

कार्यालय महानिदेशक लेखापरीक्षा (इस्पात), राँची
OFFICE OF THE DIRECTOR GENERAL OF AUDIT (STEEL), RANCHI
AE/ WA/ 2022/1067 Dated:

Subject: Filling up vacancy on deputation basis in the cadre of Welfare Assistant in the Office of the Director General of Audit (Steel), Ranchi.

Sir/ Madam,

Applications are invited to the post of Welfare Assistant on deputation basis on usual terms and conditions stipulated below:

1. One post of Welfare Assistant in the Pay Band - 2 of Rs. 9300-34800 and Rs.4800 GP is likely to fall vacant shortly at Headquarters Office, Ranchi. The Welfare Assistant will assist the Welfare Officer / Director General to discharge his functions to attend to various Welfare activities as prescribed in the Annexure, Liaison with the DDOS / PAOS, where necessary, to ensure quick payment of dues under group Insurance Scheme, Provident Fund Pension DCRG etc. Rendering assistance to the families of the deceased employee who die in harness to get various application forms filled in by them and for appointment of their dependents where they are eligible and deserving.
2. He will also attend to any other welfare work assigned to him by the Welfare Officer / Dy. Director / Director General. The appointment will be by transfer on deputation basis. The eligibility for Welfare Assistant post are as detailed below:
 - i) Sr. Auditors / Stenographers Gr.II having 5 years regular service in the grade.
 - ii) Auditors / Stenographers Gr.III with 9 years regular service in the grade as on 01.07.2022 and possesses 3 years experiences in the field offices are eligible for the post. Participation in sports and cultural activities and aptitude for welfare activities will be considered as desirable qualifications.
3. The staff on their appointment as Welfare Assistant will be eligible to draw grade pay plus deputation (duty) allowances or the scale of the post in terms Ministry of Personnel Public Grievances & Pension, Deptt. of Personnel & Training O.M. No. 2 /8 /97 – Estt. (Pay - II) dated 11.03.1998. Sr. Auditor who have already been upgraded under ACP scheme, selection to the post of Welfare Assistant, his pay will be regulated as per para 3 of C & AG's letter No. 519 - NGE (APP) / 21-2000 Vol - II dated 18.05.2001 circulated vide this office letter No. AE / ACP / 99-2000 / 1344 / 521-36 dated 16.06.2001.
4. The eligible & Willing officials may send their application in the enclosed proforma on or before **25.07.2022**.

Director (H&A)

