



प्रधान महालेखाकार (ले.प.1) का कार्यालय, केरल, तिरुवनंतपुरम  
**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT I),  
KERALA, THIRUVANANTHAPURAM**



No. Au/Admn.VI/DN/8-N1/2021-22/Vol.XXIII

Date: 11.10.2023

**DEPUTATION NOTICE NO 02**

Applications are invited from eligible and willing officials for deputation to the following posts.

Sl. No	Name of the post	Level in pay matrix	Desirable qualification
<b>Borrowing Department: Regional Capacity Building &amp; Knowledge Centre, Delhi</b>			
1.	Sr.AO (General Faculty)	Level 10	<ul style="list-style-type: none"><li>• Experience in teaching various audit related topics with specialization in knowledge Centre topic i.e., “Public Debt” and “Finance and Appropriation Accounts”.</li><li>• Possessing ability in the preparation of course materials, Structured Training Modules (STMs) and case studies regarding Knowledge Centre-Public Debt.</li><li>• Working proficiency in Computer.</li><li>• Experience as faculty in IA&amp;AD training institutes/other training institutes would be given preference.</li><li>• Experience in work areas related to Administration &amp; Establishment.</li></ul>
<b>Borrowing Department: Regional Capacity Building &amp; Knowledge Institute, Prayagraj</b>			
1	Assistant Administrative Officer (AAO)	Level 8	<ul style="list-style-type: none"><li>• Experience in work related to Administration &amp; Establishment.</li><li>• PFMS, IBEMS, Pay-Bill, DDO work and income tax related knowledge.</li><li>• Having knowledge in MS Word, MS Excel, MS PowerPoint, MS Access etc.</li></ul>
<b>Borrowing Department: Regional Capacity Building &amp; Knowledge Institute, Mumbai</b>			
1	Sr.AO (EDP)	Level 10	<ul style="list-style-type: none"><li>• Knowledge of basic networking hardware software, OS, Windows, Linux etc.</li><li>• Proficiency in MS Office (Word, Excel, PowerPoint, Access, etc)</li><li>• Familiarity with database topics with working experience in Oracle, SQL, Server, MySQL, Sybase, etc.</li></ul>

			<ul style="list-style-type: none"><li>• Proficiency in Data Analysis software such as IDEA, ACL &amp; understanding of Tableau, IT Audit, Knime, GeM, etc.</li><li>• Preference will be given to those having Experience as faculty in RCB&amp;KI /RCB&amp;KC.</li></ul>
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Officials working in the above-mentioned capacities with age not exceeding 56 years may submit their applications on or before 18.10.2023, through their respective administration.

*(Vide orders dated 10.10.2023 of Principal Accountant General)*

**Sd/-**  
**Senior Audit Officer / Admn**

To

1. Notice Board
2. Sr.AO/Admn. (Audit- II)
3. Branch Offices
4. ITS (for uploading in website)
5. All controlling sections for information of field parties.
6. RAOs