

**OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA,
NEW DELHI.**

No. 309 –Staff (App)-I/01-2023/Vol.I

Dated: 16/02/2023

To

1. All the Heads of Department in IA&AD
2. Director (P).

Subject: Filling up 12 posts of Accounts Officer at various places (level 10) and 01 post of Accounts Officer at Gorakhpur (level 07) in ICMR, Delhi on deputation basis.

Sir / Madam,

I am directed to intimate that ICMR, Delhi has intimated to fill up 12 posts of Accounts Officer at various places (level 10) and 01 post of Accounts Officer at Gorakhpur (level 07) on deputation basis. Maximum age limit shall not exceed 56 years as on the closing date of receipt of application. The period of deputation shall be initially for period of three years which could further be extended on yearly basis for two more years.

2. The eligibility conditions for the posts are as under:-

Name of post	Pay Scale	Eligibility Criteria
<u>Accounts Officer</u> 12 Posts (03 in Delhi, 01 in Agra, 01 in Ahmedabad, 01 in Bengaluru/ Belagavi, 02 in Hyderabad, 01 in Puducherry, 01 in Jabalpur, 01 in Mumbai and 01 in Chennai)	Level 10	Sr. Audit Officer/ Sr. Accounts Officer (Level 10); or AAO with 04 years of regular service; And 02 years working experience in Budget/ Finance/ Accounts
<u>Accounts Officer</u> 01 post in Gorakhpur	Level 07	i) Asst. Supervisor/ Sr Accountant/ Sr. Auditor with 05 years of service ii) B.com degree from a recognized University or CA or ICWA iii. Working knowledge of Computer and Accounts Software. iv) Two years working experience in Budget/Finance/Accounts

3. In this regard, it is requested to kindly recommend the names of eligible officers/ officials who are willing and can be spared immediately in the event of their selection for the above mentioned post on deputation basis after following the provisions given in Deputation Policy for non-IA&AS Officers for deputation outside IA&AD as circulated vide circular No. 1050-Staff (App)-I/05-2022 dated 28.06.2022. The recommendations accompanied with the following documents / certificates may kindly be sent to the **Asstt. Comptroller and Auditor General (N)-I latest by 22/02/2023:**

- i. Application (in duplicate) only in the prescribed proforma (Annexure enclosed) of willing and eligible Candidates with certification by employer.
 - ii. Duly attested copies of each page of APARs for the last 5 years (2017-18 to 2021-22).
 - iii. Latest vigilance certificate, integrity certificate and CR dossiers
4. Applications received after 22/02/2023 will not be considered under any circumstance.
5. **In case of selection, the candidate will not be allowed to withdraw the application. In case of withdrawal of willingness after selection, the candidate will be debarred from applying to the deputation for 03 years from the date of communication of the selection by the borrowing department.**

Encls:-As above.

Yours faithfully,


(R.K. Tiwari)

Sr. Administrative Officer (App)-I

9 (a) Educational Qualifications

(b) Professional Qualifications, if any

10 Experience, particularly relating to Health Sector/Finance/Accounts

11 Date of return from last ex-cadre post, if any date of completion of cooling off period, if applicable

<input type="text"/>	DD	<input type="text"/>	MM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	YYYY
<input type="text"/>	DD	<input type="text"/>	MM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	YYYY

12 Whether all eligibility conditions are fulfilled :

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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13 (a) Postal address for communication with Pin Code (in block letters)

Telephone No.

Mobile No.

E-mail ID

(b) Postal address of Parent Department with PIN Code and Telephone/Fax Number/E-mail ID (in block letters)

Certified that the information furnished above by me is correct

Signature of the applicant with date

Part-II

(To be filled by the Cadre Controlling Authority of the applicant)

- 1 Certified that the particulars given above by the applicant are correct as per the records available in the Department/Office of _____
- 2 It is also certified that Shri/Ms _____ is clear from Vigilance Angle and no disciplinary proceedings are pending or contemplated against him/her
- 3 It is also certified that integrity of Shri/Ms _____ is _____
- 4 The attested copies of the Annual Confidential Reports (ACRs/Annual Performance Appraisal Reports (APARs for the last 5 years, i.e. 2017-2018, 2018-2019, 2019-2020, 2020 - 2021 and 2021-2022) are enclosed along with NRC for the period _____ (if ACR/APAR for period of more than 3 months is not available/recorded then ACRs/APARs prior to 2019-2020 for the matching period needed to be forwarded along with No Report Certificate (NRC)
- 5 It is hereby certified further that this Department/Office shall have no objection to the relieving of said officer in case Shri/Ms _____ is selected for the post of Accounts Officer/ ACO(Jr G)

(Name, Signature & Telephone No. of officer with official Stamp)

Place:
Date: