

No. PAG(Au)/AP/Admn-I/HR-II/Dept./F-47 Vol-II /2024-25/

Date: 04-06-2024

## <u>सूचना सं./NOTICE No.14</u>

Applications are invited from willing SAOs/AAOs borne on cadre control of O/o PAG(Audit), Andhra Pradesh only to work on deputation basis in RCB&KI, Hyderabad. The details are as follows:

ORGANISATION	RCB&KI, Hyderabad
POST	SAO/AAO Faculty Member (Civil)
DEPUTATION TERMS PERIOD OF	On usual terms of deputation issued by Govt. of India, Ministry of Personnel, vide DoPT OM No. 6-08-2009-Estt. (Pay-II) dt 17-06-2010 and OM No. 2/6/2016-Estt. (Pay-II) dated 17-02-2016 as amended from time to time. Initially for a period of 3 years
DEPUTATION	
	<ol> <li>Holding Senior Audit Officer post on regular basis in the parent Cadre Or Assistant Audit Officer having minimum service of 5 years asAAO.</li> <li>Considerable working experience in Field Audit.</li> <li>Experience/ Ability to handle sessions.</li> </ol>
ELIGIBILITY GRADE	<ul> <li>Work Requirements:</li> <li>Preparation of course schedule, coordinating &amp; conducting Courses, preparation of course material, handouts, Audio visual aids.</li> <li>Preparation of course material and related training material pertaining to Knowledge Centre topic allotted.</li> <li>Preparation of Structured Training Modules (STMs) and Case Studies on allotted subjects/courses.</li> <li>Correspondence work related to obtaining Administrative Sanction of Director General regarding payment of Honorarium to resource persons/guest faculties in respect of courses coordinated.</li> <li>Correspondence/consolidation work relating to submission of Performance Monitoring Framework (PMF) on RCB&amp;KI, Hyderabad to CAG's office.</li> <li>Handling sessions in General courses as per approved course schedules.</li> <li>Developing courseware on the allotted Knowledge Centre Topics</li> <li>Supervision of all monthly/quarterly returns/correspondence with Headquarters Office.</li> </ul>

	<ul> <li>Preparation updation of Official Manual.</li> <li>Any Other work assigned by the Director General/Principal Director from time to time.</li> <li>Note: 1) The applicants with 56 yrs. of age or above should not apply.</li> <li>2) Employees who are working on deputation in this office are not eligible to apply for this deputation.</li> </ul>
TENTATIVE PLACE OF POSTING	Hyderabad

Applications with bio-data in duplicate should reach Administration Section through Group Officer on or before **14.06.2024** for further action. Applications received after due date will not be considered.

## TADI RAMA PRASAD SENIOR AUDIT OFFICER (ADMN-I)

## <u>Distribution:</u>

- 1. SAO/IS Wing- for placing on office website
- 2. Hindi Anubhag-for translation.