their respective Parent Offices. The Parent Offices are requested to forward applications of candidates along with Bio-data (Annexure enclosed) and APARs for the last five years, so as to reach RTC Bengaluru latest by 25<sup>h</sup> March 2020.

This issues with the approval of Pr Accountant General(GSSA), Karnataka.

**Yours faithfully,**

**Sd/-  
Sr Administrative Officer/RTC Bengaluru**

**BIO DATA**

<b>Name in full</b>	
<b>Permanent Address</b>	
<b>Present Address</b>	
<b>Date of Birth</b>	
<b>Educational qualification</b>	
<b>Date of appointment in IA &amp; AD</b>	
<b>Parent Office</b>	
<b>Post held at present</b>	
<b>Office in which working at present</b>	
<b>Present place of posting</b>	
<b>Whether belongs to SC / ST</b>	
<b>Knowledge of Computer</b>	
<b>Details of working experience</b>	
<b>Any other relevant details</b>	