



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



No. Au/Admn.VI/8-55/Vol.XI

Date: 06.12.2021

**DEPUTATION NOTICE NO. 58**

Applications are invited from eligible and willing Sr. Audit Officers, Assistant Audit Officers & Assistant Supervisors for deputation to the following posts and offices.

Sl. No	Name of the post	Level in pay matrix	Eligibility/Experience
<b>Borrowing Department: Regional Training Centre (RTC), Delhi</b>			
1.	Sr.AO (EDP Core Faculty)	Level 10	<ul style="list-style-type: none"><li>• Holding analogous post of Sr. Audit Officer.</li><li>• Officers below 56 years of age would be considered.</li><li>• Knowledge of basic networking, hardware, software, Operating System – Windows, Linux, etc.</li><li>• Proficiency in MS-Office. (Word, Excel, PowerPoint, Access)</li><li>• Familiarity in Databases with working experience in one of the database like Oracle, SQL, Server, MySQL, Sybase, etc.</li><li>• Proficiency in data analysis software such as IDEA, ACL &amp; understanding of Tableau, Knime, etc.</li><li>• Familiarity with process of IT Audit and involvement in some IT audit taken up by department would be given weightage.</li><li>• Experience as faculty in IA&amp;AD training institutes/other training institute would be given preference.</li><li>• The officer would be required to handle other areas besides faculty hence experience in administration, establishment would be an added advantage.</li></ul>
<b>Borrowing Department: Regional Training Institute (RTI), Nagpur</b>			
1.	Sr.AO/AAO (IS Faculty)	Level 10/8	<ul style="list-style-type: none"><li>• In-depth knowledge and experience in delivering lectures on computer based training programmes like MS Office Oracle, CAATs – IDEA, Tableau, PL/SQL, IT Audit, Website applications etc.</li></ul>
2.	Assistant Supervisor (Administration & Training)	Level 7	<ul style="list-style-type: none"><li>• Experience in administration work such as Pay Bill, TA, Medical, Monthly expenditure statements, Headquarters returns, etc.</li></ul>

Sr. AOs/AAOs/Asst. Supervisors desirous of working in the above-mentioned capacity may submit their applications on or before 13.12.2021, through their respective administration.

*(Vide orders dated 03/12/2021 of Principal Accountant General)*

**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

**Senior Audit Officer / Admn**