



कार्यालय प्रधान महालेखाकार (लेखा एवं हकदारी)
जम्मू व कश्मीर, श्रीनगर-190009
OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E)
JAMMU & KASHMIR, SRINAGAR – 190009



No.: Admn.I/A&E/S-3/Dep. Notification/2025-26/3027

Date: 13/02/2026

To,

All the Head of Offices in IA&AD
(As per mailing list)

Subject- Filling up of one (01) post of Senior Accounts Officer as Pay and Accounts Officer in O/o the PAG (A&E) J&K, Srinagar on deputation basis.

Madam/Sir,

Applications are invited for filling up of one (01) post in the cadre of Sr. Accounts Officer for the post of Pay and Accounts Officer in office of the Pr. Accountant General (A&E) J&K, Srinagar on deputation basis. The initial period of deputation will be for one (01) year, with the possibility of extension subject to the individual's continued suitability and administrative convenience. The deputation will be governed by the terms and conditions stipulated in **Headquarter's Circular No. 60-Staff (App)-1/14-2023 dated 27.01.2025**. Maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of applications.

2. The eligibility conditions are as under:-

S.No.	Name of the post and Number of the posts	Level in Pay Matrix	Eligibility / Experience / Terms & Conditions
1.	Sr. Accounts officer as Pay and Accounts Officer One (01)	Level-10/11	<ol style="list-style-type: none">Sr. Accounts Officer / Sr. Audit Officer holding analogous posts (Level 10/11) on regular basis.Minimum three years of experience in Audit, Accounts, Budget, or Financial matters.Proficiency in computer applications, including e-office and PFMS.The parent or borrowing department reserves the right to repatriate a deputationist at any time if performance is unsatisfactory or for administrative convenience.Allowances in vogue for officers posted in Kashmir Valley shall also be paid accordingly.The payment of deputation allowance would be governed in accordance with DoPT O.M No. 24/11/2017-Estt(Pay-II) dated 24.11.2017 as circulated by Headquarters

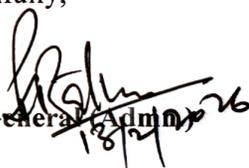
			Office vide letter No. 439- Staff Entt (Rules)/03-217 dated 27.11.2017.
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3. In light of the above, it is requested that the applications of willing officers who in the event of final selection can be spared immediately for the post of Sr. Accounts Officer as Pay and Accounts Officer on deputation basis, may kindly be forwarded alongwith the following documents/certificates, **via email to agaejammukashmir@cag.gov.in within 30 days** from the date of issue of this circular:
- i.) Bio-data in the enclosed prescribed proforma.
 - ii.) Job profile duly signed by Group Officer.
 - iii.) Photocopies of complete and up to date ACR/APARs for the last 5 years duly attested on each page.
 - iv.) Integrity certificate / Vigilance Clearance certificate and statement of major / minor penalty during last 10 years.
4. This may please be widely circulated in your offices.

This issues with the approval of Principal Accountant General.

Encl. Bio-Data Proforma

Yours faithfully,


Dy. Accountant General Admin

BIO-DATA FOR THE POST OF SR. ACCOUNTS OFFICER AS PAY AND ACCOUNTS OFFICER

1.	Name (Block letters)	
2.	Designation	
3.	Date of birth and Age as on today	
4.	Present Address	
5.	Permanent Address	
6.	Category	
7.	Qualification i. Educational ii. Professional (Law Degree)	
8.	Office to which the applicant belongs i. Parent office ii. Present office	
9.	Date of entry into Government Service	
10.	Date of entry in IA&AD	
11.	i. Date of promotion to the present post ii. Date of confirmation & post in which confirmed iii. Basic Pay & Grade Pay iv. Pay Band	
12.	Details of MACP/ Financial upgradation / NFU (I, II or III), if any granted and date of grant of such pay upgradation	
13.	Contact Number & Official email id	
14.	Experience and knowledge of working in Administration/OE/Logistics & Support/Bills/Training Section, etc., if any (full details)	Separate sheets may be added, if needed.

I hereby declare that the above particulars furnished by me are correct and true to the best of my knowledge.

Place:

Date:

Signature of the applicant

It is certified that the above particulars furnished are correct as per our office records.

Signature of Branch officer/HOD(with stamp)