



प्रधान महालेखाकार (लेखा एवं हक.) आंध्र प्रदेश का कार्यालय  
27-37-158, 6 व 7 वां तल, स्टालिन सेंट्रल मॉल परिसर, गवर्नरपेट, विजयवाड़ा - 520002

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E), ANDHRA PRADESH  
27-37-158, 6 & 7<sup>th</sup> FLOOR, STALIN CENTRAL MALL, GOVERNORPET, VIJAYAWADA-520 002



Lr.No.PAG(A&E)/AP/Admn-I/U-III/Deptnfromotheroffices/I/504045/2024

दिनांक:24.01.2024

**अधिसूचना /NOTIFICATION No: 1**

To,

All the Heads of Department of IA&AD.

**Sub:** Deputation Notification to fill up the vacancies under various posts in O/o the Principal Accountant General (A&E) Andhra Pradesh, Vijayawada from Indian Audit & Accounts Department-reg.

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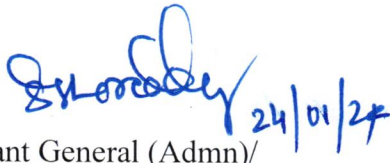
Office of the Principal Accountant General (A&E) Andhra Pradesh, Vijayawada is inviting applications from eligible officials for filling up the following vacant posts on deputation basis from amongst the officials working in Indian Audit & Accounts Department.

S.No	Name of the Post	Pay Level as per 7 <sup>th</sup> CPC
1.	Sr. Accounts Officer	Level 10
2.	Asst. Accounts Officer	Level 8
3.	Supervisor	Level 8
4.	Asst. Supervisor	Level 7
5.	Sr. Accountant	Level 6
6.	Accountant	Level 5
7.	Clerk	Level 2
8.	Sr. Data Processor (Data Entry Operator-F)	Level 8
9.	Data Processor (Data Entry Operator-E)	Level 7
10.	Sr. Console Operator (Data Entry Operator-D)	Level 6
11.	Data Entry Operator Gr-B	Level 5
12.	Data Entry Operator Gr-A	Level 4
13.	Private Secretary	Level 7
14.	Stenographer Grade-I	Level 6

1. The place of posting will be at Vijayawada. The eligibility conditions to apply for the above posts are enclosed (Annexure-I).
2. The initial term of deputation will be for a period of Three Years or such date on which the vacancy is filled up by any means, whichever is earlier. Further extension of the tenure may be considered subject to suitability and administrative convenience. Please note that the officials holding posts with higher level in the pay matrix on regular basis, should not apply for the above posts.
3. The selected officials will be entitled to Deputation (Duty) Allowance as per the existing rules.
4. The maximum age limit for appointments by deputation shall not exceed 56 years as on the closing date of receipt of application.

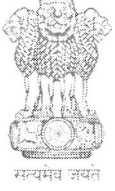
5. It is kindly requested to forward the applications of interested officials who fulfill the above criteria, in the prescribed proforma (enclosed) with your recommendation along with the below documents by 20.02.2024.
- i. Biodata & Vigilance Clearance Certificate in the prescribed proforma (enclosed).
  - ii. APARS for the last 05 years/available.

This issues with the approval of Principal Accountant General (A&E).

  
Deputy Accountant General (Admn)/  
उप महालेखाकार (प्रशासन)

Copy To

1. Notice Board



प्रधान महालेखाकार (लेखा एवं हक.) आंध्र प्रदेश का कार्यालय

27-37-158, 6 व 7 वां तल, स्टालिन सेंट्रल मॉल परिसर, गवर्नरपेट, विजयवाड़ा - 520002

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E), ANDHRA PRADESH

27-37-158, 6 & 7<sup>th</sup> FLOOR, STALIN CENTRAL MALL, GOVERNORPET, VIJAYAWADA-520 002



क्र.- प्र.म.ले.(ले. एवं. ह.)/आं.प्र./प्रशा.1/यू-III/अन्य कार्यालयों से प्रतिनियुक्ति/ /504045/2024

