

संख्या : 35/पी. डी. ए. /AFWR/प्रशासन/२२३६ दिनांक २५.07.2022

सेवामें,

All Heads of Department of Audit Offices,  
(In IA&AD)  
(As per mailing list)

विषय: Deputation Assignment for filling up vacant post of Sr. Auditors/Auditors.

महोदय/महोदया,

The posts of Sr. Auditor/Auditor in the Pay Level-6/Level5 and Assistant Supervisor Pay Level-7 are vacant in this office and these posts would be filled up on deputation basis. Applications from desirous candidates are invited for the deputation assignment on usual terms and conditions stipulated in DOPT's OM No. 6/8/2009 (Estt. (Pay.II) dated 17.06.2010 and as amended from time to time, as per details of vacancy position given below: -

S.No.	Designation	Vacant post in office	No. of vacancies
1.	Assistant Supervisor (inlevel-7)	Chennai	2
		Hyderabad	1
		Thiruvananthapuram	1
		Mumbai	2
		Bhopal	1
2.	Senior Auditor/Auditor (in level 6)	Chennai	1
		Hyderabad	1
		Kochi	1
		Mumbai	1
		Bhopal	1
3.	Auditor (in level 5)	Chennai	5
		Thiruvananthapuram	2
		Hyderabad	2
		Kochi	2
		Mumbai	5
		Bhopal	3

Continued

The Assistant Supervisor/Sr. Auditors/Auditors working in IA&AD and willing to apply for the vacant post should have: -

1. Experience in administrative work, bills, office establishment and training related work.
2. Knowledge of computers (MS Word, MS Excel)/IT skills is essential.
3. Selection of suitable candidate will be made by adopting the appropriate selection procedure based on the requirement of knowledge and skills involved in the job. The selection of the applicant will be notified.
4. All candidates who are willing should apply through their respective Parent Offices. In accordance with Headquarters' instructions, the Parent Offices are requested to forward the applications of all willing candidates alongwith the Bio-data (Annexure enclosed) and APARs for the last five years and vigilance clearance certificate (format enclosed) to this office, so as to reach this office latest by 14.08.2022.
5. The term of deputation will be initially for a period of one year and may be extended thereafter subject to his/her continued suitability and administrative convenience. While working in this office the selected official will draw his/her basic pay plus Deputation Allowance as applicable on his/her basic pay and as admissible under extant rules.
6. SAS passed Senior Auditors/Auditors who are likely to be promoted as AAOs in the next three years need not apply.
7. Maximum age limit for appointment by deputation shall not exceed 56 years as on date of application for the post. The applications of the officials working in the office on deputation basis on normal terms and conditions shall be forwarded through their respective Parent Office(s). The officials working on deputation basis shall not have right for absorption in any post in this office.
8. Field offices shall display the deputation notifications issued by this office on the notice boards and circulate among the staff giving reasonable time to the candidates for responding to the notification.
9. This office reserves the right to repatriate a deputationist at any time if his/her performance is found unsatisfactory.
10. The number of vacancies mentioned in the circular are tentative which may increase/decrease at the time of consideration of deputation of the candidates.

This issues with the approval of Director General of Audit (Agriculture, Food and Water Resources), New Delhi.

संलग्न: यथोपरि

भवदीया

  
(पूनम कुल्हारी)  
उप निदेशक(प्रशासन)

Latest  
Passport  
Size Photo

Bio-Data (Annexure)

1.	Name in full (S/Sri/Smt./Ms)	
2.	Present Post Held	
3.	Permanent Address	
4.	Present Address	
5.	Date of Birth	
6.	Qualifications (i). Educational (ii) Professional	
7.	Office to which the applicant belongs (i). Parent Office (ii). Present Office	
8.	Whether belongs to SC/ST/Neither	
9.	Date of entry into Government Service.	
10.	Date of entry in IA&AD.	
11.	Date of Promotion as Senior Audit/Auditor.	
12.	Proficiency in Computers, Detail may be given.	
13.	Present Pay and Pay Level.	
14.	Details of MACP (I, II or III), if Any granted and date of grant of MACP.	
15.	Mobile Number and official email ID	
16.	Any other relevant details.	

Date:

Place:

(Signature of the applicant)