



**प्रधान महालेखाकार (ले.प.।) का कार्यालय, केरल, तिरुवनंतपुरम**  
**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT I),**  
**KERALA, THIRUVANANTHAPURAM**



No. Au/Admn.VI/DN/8-N1/2021-22/Vol.XXIII

Date: 20.09.2024

**DEPUTATION NOTICE NO 15**

Applications are invited from eligible and willing officials for deputation to the following posts.

	Name of the post	Pay matrix	Eligibility Criteria
<b>Borrowing Department: Regional Capacity Building &amp; Knowledge Institute, Nagpur</b>			
1.	Assistant Supervisor (Administration)	Level 7	<ul style="list-style-type: none"> <li>Holding the analogous post of Asst.Supervisor on regular basis.</li> <li>Preference will be given to officials having experience in Administration, Training, eoffice, PFMS, iBEMS and general departments.</li> <li>Having good knowledge of computers or previous experience in any RCB&amp;Kis/RCB&amp;KCs.</li> </ul>
<b>Borrowing Department: Regional Capacity Building &amp; Knowledge Institute, Hyderabad</b>			
1	Sr.AO/AAO (Civil Faculty)	Level 10/8	<ul style="list-style-type: none"> <li>Holding the analogous post.</li> <li>Considerable experience in field audit.</li> <li>Experience/Ability to handle sessions.</li> </ul>
2	Sr.AO/AAO (IS Core Faculty)	Level 10/8	<ul style="list-style-type: none"> <li>Aptitude to deliver lectures and having in-depth knowledge &amp; experience in operating computer applications like IDEA, Oracle, PL/SQL Programming, MS Office, website applications etc and experience in IT Audit.</li> <li>Knowledge in working with Data Analytics software like Tableau, Knime, Qlikview is desirable.</li> <li>Knowledge of development and maintenance of IS systems, website and eoffice.</li> <li>Ability to coordinate courses/training programs.</li> <li>Ability in preparation of course material and structured training modules (STMs) for IS courses.</li> </ul>
3	Sr.AO (Administration)	Level 10	<ul style="list-style-type: none"> <li>Holding the analogous post of Sr.AO.</li> <li>Experience in Administration, Claims and Office Management in the supervisory capacity.</li> <li>Knowledge of working in iBEMS, PFMS, GeM and GST portals.</li> <li>Working experience as DDO or working experience in RCB&amp;KI/Training wing will be preferred.</li> </ul>
<b>Borrowing Department: Regional Capacity Building &amp; Knowledge Institute, Mumbai</b>			
1.	AAO (e-HRMS)	Level 8/9	<ul style="list-style-type: none"> <li>Holding the analogous post of AAO/Sr.AO.</li> <li>SAS passed officials awaiting promotion may also apply.</li> </ul>

2.	Asst.Supervisor/ Sr.Auditor/Auditor	Level 7/6/5	<ul style="list-style-type: none"> <li>Holding the analogous post of Asst. Supervisor/ Sr. Auditor/Auditor.</li> </ul>
<b>Borrowing Department: O/o the C&amp;AG of India, New Delhi</b>			
1.	Sr.AO/AAO	Level 10/8	<ul style="list-style-type: none"> <li>Holding the analogous post and must have at least 05 outstanding APARs out of last 7 years</li> </ul>
<b>Borrowing Department: International Centre for Information Systems &amp; Audit (iCISA), Noida</b>			
1.	Sr. Administrative Officer	Level 10/11	<ul style="list-style-type: none"> <li>Holding the analogous post with minimum 5 years of service as Sr.AO.</li> <li>Preference will be given to officials having professional certification/ IT qualifications /Technical qualifications/IT experience and those comfortable with IT systems.</li> </ul>
<b>Borrowing Department: International Centre for Environment Audit &amp; Sustainable Development (iCED), Jaipur</b>			
1.	Sr.AO	Level 10/11/12	<ul style="list-style-type: none"> <li>Holding the analogous post and must have outstanding APARs for the last 3 years.</li> <li>Experience in administrative functions, including noting drafting, communication with HQrs and other offices etc.</li> <li>Experience in Environment Audit.</li> <li>Experience in Auditing of coastal regulation zone and coastal ecosystem management.</li> <li>Experience in Audit of Marine.</li> <li>Proficiency in MS Office and experience in handling Tableau, Big Data, AI etc.</li> </ul>
2.	AAO	Level 8/9	
3.	Auditor/Sr.Auditor/ Asst.Supervisor	Level 5/6/7	
<b>Borrowing Department: Regional Capacity Building &amp; Knowledge Institute, Jammu</b>			
1.	Core Faculty (Knowledge Centre-Defence Audit) [Sr.AO]	Level 10	<ul style="list-style-type: none"> <li>Holding the analogous post of Sr.AO/AAO.</li> <li>Knowledge relating to overall working of IA&amp;AD is necessary.</li> <li>In-depth knowledge and experience in operating computer applications including eoffice. z</li> <li>Experience in Auditing of coastal regulation zone and coastal ecosystem management.</li> <li>Experience in Audit of Marine.</li> <li>Proficiency in MS Office and experience in handling Tableau, Big Data, AI etc.</li> </ul>
2.	AAO (e-HRMS)	Level 08	<ul style="list-style-type: none"> <li>Holding the analogous post of AAO.</li> <li>Knowledge relating to overall working of IA&amp;AD is necessary.</li> <li>Necessary proficiency in handling of e-HRMS is mandatory.</li> <li>Proficiency in working on IT applications and computer weightage will be given to officials having experience related to human resources or administration/bills in the department and to those having experience of work in computerization projects.</li> </ul>

			<ul style="list-style-type: none"><li>• Officials with qualification in related IT subjects will also be preferred.</li></ul>
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Officials who are confirmed in service and working in the above-mentioned capacities with age not exceeding 56 years may submit their applications on or before 23.09.2024, through their respective administration.

*(Vide orders dated 19.09.2024 of DAG (Admn.))*

**Sd/-**

**Senior Audit Officer / Admn**

To

1. Notice Board
2. Sr.AO/Admn. (Audit- II)
3. Branch Offices
4. ITS (for uploading in website)
5. All controlling sections for information of field parties.
6. RAOs