दिनांक:- 24.01.2024

अधिसूचना सं.1

सेवा में,

भारतीय लेखापरीक्षा एवं लेखा विभाग के सभी विभागाध्यक्ष।

विषय:- भारतीय लेखा एवं लेखापरीक्षा विभाग से प्रधान महालेखाकार (लेखा एवं हक.) आंध्र प्रदेश, विजयावाड़ा के कार्यालय में विभिन्न रिक्त पदों को प्रतिनियुक्ति पर भरने हेतु अधिसूचना-संबंधित।

प्रधान महालेखाकार (लेखा एवं हक.) आंध्र प्रदेश, विजयावाड़ा का कार्यालय भारतीय लेखा एवं लेखापरीक्षा विभाग में कार्यरत कर्मचारियों से निम्नलिखित रिक्त पदों को प्रतिनियुक्ति पर भरने हेतु पात्र कर्मचारियों से आवेदन आमंत्रित करता है:-

क्रमांक	पद का नाम	7वें वेतन आयोग के अनुसार वेतन लेवल
1	वरिष्ठ लेखा अधिकारी	लेवल -10
2	सहायक लेखा अधिकारी	लेवल -8
3	पर्यवेक्षक	लेवल 8
4	सहायक पर्यवेक्षक	लेवल -7
5	वरिष्ठ लेखाकार	लेवल -6
6	लेखाकार	लेवल -5
7	लिपिक	लेवल -2
8	सीनियर डाटा प्रोसेसर (डी.ई.ओ.-एफ)	लेवल -8
9	डाटा प्रोसेसर (डी.ई.ओ.- ई)	लेवल -7
10	सीनियर कंसोल आपरेटर( डी.ई.ओ. - डी)	लेवल-6
11	डाटा एंट्री आपरेटर ग्रेड-बी	लेवल-5
12	डाटा एंट्री आपरेटर ग्रेड-ए	लेवल-4

13	निजि सचिव	लेवल-7
14	आशुलिपिक ग्रेड-1	लेवल-6

1. तैनाती का स्थान विजयावाड़ा रहेगा। उपरोक्त पदों हेतु आवेदन करने के लिए पात्रता शर्तें (अनुलग्नक-1) में संलग्न हैं।
2. प्रतिनियुक्ति की अवधि प्रारंभ में तीन वर्ष के लिए या किसी भी साधन से रिक्ति भरने की ऐसी तिथि, जो भी पहले हो, तक होगी। अवधि में अगले विस्तार हेतु उपयुक्तता और प्रशासनिक आधार पर विचार किया जाएगा। कृपया नोट कर लें कि वेतन मैट्रिक्स में उच्च वेतन लेवल पर नियमित आधार पर पद धारण करने वाले कर्मचारी उपरोक्त पदों के लिए आवेदन न करें।
3. चयनित कर्मचारी वर्तमान नियमों के अनुसार प्रतिनियुक्ति भत्ते के पात्र होंगे।
4. प्रतिनियुक्ति पर नियुक्ति हेतु आवेदन प्राप्त करने की अंतिम तिथि तक अधिकतम आयु 56 वर्ष से अधिक नहीं होनी चाहिये।
5. इसलिए उपरोक्त पात्रता शर्तों को पूरा करने वाले इच्छुक कर्मचारियों के आवेदन निर्धारित प्रपत्र में निम्न दस्तावेजों सहित 20.02.2024 तक अग्रेषित करने का अनुरोध किया जाता है।
  - i) जीवनवृत्त और संलग्न निर्धारित प्रपत्र में सतर्कता मंजूरी प्रमाण-पत्र।
  - ii) पिछले पाँच वर्षों के ए.पी.ए.आर.

यह प्रधान महालेखाकार (लेखा एवं हक.) के अनुमोदन से जारी किया गया।

Sd/-

उपमहालेखाकार (प्रशासन)

प्रतिलिपि:-

1. सूचना पट्ट।



प्रधान महालेखाकार (लेखा एवं हक.) आन्ध्र प्रदेश का कार्यालय,

27-37-158, 6 वां तल, स्टालिन सेंट्रल मॉल परिसर, गवर्नरपेट, विजयवाडा - 520 002.

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E), ANDHRA PRADESH.

