

OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA,  
NEW DELHI.

No. 140 –Staff (App)-I/05-2021/Vol. II

Dated: 01/02/2022

To

1. All the Heads of Department in IA&AD  
(except Commercial Audit offices)
2. Director (P).

Subject: Filling up the posts of Assistant Commissioner/Dy. Director Revenue in Delhi Jal Board, New Delhi on deputation basis– regarding.

Sir / Madam,

I am directed to intimate that the Delhi Jal Board, New Delhi has intimated to fill up the post of Assistant Commissioner/Dy. Director Revenue on deputation basis initially for a period of one year or till the posts are filled up on regular basis or till further order whichever is earlier. Maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of applications.

02. **The eligibility conditions are as under:-**

S. No.	Name of the post	Level in pay matrix	Eligibility/experience/terms & conditions
1.	Assistant Commissioner/ Dy. Director Revenue	Level-11	a) i) Sr. Audit Officer/Sr. Accounts Officer with 5 years regular service; or ii) Asstt. Audit Officer/Asstt. Accounts Officer with 6 years regular service. b) Possessing the following educational qualifications and experience: (i) Degree from a recognized university (ii) Five years experience in Administration & Establishment matters.

03. In this regard, it is requested to kindly recommend the names of eligible officers who are willing and can be spared immediately in the event of their selection for the post of Assistant Commissioner/Dy. Director Revenue on deputation basis. The recommendations accompanied with the following documents / certificates may kindly be sent to the **Asstt. Comptroller and Auditor General (N)-I latest by 10/02/2022.**

- i. Bio-data (2 copies) in the enclosed prescribed proforma;
- ii. Photocopies of complete and up to date ACR/APARs for the last 5 years duly attested on each page and
- iii. Integrity Certificate / Vigilance Clearance Certificate and statement of major/minor penalty during last 10 years.

05. The candidate once selected for the post will not be allowed to withdraw their candidature subsequently.

06. While forwarding the recommendations the Sanctioned Strength, Person-in-Position and vacancies in Sr. AO/AAO cadres may specifically be indicated in the forwarding letter.

Encls:-As above.

Yours faithfully,



(R. K. Tiwari)  
Sr. Administrative Officer (App)-I

**BIO -DATA**

1. Name of the post applied for :
2. Name :
3. Present post held  
and Date from which present post held:
4. Date of Birth :
5. Gender: Male/Female :
6. Date of superannuation :
7. Educational Qualification :
8. Mobile No. & e-mail ID :
9. Permanent Address :
10. Postal Address :
11. Nature of duties performed as AAO/A.O/Sr. AO: . . . . .  
(Enclose a separate sheet duly authenticated by the department, if space below is insufficient)

From	To	Nature of duties performed

12. Level in Pay Matrix :
13. Basic Pay in Level in the Pay Matrix :

( Signature of candidate )

Date :

It is certified that particulars furnished are correct and no vigilance case/disciplinary proceedings or criminal proceeding is either pending or contemplated against the officer and no penalty, major or minor, was imposed on the officer during the last 10 years. The integrity of the officer is beyond doubt.

Signature of the Head of Department  
(with stamp)