

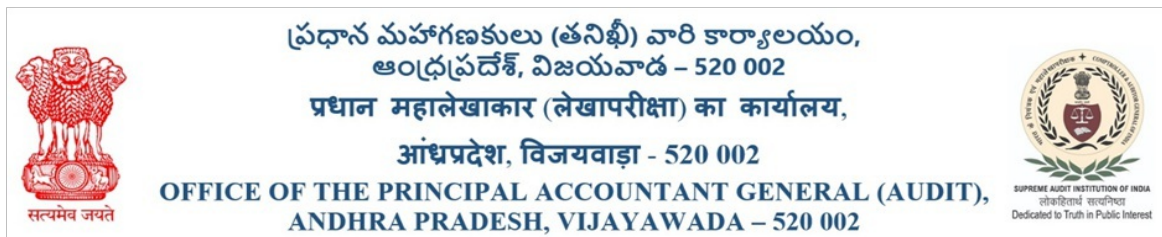
**Filling up of vacancies in on deputation basis.**

**Applications invited from:**

All interested and eligible officers/officials only.

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

1. RCB&KI, Jammu-20.11.2024.
2. O/o PAG (Audit), AP, Vijaywada-18.11.2024



**No. PAG(Au)/AP/Admn-I/HR-II/Dept./F-60 /2024-25/ Date: 21-10-2024**

**Notice No.45**

To

All Offices of IA&AD as per mailing list.

**Sub: Filling up of vacancies in various cadres on deputation basis in the O/o PAG(Audit), AP- Reg.**

Sir/Madam,

Applications are invited from officials working in the Indian Audit & Accounts Department to the posts of Assistant Supervisor, Senior Auditor, Auditor and Clerk on deputation basis in this office on usual terms and conditions as stipulated in DoPT OM No. F.No.2/6/2016-Estt. (Pay-II) dated: 22.04.2016 as amended from time to time.

**Eligibility conditions for deputation is as under:**

Sl. No.	Name of the Post	Level in Pay matrix	Eligibility criteria/ Experience
1.	Assistant Supervisor	Level -7	Officials working in the Indian Audit & Accounts Department: (a) (i) holding analogous post on a regular basis in the parent cadre or department, or (ii) with five years' service in the grade rendered after appointment thereto on regular basis in posts in level-6 (35400-112400) of the pay matrix or equivalent; and (b) possessing the following educational qualification and experience: (i) Bachelor's degree from a recognized University or Institute.
2.	Senior Auditor	Level-6	Officials working in the Indian Audit & Accounts Department: (i) holding analogous post on a regular basis in the parent cadre or department, or (ii) with six years' service in the grade rendered after appointment thereto on regular basis in posts in level-5 (29200-92300) of the pay matrix or equivalent.
3.	Auditor	Level-5	Officials working in the Indian Audit & Accounts Department: (i) holding analogous post on a regular basis

			in the parent cadre or department, or (ii) Clerks with five years regular service or clerks who had passed the Departmental Examination for Accountants or Auditors from other offices in the department;
4.	Clerk	Level- 2	Officials working in the Indian Audit & Accounts Department: (1) holding analogous post on a regular basis in the parent cadre or department.

**The terms of deputation and selection process:**

1. The period of deputation shall be initially for one year which may be extended on yearly basis subject to performance of the official concerned and administrative convenience.
2. The Officials can be repatriated at any time as per the administrative convenience or if his/her performance is found unsatisfactory.
3. Maximum age limit should not exceed 56 years as on closing date of application.
4. The selected Officer(s)/ Officials(s) will be entitled to Deputation Allowance as applicable in accordance with the relevant instructions of DoPT as amended from time to time.
5. Any of the terms and conditions mentioned above can be varied at the discretion of the competent authority of this office.

Applications of the willing Officer/ Official along with their Bio-data, vigilance clearance to the effect that no Disciplinary/ Court/ Vigilance case is either pending or contemplated against the applicant, Integrity certificate and attested copies of APARs for the last five(05) years may be forwarded to Senior Deputy Accountant General (Admn.), O/o PAG(Audit), Andhra Pradesh, 9<sup>th</sup> Floor, Stalin Central, Governorpet, Vijayawada-520002 through proper channel on or before **18-11-2024**. Upon dispatch through post, the requisite documents of the eligible candidates forwarded by the respective Parent Offices may be scanned and sent to email "[admin1.anp.au@cag.gov.in](mailto:admin1.anp.au@cag.gov.in)" in order to avoid postal delay.

