



सत्यमेव जयते

भारतीयलेखातथालेखा-परीक्षाविभाग
प्रधानमहालेखाकार (लेखाएवंहक), पश्चिमवंगाल
Indian Audit And Accounts Department
Principal Accountant General (A&E), West Bengal



No. PAGAEWB/02/02/213/2023-24/822

Dated: 09.08.2023

To
All the Heads of Offices
(As per IA&AD mailing list)
(cag-all-offices@ismgr.nic.in)

Subject: Filling up of the vacant posts of DEO Grade 'A' on deputation basis-regarding

Sir/Madam,

This office is responsible for preparation of the accounts of the State Government, Maintenance of the General Provident Fund accounts of all State Government Employees and Authorization of Pension and other retirement benefits of State Government employees. Moreover, this office prepares the Annual Finance and Appropriation Accounts of the State Government and causes the same to be laid before the State Legislature.

- Applications are invited from willing DEOs Grade A of other offices of IA&AD for filling up of the vacant posts of DEO Grade 'A' in this office on deputation basis.
- Eligibility criteria for this deputation are appended below:

Name of the post	Pay Level	Eligibility/Experience
Data Entry Operator Grade A	Pay level 04	<ol style="list-style-type: none">Holding analogous posts on regular basis;Maximum age for the applicants is 56 years as on 15.09.2023;<u>Possessing the following educational qualifications:-</u> 12th Standard pass or equivalent in Science Stream with Mathematics as a subject from recognized Board with one year Diploma in Computer application or DOEACC-A level from recognized Institute and 2 years experience in a Govt. Office or PSU or Statutory or autonomous organizations or recognized Institution; OR Bachelor's Degree in Computer Applications or Information Technology or Computer Science of a recognized university/ Institute.

5. Applications along with bio-data in prescribed format, attested copies of APAR for last five years and vigilance clearance certificate of the willing and eligible officials for this deputation assignment may be forwarded to this office through proper channel latest by 15.09.2023.
6. The initial period of deputation is of three years. The performance of the deputainists shall be measured continuously for each year. It may be extended thereafter subject to vacancy/ administrative exigencies and based on performance of officials.
7. Deputed officials will be entitled for deputation allowance as applicable in accordance with existing rules as amended time to time.
8. The field offices are requested to circulate this notification widely among their staff and forward such applications to this office for taking necessary action at this end.
9. This issues with the approval of Accountant General (A&E), West Bengal.

Yours faithfully,

T. Jana

(Tanmay Jana)
Sr. Dy. Accountant General (Admn)

Bio-data

1.	Name of Applicant		
2.	Date of Birth		
3.	Present Post Held		
4.	Name of Office		
5.	Date of Joining		
6.	Present Pay Level and Pay		
7.	Whether belongs to SC/ST		
8.	Whether probation period completed		
9.	Educational Qualification	Stream	Subject
	10 Standard		
	10+2 Standard		
10.	Whether, Diploma in Computer application or DOEACC-A level (mention if any)		
11.	Work experience:		
12.	Present Address		
13.	Permanent Address		
14.	Mobile No and email ID		

Date:
Place:

Signature:.....
Name:
Designation:.....

Countersigned By:

Seal :