



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/2023-24/ 83
Date – 09.05.2023
16

To

All Offices as per Mailing List of IA&AD.

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

Sir/Madam,

Application are invited from eligible and willing officials for filling up the following post on deputation basis:

Sl No	Post	Pay Level	No of Post	Eligibility
1	Sr. AO/AAO Core Faculty (General)	8-11	1	<ol style="list-style-type: none"> 1. Holding Post of AAO/Sr. AO in any Offices of IAAD. 2. In depth knowledge of rules, regulations, guidelines, order and other provisions related 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, preparing study material, case study, research paper, STM etc.
2. Training Allowance at prescribed rates would be admissible.
3. The term of deputation will be initially for three years and extendable thereafter on yearly basis subject to the continued suitability of the official and administrative convenience of this office.
4. Other existing terms and conditions in respect of deputation will be applicable.
5. Applications from willing and eligible officer along with following documents may be forwarded to this office latest by 02.06.2023 for consideration.
 - a. Bio data (format enclosed).
 - b. Certified copy of last five years APAR
 - c. Vigilance Clearance Certificate

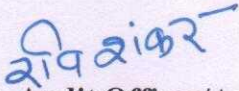
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- d. Certificate to the effect that the particulars given by the applicants are correct.

[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.]

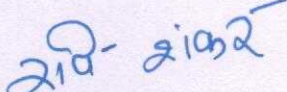
5. A reference may be invited to Headquarters circular No 269/Trg Div/42-A/2019 dated 18.09.2019 wherein detailed instructions to the field offices on augmentation of staff (Administration and Faculty) have been issued for strict compliance. The instructions in said circular are reproduced below:
- Field 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
 - Field offices shall forward all applications received from their offices/staff against the positions advertised by RTIs/RTCs to the concerned Institute/Centre, without withholding any application.
 - On completion of selection process, the field offices shall obligatorily relieve the selected officers(s) for teaching/administrative assignment at RTIs/RTCs at the earliest.
 - The initial deputation period to RTI/RTC however, reserves the right to repatriate a deputation at time, if his/her performance is found unsatisfactory.

Yours faithfully


Sr. Audit Officer/Admn

Copy to:

1. ALL IA&AD offices (by e-mail).
2. AAO (CF/IT) for hosting on the website.
3. SAO (Admn) information and record.
4. RTI Ranchi Notice Board.


Sr. Audit Officer/Admn

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Bio Data (Annexure- I)

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 IA&AD	
7.	Date of promotion to the present post	
8.	Details of knowledge & experience in the field of IT.	
9.	Any achievement in the field of IT	
10.	Present Pay and Pay Level	
11.	Mobile No and official Mail ID	
12.	Permanent Address	
13.	Present Address	
14.	Any other relevant details	

Date:

Place:

Signature of applicant

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

Signature of Head of the Office (With Stamp)