27-37-158, 6 & 7<sup>th</sup> FLOOR, STALIN CENTRAL MALL, GOVERNORPET, VIJAYAWADA - 520 002.



శ్రీశ్రీ  
Dedicated to Truth in Public Interest

### ANNEXURE-I

Sl. No	Name of the Post	Eligibility Conditions
1.	Sr. Accounts Officer	Officers working in the Indian Audit & Accounts Department (A) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with two years of regular service in level - 9 (Rs. 53100-167800) of pay matrix in the grade or equivalent. <b>and.</b> (B) possessing the following qualification and experience: (i) A pass in Subordinate Accounts Service examination.
2.	Asst. Accounts Officer	Officers working in the Indian Audit & Accounts Department (i) Holding analogous posts of Assistant Accounts Officer or Assistant Audit Officer in Level-8 in pay matrix (47600-151100); <b>or</b> (ii) who, has passed the Subordinate Accounts Service or Subordinate Audit Service Examination under other Cadre Controlling Authority in the Indian Audit and Accounts Department.
3.	Supervisor	Officers from A&E offices in Indian Audit & Accounts Department: i) holding analogous post on regular basis in the parent cadre or department.
4.	Asst. Supervisor	Officers working in the Indian Audit & Accounts Department: (a) (i) holding analogous post on a regular basis in the parent cadre or department, <b>or</b> (ii) with five years' service in the grade rendered after appointment thereto on regular basis in posts in level 6 (35400-112400) of the pay matrix or equivalent; <b>and</b> (b) possessing the following educational qualification and experience: (i) bachelor's degree from a recognized University or Institute.
5.	Sr. Accountant	Officers working in the Indian Audit & Accounts Department: (i) holding analogous post on a regular basis in the parent cadre or department, <b>or</b> (ii) with six years' service in the grade rendered after

		appointment thereto on regular basis in posts in level 5 (29200-92300) of the pay matrix or equivalent.
6.	Accountant	Officers working in the Indian Audit & Accounts Department: (i) holding analogous post on a regular basis in the parent cadre or department, <b>or</b> (ii) Clerks with five years regular service or clerks who had passed the Departmental Examination for Accountants or Auditors from other offices in the department;
7.	Clerk	Officers working in the Indian Audit & Accounts Department: (i) holding analogous post on a regular basis in the parent cadre or department.
8.	Sr. Data Processor (Data Entry Operator-F)	Officers working in the Indian Audit & Accounts Department: (a) (i) holding analogous post on a regular basis in the parent cadre or department, <b>or</b> (ii) two years' service in the grade rendered after appointment thereto on a regular basis in Level-7 in Pay Matrix (44900-142400) or equivalent in the parent cadre or department; <b>and</b> (b) possessing the following educational qualifications and experience: (i) Master's degree in computer applications/ information technology/ computer science of a recognized University/ Institute; <b>or</b> B.E/B.Tech in computer Engineering/ Computer Science/ Computer Technology/ Computer Science & Engineering/ Information Technology from a recognized University/ Institute, (ii) two years' experience of programming/ Information System in a Government office/Public Sector Undertaking/ autonomous body/ Statutory body or in any recognized institution.
9.	Data Processor (Data Entry Operator-E)	Officers working in the Indian Audit & Accounts Department: (a) (i) holding analogous post on a regular basis in the parent cadre or department, <b>or</b> (ii) Five years' service in the grade rendered after appointment thereto on a regular basis in Level-6 in Pay Matrix (35400-112400) or equivalent in the parent cadre or department; <b>and</b> (b) possessing the following educational qualifications and experience: (i) Master's degree in computer applications/ information technology/ computer science of a recognized University/ Institute; <b>or</b> B.E/B. Tech in computer Engineering/ Computer

