

भारतीय लेखापरीक्षा और लेखा विभाग
क्षेत्रीय प्रशिक्षण संस्थान, कोलकाता

संख्या : RTI/Kolkata/Deputation/2019-20/1098
दिनांक: 04/11/2022

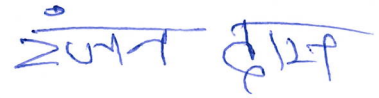
सेवा में,
All offices in IAAAD
(CAG-ALL-OFFICES@lsmgr.nic.in),
(CAG-IAAD@LSMGR.NIC.IN)

महोदय/महोदया,

इस कार्यालय का पत्र संख्या: RTI/Kolkata/Deputation/2019-20/1098
दिनांक: 04/11/2022 आपके कार्यालय को सूचना/ आवश्यक
कार्यवाही हेतु प्रेषित किया जा रहा है।

भवदीय,

संलग्न: यथोपरि



वरिष्ठ लेखापरीक्षा अधिकारी/प्रशासन

वरिष्ठ लेखा परीक्षा अधिकारी (प्रशिक्षक प्रशासन)
Senior Audit Officer (Faculty / Admn.)
क्षेत्रीय प्रशिक्षण संस्थान कोलकाता
Regional Training Institute Kolkata



भारतीय लेखापरीक्षा और लेखा विभाग
INDIAN AUDIT & ACCOUNTS DEPARTMENT
क्षेत्रीय प्रशिक्षण संस्थान, कोलकाता
REGIONAL TRAINING INSTITUTE, KOLKATA



No. RTI/Kolkata/Deputation/2019-20/ 1098

Dated: 04.11.2022

To
All Offices in IA&AD
(CAG-ALL-OFFICES@lsmgr.nic.in),(CAG-IAAD@LSMGR.NIC.IN)

Subject: Deputation for one post of Assistant Audit Officer interchangeable with Sr. Audit Officer for OIOS helpdesk in RTI, Kolkata for implementation of OIOS.

Sir/Madam,

A reference is invited to Headquarter's Office letter No. 733/Staff-S&R/CC/26-2021 dated 28.10.2022 regarding creation of post of AAO for One IAAD One Systems (OIOS) helpdesk in RTIs/RTCs for implementation of OIOS. In view of this, application from desirous candidates are invited with regard to this deputation assignment as per instructions given below:

S. No.	Post	No of vacancies
1.	Assistant Audit Officer interchangeable with Sr. AO for the One IAAD One System (OIOS) functional help desk	01

The Sr. AO/ AAO shall be responsible for handholding the Audit offices in roll out of OIOS and would be acting as OIOS helpdesk in RTI, Kolkata for implementation of OIOS. Sr. AO/ AAO with wide exposure to Audit and comfortable in using IT systems will be preferred for the post. Job nature may require travelling to Delhi and outstations. The requirements for OIOS are that the official concerned would act as a functional Help Desk for the concerned Audit Offices within the jurisdiction of RTI Kolkata. He/ she would also help in delivering capacity building sessions/ training programmes/ courses relating to OIOS. The resource would also help the OIOS Central Team in IAAD in conducting OIOS UAT (User Acceptance Testing)/Stage 0 testing, and also hand holding testers in the field offices for User Acceptance Testing (UAT).

Eligibility Criteria

1. Holding analogous post of Sr. AO/ AAO.
2. Knowledge relating to overall Auditing in IA &AD is necessary.
3. Regular working proficiency in computers and comfort in using IT Systems is necessary. The skill sets required are reasonable IT skills (i.e. use of MS Office and web browsers) and good communication skills. Knowledge of data analytics packages/ CAATs is **NOT** necessary.

Application of Senior Audit Officer/ Assistant Audit Officer who are willing to be considered for deputation to RTI, Kolkata may be forwarded to this office on or before 25.11.2022 along with their Bio-Data (Format enclosed), copies of APAR for the last three years and vigilance clearance certificate.

The term of deputation will be initially for a period of three years and may be extended thereafter, subject to his/her continued suitability and administrative convenience. While working at RTI, Kolkata, the selected official will draw his/her basic pay plus training allowance as applicable on his/her basic pay as admissible under extant rules.

A reference is invited to Headquarters circular No. 269/Trg. Div./42-A/2019 dated 18.09.2019 wherein the detailed instructions to field offices on augmentation of staff in RTIs/RTCs were issued. The important instructions in the said circular are re-iterated below:

- Field offices shall display the deputation notifications issued by RTIs/ RTCs on the notice boards and circulate among the staff giving reasonable time to the candidates for responding to the notification;
- Field offices shall forward all applications received from their officers/staff against the positions advertised by RTIs/RTCs to the concerned Institute/Centre, without withholding any application;
- On completion of selection process, the field offices shall obligatorily relieve the selected officer(s) for teaching/administrative assignments at RTIs/RTCs at the earliest.
- The initial deputation period to RTIs/RTCs will be for 3 years and extendable on yearly basis thereafter. The RTI/RTC however, reserves the right to repatriate a deputationist at any time, if his/her performance is found unsatisfactory.

This issues with the approval of the Principal Director.

Encl: As above

Yours faithfully,



Sr. Audit Officer/Administration

BIO-DATA

Name in full	
Permanent address	
Present address	
Date of Birth	
Educational qualification	
Date of appointment in IA & AD	
Parent office	
Post held at present	
Office in which working at present	
Present place of posting	
Whether belongs to SC/ST	
Knowledge of Computer	
Details of working experience	
Official email id	
Mobile Number	
Any other relevant details	