



OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E),
ODISHA, BHUBANESWAR – 751 001.

No. Admn-I-Welfare Asst. /310

Date-06.07.2022

To

All Heads of the Department
(as per mailing list)

Subject: Filling up vacancy on deputation basis in the cadre of Welfare Assistant in the Office of the Principal Accountant General (A&E), Odisha, Bhubaneswar.

Sir / Madam,

Applications are invited to the post of Welfare Assistant on deputation basis on usual terms and conditions stipulated in DOPT OM No.F.No.2/6/2016-Estt.(Pay-II) dated 22.04.2016 as amended from time to time.

The eligibility criteria for deputation are as under :-

1. Holding analogous posts on regular basis in the parent cadre or department or ;
2. With combined regular service of 3 years in the grade of Senior Accountant / Senior Auditors and Assistant Supervisor (Accounts) / Assistant Supervisor (Audit) in the Pay Matrix Level – 6 / Level – 7 or equivalent Pay Level in the parent cadre of Department and possessing three (03) years experience in the field of Welfare or Community activities, House Keeping, Sports and Cultural activities, Personnel Administration including settlement of personal claims, etc;
3. The maximum age limit for appointment on deputation shall be not exceeding 56 years as on the closing date of receipt of applications.
4. The Deputation (duty) allowance will be payable at the rate of 5% of the basic pay subject to maximum of Rs.4500/- per month in the case of deputation within the same station.
5. In other cases, the Deputation (duty) allowance will be payable at the rate of 10% of the basic pay subject to maximum of Rs.9000/- per month.

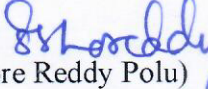
Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some organization or Department of the Central Government shall ordinarily not exceed three (03) years.

The eligible and willing officials may apply in enclosed proforma through proper channel so as to reach Sr. Accounts Officer (Admn.) on or before 05th August, 2022.

Applications received after the prescribed date will not be entertained.

Yours faithfully,

Encls : Biodata form


(Kishore Reddy Polu)
Deputy Accountant General (Admn.)

06/07/22

BIO DATA

1.	Name in Full (in Block Letters)	
2.	Fathers Name	
3.	Date of Birth	
4.	Designation	
5.	Permanent Address	
6.	Educational Qualification	
7.	Pay and Level in Matrix	
8.	Date of appointment in Govt. service/cadre	
9.	Date of promotion to the present cadre	
10.	Department examination passed	
11.	Experience ,if any	
12.	Email ID	
13.	Mobile Number	

Date-

Signature of the applicant

Signature of the Forwarding Officer of the office concerned.