**Encl: Bio data Form**

**BHASKAR KALLURU**

**Sr. Deputy Accountant General (Admn)**

Digitally signed by

Bhaskar Kalluru

Date: 21-10-2024 15:02:23

**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT)**  
**ANDHRA PRADESH, VIJAYAWADA**  
**BIO-DATA**

Application to the post of: \_\_\_\_\_

1.	Name in Full (Sri/Smt./Ms.)	
2.	Present Post Held	
3.	Permanent Address	
4.	Present Address	
5.	Date of Birth	
6.	Qualification	i)Educational
		ii)Professional
7.	Office to which the applicant belongs	i)Parent Office
		ii)Present Office
8.	Whether belongs to SC/ST	
9.	Date of Entry into Government Service	
10.	Post & Date of Entry into IA&AD	
11.	Date of Promotion to the current post	
12.	Whether confirmed in the Entry Grade	
13.	Present Pay Level and Pay	
14.	Proficiency in computers, Details may be given	
15.	Mobile Number and Official email ID	
16.	Work Experience	
17.	Details of current deputation	
18.	Any other relevant details	

Date:

Place:

Signature of the Applicant

Counter Signature of the Branch Officer in charge of Administration

**O/o THE DIRECTOR GENERAL REGIONAL CAPACITY BUILDING &  
KNOWLEDGE INSTITUTE, JAMMU**

No: RCB & KI/J/A/2024-25/Dep/505

Dated: 22-10-2024

To

CAG-All Offices (as per mailing list),

Subject: Deputation for the two posts of Clerk in RCB & KI, Jammu -regarding.

Madam/Sir,

In continuation to this office notification issued under No: RTI/J/A/Dep/2024-25/397 dated 11-09-2024, the applications are again invited from the desirous candidates for 02 posts of Clerk on deputation basis in this office on usual terms and conditions. The eligibility criteria for deputation are as under:

S. No	Name of the Post	No of vacancies
1.	Clerk	02

**Eligibility criteria:**

1. Holding Analogous Post on regular basis in the parent office.
2. The applicant should be proficient in diarizing of DAK, maintenance of sectional diaries, proficiency in English and Hindi typing work in MS Office and MS Excel. Handling of Administrative work, such as correspondence and preparation of administrative reports including any other administrative work assigned by officers. The applicants possessing knowledge of working in the e-office will be given preference.
3. Minimum 03 years' experience
4. The application of the eligible and willing officials who can be spared immediately in the event of their selection on deputation to this office, accompanied with the following documents/certificates may kindly be forwarded to the undersigned latest by **20-11-2024**.
  - i) Bio-Data
  - ii) Copies of APAR for the previous 3 years.
  - iii) Integrity certificate/Disciplinary/Vigilance clearance certificate.

**Terms of deputation & selection process**

1. The required documents of the eligible candidates forwarded by the respective parent offices may be scanned and sent by email to avoid postal delay.
2. The RCB & KI reserves the right to repatriate a deputationist at any time, if his/her performance is not found satisfactory.
3. Selection of a suitable official shall be made through the appropriate selection procedure for knowledge and skill based jobs and the selection of the applicant shall be notified.
4. Deputationist will be eligible for deputation (Duty) allowance as per extant rules.

5. The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of application.
6. The candidate once selected for the post will not be allowed to withdraw his/her candidature subsequently.
7. The initial period of deputation will be for a period of three years and is extendable subject to performance and approval of Competent Authority.

A reference is invited to Headquarters Circular **No. 269/Trg. Div./42-A/2019 dated 18.09.2019** wherein detailed instructions to field offices on augmentation of staff (Administration and Faculty) in RTIs/RTCs were issued for strict compliance. The instructions in the said circular are re-iterated below:

- a. Field offices shall display the deputation notifications issued by RCB & KIs on the notice boards and circulate among the staff giving reasonable time to the candidates for responding to the notification;
- b. Field offices shall forward all applications received from their officers/staff against the positions advertised by RCB & KIs to the concerned Institute/Centre, without withholding any application;
- c. On completion of the selection process, the field offices shall obligatorily relieve the selected official for administrative assignments at RCB & KIs at the earliest.

Yours faithfully,

Sd/-  
Sr. Administrative Officer (Admn)