

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A & E), WEST BENGAL
TREASURY BUILDINGS, KOLKATA-700001

Office Order (Admn. Series) No. PAGAEWB/02/02/213/2022-23/134

Date: 30.06.2022

Applications are invited from the eligible and willing officials of other offices of IA&AD or Central Ministries for filling up of two (02) vacant posts in the cadre of DEO Grade 'A' on deputation basis for an initial period of one year, extendable thereafter subject to vacancy and acceptance of the competent authority.

Eligibility Criteria:

Name of the post	No. of posts	Pay Level As per Pay Matrix of 7 th CPC	Eligibility/Experience
Data Entry Operator Grade A	02	Pay level 04	<p>i Holding analogous posts on regular basis;</p> <p>ii Maximum age for the applicants is 56 years as on 29.07.2022;</p> <p>iii <u>Possessing the following educational qualifications:-</u></p> <p>12th Standard pass or equivalent in Science Stream with Mathematics as a subject from recognized Board with one year Diploma in Computer application or DOEACC-A level from recognized Institute and 2 years experience in a Govt. Office or PSU or Statutory or autonomous organizations or recognized Institution;</p> <p style="text-align: center;">OR</p> <p>Bachelor's Degree in Computer Applications or Information Technology or Computer Science of a recognized university/Institute.</p>

The willing and eligible officials are requested to submit their application through proper channel along with bio-data in prescribed format, attested copies of APAR for last five years and vigilance clearance certificate to this office latest by 29.07. 2022.

[Authority: Pr. Accountant General (A&E) dated: 30.06.2022]


(Tanmay Jana)
Sr. Dy. Accountant General (Admn)

Bio-data

1.	Name of Applicant		
2.	Date of Birth		
3.	Present Post Held		
4.	Name of Office		
5.	Date of Joining		
6.	Present Pay Level and Pay		
7.	Whether belongs to SC/ST		
8.	Whether probation period completed		
9.	Educational Qualification	Stream	Subject
	10 Standard		
	10+2 Standard		
10.	Whether, Diploma in Computer application or DOEACC-A level (mention if any)		
11.	Work experience:		
12.	Present Address		
13.	Permanent Address		
14.	Mobile No and email ID		

Date:
Place:

Signature:.....
Name:
Designation:.....

Countersigned By:

Seal :