

Filling up the post of AAO/SAO in RTI Chennai on the deputation basis-reg.

Applications invited from:

All Eligible and Interested candidates

Last date to submit Applications to Admn-1 Section through proper channel forwarded through concerned wing/section: 29.03.2023



भारतीय लेखापरीक्षा तथा लेखा विभाग
क्षेत्रीय प्रशिक्षण संस्थान, चेन्नई
INDIAN AUDIT AND ACCOUNTS DEPARTMENT
REGIONAL TRAINING INSTITUTE, CHENNAI

RTI/ADMN/II/DEPT./2022-23/ 378

Dated 15.03.2023

To,

All the Heads of Offices of IA&AD

(as per mailing list)

SUB: Filling up of ONE post of FACULTY MEMBER (IS) in RTI Chennai on
Deputation basis – reg.

SIR/MADAM,

Applications are invited from eligible Officers viz. SAOs/AAOs for filling up ONE
post of Faculty Member (IS) on deputation basis on usual terms and conditions.

ELIGIBILITY:

1. The Officer should have ample knowledge and experience in handling classes in MS Office applications, Oracle, SQL, IDEA, IT Audit, Postgresql and KNIME.
2. CIA or CISA qualification is preferred.
3. Proficiency in SAI portal is essential.
4. Age of the Officer should not be more than 56 years on the date of issue of this Notification.
5. The Officer should hold analogous post on a regular basis for a minimum of two years.

OTHER TERMS AND CONDITIONS:

1. The term of deputation shall initially for a period of THREE years extendable on yearly basis subject to administrative convenience and consent of lending Office/HQrs.
2. The selected Officer is entitled for training allowance @ 12% of basic pay.

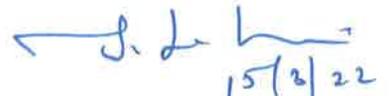
3. The Officer will be in charge of all IT related purchases and their maintenance. Technical knowledge, both hardware and software is desired. Proficiency in GeM portal is also desired.

It is requested that names of willing SAOs/AAOs, who fulfill the eligibility criteria may be forwarded along with their bio-data in the prescribed format, certificate of no charges/vigilance/court case pending and grading of the individual in APAR/SPARROW for the last five years i.e. from 2017-18 to 2021-22 on or before 15.04.2023

A copy of duties attached to the post is attached herewith.

This issues with the approval of Director General.

Yours faithfully,


15/3/22
Senior Audit Officer(Admn.)

PROFORMA

NAME IN FULL (CAPITALS LETTERS)	
DATE OF BIRTH	
QUALIFICATION 1. EDUCATIONS 2. PROFESSIONAL	
DATE OF ENTRY IN TO GOVERNMENT SERVICE	
DATE OF ENTRY INTO IAAD	
DATE OF PASSING OF EXAMS 1. SOG/SAS (WITH STREAM) 2. RA 3. CPD I 4. CPD II 5. CPD III 6. OTHER EXAMINATIONS	
DATE OF PROMOTION 1. SO 2. AAO 3. AO 4. SAO	
BASIC PAY AS ON 01.01.2023 WITH PRESENT PAY (LEVEL/MATRIX)	
PARENT OFFICE	
EXPERIENCE IN RELEVANT FIELD	
CONTACT DETAIL 1. MOBILE NO 2. CAG MOBILE ID 3. PRESENT ADDRESS 4. PERMANENT ADDRESS	
ANY OTHER RELEVANT INFORMATION	

SIGNATURE OF THE APPLICANT

DUTIES OF FACULTY MEMBER (IS)

1. All works relating to IS Courses
2. Preparation of Annual Calendar of Training Programme for IS Courses
3. Preparation of course schedule, coordinating and conducting all advance IS courses
4. Selection of Guest Faculty
5. Preparation of course materials/handouts, A V aids and handling sessions
6. Assessment and evaluation of effectiveness of training
7. Developing and standardizing course ware
8. Liaison with HQrs/Other training Institutes for faculty support
9. Overall supervision of working of EDP Training
10. Purchase and maintenance of all IT related items and other issues connected with EDP training
11. Any other work assigned by HQrs/Director General/Principal Director from time to time.

OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA
9, DEEN DAYAL UPADHYAY MARG, NEW DELHI – 110 124

No. 269/Trg. Div./42-A/2019
Dated 18.09.2019

TRAINING DIVISION
CIRCULAR

To

Heads of Department of IA&AD offices
(As per e-mail list)

Subject: Deputation of staff to RTIs/RTCs

Madam/Sir,

Regional Training Institutes (RTIs)/Regional Training Centres (RTCs) are the centres for capacity building of Indian Audit & Accounts Department and enrich the human capital of its user offices across India.

2. The staff working at RTIs/RTCs are appointed on deputation basis from field offices of the department across India. To augment the staff (Administration and Faculty) in RTIs/RTCs, the competent authority has decided that while deputing staff to RTIs/RTCs, all the field offices shall strictly adhere to the following instructions:
 - (i) Field offices shall display the deputation notifications issued by RTIs/RTCs 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 the applications received from their officers/staff against the positions advertised by RTIs/RTCs to the concerned Institute/Centre, without withholding any application;
 - (iii) On completion of selection process, the field offices shall obligatorily relieve the selected officer(s) for teaching/administrative assignments at RTIs/RTCs at the earliest.
 - (iv) The initial deputation period to RTIs/RTCs will be for 3 years and extendable on yearly basis thereafter. The RTI/RTC however, reserves the right to repatriate a deputationist at any time, if his/her performance is found unsatisfactory.
3. Receipt of this circular may please be acknowledged by email to trgwing@cag.gov.in

Yours faithfully,


(Kulwant Singh)
Principal Director (Training)