		Science/ Computer Technology/ Computer Science & Engineering/ Information Technology from a recognized University/ Institute.
10.	Sr. Console Operator (Data Entry Operator-D)	Officers working in the Indian Audit & Accounts Department: (a) (i) holding analogous post on a regular basis in the parent cadre or department, <b>or</b> (ii) Six years' service in the grade rendered after appointment thereto on a regular basis in Level-5 in Pay Matrix (29200-92300) or equivalent in the parent cadre or department; <b>and</b> (b) possessing the following educational qualifications and experience: (i) Bachelor's degree in computer applications or information Technology or Computer Science of a recognized university or institute. (ii) A Speed test of not less than 15000 key depressions per hour for data entry work to be ascertained through speed test on computer.
11.	Data Entry Operator Gr-B	Officers working in the Indian Audit & Accounts Department: (a) (i) holding analogous post on a regular basis in the parent cadre or department, <b>or</b> (ii) Five years' service in the grade rendered after appointment thereto on a regular basis in Level-4 in Pay Matrix (25500-81100) or equivalent in the parent cadre or department; <b>and</b> (b) possessing the following educational qualifications and experience: (i) 12 <sup>th</sup> Standard pass or equivalent in Science Stream with Mathematics as a subject from a recognized Institute and 2 years' experience in EDP work in a government Office or PSU or Statutory or autonomous organizations or recognized institutions. <b>Or</b> Bachelor's degree in computer applications or information technology or computer science of a recognized University/ Institute: <b>and</b> (ii) A Speed test of not less than 15000 key depressions per hour for data entry work to be ascertained through speed test on computer.
12.	Data Entry Operator Gr-A	Officers working in the Indian Audit & Accounts Department: (a) (i) holding analogous post on a regular basis in the parent cadre or department, <b>and</b> (b) possessing the following educational qualifications and experience:

		(i) 12 <sup>th</sup> standard pass in science stream with mathematics as a subject from a recognized Board or equivalent. <b>and</b> (ii) A Speed test of not less than 15000 key depressions per hour for data entry work to be ascertained through speed test on computer.
13.	Private Secretary	Officers working in the Indian Audit & Accounts Department: (i) holding analogous post on a regular basis in the parent cadre or department; <b>or</b> (ii) with five years regular service in the Stenographer Grade-I in Level 6 (35400-112400) of Pay Matrix or equivalent in the parent cadre or department.
14.	Stenographer Grade-I	Officers working in the Indian Audit & Accounts Department: (i) holding analogous post on a regular basis in the parent cadre or department; <b>or</b> (ii) with ten years regular service rendered after appointment thereto on a regular basis in Level 4 (25500-81100) of Pay Matrix or equivalent in the parent cadre or department.

Applicants to all the above said posts should have sufficient exposure to basic working knowledge on computers in all the modules of MS Office including the knowledge of internet to send/receive e-mails.

**Note 1:** The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.

**Note 2:** The period of deputation including the period of deputation in another *ex-cadre* post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not to exceed three years.

**Note 3:** Qualifications regarding the experience (point no (b)(i)) to the post of DEO Grade-B is/are relaxable at the discretion of the competent authority.

Signed by

L R Sathya

Date: 25-01-2024 15:18:24

**Sr.Accounts Officer (Admn)**

Phone No : 0866-2999406  
Fax No : 0866-2999407

E-mail : [agaeandhrapradesh@cag.gov.in](mailto:agaeandhrapradesh@cag.gov.in)  
Website : <http://ag.ap.nic.in/>



**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E)  
ANDHRA PRADESH, VIJAYWADA  
BIO-DATA(ANNEXURE-II)**

1.	Name in Full (Sri/Smt./Ms.)	
2.	Present Post Held	
3.	Permanent Address	
4.	Present Address	
5.	Date of Birth	
6.	Qualification	i) Educational
		ii) Professional
7.	Office to which the applicant belongs	i) Parent Office
		ii) Present Office
8	Whether belongs to SC/ST	
9.	Date of Entry into Government Service	
10.	Post & Date of Entry into IA&AD	
11.	Date of Promotion to the current Post	
12.	Whether confirmed in the Entry Grade	
13.	Present Pay Level and Pay	
14.	Proficiency in computers, Details may be given	
15.	Mobile Number and Official email ID	
16.	Work Experience	
17.	Details of current deputation	
17.	Any other relevant details	

**Application to the post of :**

**Date:**

**Place:**

**Signature of the applicant**

It is certified that the above particulars furnished are correct as per our office records and there are no disciplinary/court/Vigilance Case is pending or contemplated against the applicant.

**Deputy Accountant General (Admn)**