भारतीय लेखापरीक्षा और लेखा विभाग
क्षेत्रीय प्रशिक्षण संस्थान, राँची
Indian Audit and Accounts Department
Regional Training Institute, Ranchi
No.RTI-RAN/Admn. – 25/Deptn/ Faculty/2021-22/472
Date: 10.12.2021

To

All Offices as per Mailing List of IA&AD.

Sub: - Filling up one post of Core Faculty (Gen) in RTI, Ranchi on deputation basis.

Applications are invited from eligible Sr. AOs in Indian Audit & Accounts Department for the post indicated in the table below on deputation basis in RTI, Ranchi.

Sl No	Post	Pay Level	No of Post	Eligibility/Requirement
1	Sr. AO/Core Faculty (General)	9 - 11	1	1. Holding post of Sr. AO in any Office of IAAD 2. In depth knowledge of rules, regulations, guidelines, orders and other provisions relating to Auditing. 3. Aptitude to deliver lectures 4. Age of applicants should not be more than 56 years. 5. Basic knowledge of IT, viz MS Office, SAI Training Portal, e-Office, knowledge of holding online classes on MS Team, V console etc.

Terms & Conditions:

1. In addition to taking classes, the officer will be responsible for conducting and coordinating the courses as per the Calendar of Training Program.

2. Training Allowance at prescribed rates would be admissible.

3. The term of deputation will initially be for three years and extendable thereafter on yearly basis subject to the continued suitability of the officer and administrative convenience of this Institute.

4. The applications of willing officers may be forwarded along with the following documents latest by **31.12.2021:**

    a) Particulars of applicants i.e. bio-data in enclosed format.
    b) Certificate by the Head of office to the effect that the particulars given by the applicants are correct in bio-data format.
    c) Vigilance clearance Certificate:
    d) Attested copies of ACRs/APARs dossier for the last 5 Years

[Note: The willing officers who are already on deputation may forward their application through their cadre controlling authority and their deputation to RTI will be considered afresh for 3 years.]

6.   A reference may be invited to Headquarters circular No 269/Trg Div/42-A/2019 dated 18.09.2019 wherein detailed instructions to the field offices on augmentation of staff (Administration and Faculty) have been issued for strict compliance. The instructions in said circular are reproduced below:

(i)   Field offices shall display the deputation notification issued by RTI on the notice boards and circulate among the staff giving reasonable time to the candidates for responding to the notification

(ii)   Field offices shall forward all applications received from their officers/staff against the post advertised by RTIs/RTCs to the concerned Institute/Centre, without withholding any application.

(iii) On the completion of selection process, the field offices shall obligatorily relieve the selected officials for teaching/administrative assignment at RTIs/RTCs at the earliest.

(iv)   The initial deputation period to RTI/RTC will be of three years. However, the Institute reserves the right to repatriate a deputationist at any time, if his/her performance is found unsatisfactory.

Yours faithfully,

10.12.2021

Sr Audit Officer/Admn.

Bio Data

1	Name	
2	Post Held	
3	Date of Birth	
4	Qualifications 　　i)　　Educational 　　ii)　　Professional	
5	Office to which the applicant belongs 　　I)　　Parent Office 　　II)　　Present Office	
6	Date of Entry into IAAD	
7	Year of Passing SAS Examination	
8	Date of Promotion as AAO	
9	Date of Promotion of Sr. AO	
10	Details of Exam Passed (RAE/CPD/ etc.)	
11	Present Pay & Pay Level	
12	Mobile No. and official email-id	
13	Permanent Address	
14	Present Address	
15	Experience in Taking Classes in RTI/RTC	
16	Any Other Relevant Details	

Signature of the applicant

It is certified that the above particulars are correct as per our office record.

Signature of Head of Office(With seal)