

Annexure-I

Terms and Conditions for hiring of retired Sr. Audit Officers on short term contract basis.

Applications are invited from retired Sr. Audit Officer on short term contract basis in accordance with terms and conditions prescribed by Headquarters Office Circular No.30 issued under No. 1346-Staff (APP I)122-2016 dated 26.9.2023.

2. The eligibility conditions and job requirements for the post of General Core Faculty:-
 - Retired Sr. Audit Officer.
 - Experience in teaching various audit related topics with specialization in knowledge Centre topic i.e. “Public Debt” and “Finance and Appropriation Accounts”.
 - Possessing ability in the preparation of course materials, Structured Training Modules (STMs) and case studies with regard to Knowledge Centre-Public Debt.
 - Working proficiency in computer is desirable.
 - Experience as faculty in IA&AD training Institutes/other training institutes would be given preference.
 - The officer would be required to handle other areas besides faculty hence experience in administration, establishment would be an added advantage.
3. The following broad terms and conditions will be applicable to the contractual Officers:
 - Age should not be beyond 65 years.
 - Retired officers would be initially hired for a period of one year which would be extended up to a maximum of five terms by the competent authority subject to performance and requirement of service.
 - Remuneration and allowances for employment of retired officers as consultant will be governed by OM No.3-25/2020-E.III A dated 09-12-2020, issued by the Department of Expenditure, Ministry of Finance, Government of India. New Delhi and other instructions of Government of India.
4. The eligible retired officers may please forward their application along with the following documents latest by 29.02.2024 to Director, Regional Capacity Building & Knowledge Centre, New Delhi either by post or through email at rtnewdelhi@cag.gov.in.
 - Biodata of applicant in prescribed format (Annexure-II)
 - Copies of APARs for the last five years.
5. Selection of suitable candidate will be made by following appropriate selection procedure about which the applicant will be notified.

Annexure-II
Bio data of applicant

Latest Passport
Size Photo

1.	Name in full(Shri/Smt/Ms)	
2.	Permanent Address	
3.	Present Address	
4.	Date of Birth	
5.	Qualifications i) Educational ii) Professional	
6.	Office to which the applicant belongs i) Parent Office ii) Present Office	
7.	Whether belongs to SC/ST/Neither	
8.	Date of entry into Government Service	
9.	Date of entry into IA&AD	
10.	Date & Year of passing SAS Examination (Please mention Civil Audit/Commercial/P&T/Railway/Defense Audit)	
11.	Date of promotion as AAO/SAO	
12.	Details of other exams passed (RAE/CPD-I,CPD-II/CPD-III/Others)	
13.	Proficiency in Knowledge Centre topic and computers, Details may be given	
14.	Date of Retirement	
15.	Office from where retired	
16.	Post held at the time of retirement	
17.	Work experience (A separate sheet may be attached showing the experience in relevant field)	
18.	Mobile Number and officials email ID	
19.	Any other relevant details	

Date:

(Signature of Applicant)

Place: