

Filling up the post of SAO, AAO and DEO Grade 'A' in RTI Jammu on the deputation basis-reg.

Applications invited from:

All Eligible and Interested candidates

Last date to submit Applications to Admn-1 Section through proper channel forwarded through concerned wing/section: 29.03.2023 for AAO, DEO and 27.03.2023 for SAO

**OFFICE OF THE DIRECTOR GENERAL REGIONAL TRAINING INSTITUTE,
JAMMU**

No: RTI/J/A/ Dep/2022-23/979

Dated: 14/03/2023

To

CAG-All Offices
(As per mailing list)

Subject: Deputation for the one post of Sr. A. O (KC-DEF). in RTI-Jammu –regarding.

Sir/Madam,

Applications from desirous officers of the rank of **Senior Audit Officer** are invited for the deputation assignment as per the Job description/ Eligibility criteria given below:

S. No.	Post	No of vacancies
1.	Sr. Audit Officer (Knowledge Centre –Defence Audit)	01

Eligibility Criteria

1. Holding the analogous post of Sr. A. O.
- 2.. Knowledge relating to overall working in IA &AD is necessary.
3. Possessing in-depth knowledge and experience in operating Computer applications including e-office.
4. Delivering lectures with regard to Knowledge Centre-Defence Audit is mandatory.
5. Possessing ability in the preparation of course materials, Structured Training Modules (STMs) and case studies with regard to Knowledge Centre-Defence Audit courses.
- 6.The applicants who are 58 years of age or above should not apply for the deputation post.

Terms of deputation & selection process

1. The deputation term shall initially be for a period of three years and may be extended by Competent Authority subject to continued suitability of the candidate and administrative convenience. The RTI however, reserves the right to repatriate a deputationist at any time, if his/her performance is found unsatisfactory.
2. Training Allowance would be admissible as per instructions prevailing from time to time.
3. Selection of a suitable candidate will be made by adopting the appropriate selection procedure based on the requirement of knowledge and skills involved in the job. The selection of the applicant will be notified.

All applicants who are willing should apply through their respective Parent Offices. In accordance with Headquarters' Office instructions, the Parent Offices are requested to forward the applications of all willing applicants along with the Bio-data and APARs for the last five years to this Institute, so as to reach this Institute latest by **31-03-2023**.

A reference is invited to Headquarters Circular No. **269/Trg. Div./42-A/2019** dated **18.09.2019** wherein detailed instructions to field offices on augmentation of staff

(Administration and Faculty) in RTIs/RTCs were issued for strict compliance. The instructions in the said circular are reiterated below:

- a.** Field offices shall display the deputation notifications issued by RTIs/ RTCs on the notice boards and circulate among the staff giving reasonable time to the candidates for responding to the notification;
- b.** Field offices shall forward all applications received from their officers/staff against the positions advertised by RTIs/RTCs to the concerned Institute/Centre, without withholding any application;
- c.** On completion of the selection process, the field offices shall obligatorily relieve the selected officer(s) for teaching/administrative assignments at RTIs/RTCs at the earliest.

This issues with the approval of the Director General, RTI-Jammu.

Yours faithfully,

Sd/-

Sr. Administrative Officer (A)

OFFICE OF THE DIRECTOR GENERAL REGIONAL TRAINING INSTITUTE,
JAMMU

No: RTI/J/A/2022-23/Dep/991

Dated: 16-03-2023

To

CAG-All Offices (as per mailing list),

Subject: Deputation for one post of Data Entry Operator Grade 'A' in RTI, Jammu –regarding.

Madam/Sir,

In continuation to this office earlier notification issued under No: RTI/J/A/2022-23/Dep/925 dated 09-02-2023, the applications are invited from the desirous candidates for the post of Data Entry Operator Grade 'A' on deputation basis in this office on usual terms and conditions The Eligibility criteria for deputation are as under: -

S. No	Name of the Post	No of vacancies
1.	Data Entry Operator Grade 'A'	01

1. Holding Analogous Post on regular basis in the parent cadre.
2. Auditor/Accountant (well acquainted in typing and proficiency in computer) can also apply for this deputation assignment. However, preference will be given to the Data Entry Operator Grade A application, if received.
3. The applicant should have minimum 02 years' experience.
4. The deputation shall initially be for a period of three years, which may be subsequently extended, subject to suitability and requirement of this office.
5. Deputationist will be eligible for deputation (Duty) allowance as per extant rules.
6. The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of application.
7. The candidate once selected for the post will not be allowed to withdraw his/ her candidature subsequently.

It is requested to kindly forward the application of the eligible and willing officials who can be spared, immediately in the event of their selection on deputation to this office. The recommendations accompanied with the following documents/certificates may kindly be sent to the undersigned latest by **15-04-2023**.

- i) Bio-Data (in the enclosed format)
- ii) Copies of APAR for the previous 2 years.
- iii) Integrity certificate/Disciplinary/Vigilance clearance certificate.

Terms of deputation & selection process

1. The required documents of the eligible candidates forwarded by the respective parent offices may be scanned and sent by email to avoid postal delay.

2 The RTI/RTC reserves the right to repatriate a deputationist at any time, if his/her performance

is found unsatisfactory.

3. The initial period of deputation will be for a period of one year and is extendable subject to performance and approval of Competent Authority.
4. The selected official will be entitled to deputation allowance as per instructions prevailing from time to time.
5. Selection of a suitable official shall be made through the appropriate selection procedure for knowledge and skill based jobs and the selection of the applicant shall be notified.
6. Maximum age limit for deputation should not exceed 56 years as on the closing date of application for the post.

A reference is invited to Headquarters circular *No. 269/Trg. Div./42-A/2019 dated 18.09.2019* wherein detailed instructions to field offices on augmentation of staff (Administration and Faculty) in RTIs/RTCs were issued for strict compliance. The instructions in the said circular are re-iterated below:

- a. Field offices shall display the deputation notifications issued by RTIs/ RTCs on the notice boards and circulate among the staff giving reasonable time to the candidates for responding to the notification;
- b. Field offices shall forward all applications received from their officers/staff against the positions advertised by RTIs/RTCs to the concerned Institute/Centre, without withholding any application;
- c. On completion of the selection process, the field offices shall obligatorily relieve the selected officer(s) for teaching/administrative assignments at RTIs/RTCs at the earliest.

This issues with the approval of Director General, RTI-Jammu.

Yours faithfully,

Sd/-

Sr. Administrative Officer (Admn)

**OFFICE OF THE DIRECTOR GENERAL REGIONAL TRAINING INSTITUTE,
JAMMU**

No: RTI/J/A/Dep/2022-23/990

Dated: 16 .03.2023

To

CAG-All Offices (as per mailing list)

Subject: Deputation for the one posts of AAO in RTI-Jammu for implementation of One IAAD One System (OIOS).

Madam/Sir,

In continuation to this office earlier notification No: RTI/J/A/2022-23/Dep/926 Dated: 09/02/2023, applications are again invited from desirous candidates for deputation assignment as per instructions given below.

S. No.	Post	No of vacancies
1.	Asstt: Audit Officer for the One IAAD One System (OIOS)	01

Eligibility Criteria

1. Holding analogous post of A.A.O.
- 2.. Knowledge relating to overall Auditing in IA &AD is necessary.
3. Regular working proficiency in computers and comfort in using IT is necessary. Specialized technical qualifications in computer are highly desirable.
4. The applicant with 56 years of age or above should not apply for the deputation post.
- 5 The officer shall be responsible to support capacity building, handholding and as functional OIOS helpdesk for C&AG office and field offices.

Terms of deputation & selection process

1. All officers who are willing should apply for the deputation through their respective Parent Offices. The Parent Offices are requested to forward such applications along with the Bio- data (prescribed format enclosed) and APARs for the last two years duly attested on each page to this Institute, so as to reach this Institute latest by **15-04-2023**. It may be certified that no disciplinary/court/vigilance case is either pending or contemplated against the applicant. The required documents of the eligible candidates forwarded by the respective Parent offices may be scanned and sent by email to avoid postal delay.
- 2 The RTI/RTC reserves the right to repatriate a deputationist at any time, if his/her performance is found unsatisfactory.
3. The initial period of deputation will be for a period of three years and is extendable subject to performance and approval of Competent Authority.
4. The selected officer will be entitled to Training allowance as per instructions prevailing from time to time.
5. Selection of a suitable officer shall be made through the appropriate selection procedure for knowledge and skill based jobs and the selection of the applicant

shall be notified.

6. Maximum age limit for deputation should not exceed 56 years as on the closing date of application for the post.

A reference is invited to Headquarters circular *No. 269/Trg. Div./42-A/2019 dated 18.09.2019* wherein detailed instructions to field offices on augmentation of staff (Administration and Faculty) in RTIs/RTCs were issued for strict compliance. The instructions in the said circular are re-iterated below:

- a. Field offices shall display the deputation notifications issued by RTIs/ RTCs on the notice boards and circulate among the staff giving reasonable time to the candidates for responding to the notification;
- b. Field offices shall forward all applications received from their officers/staff against the positions advertised by RTIs/RTCs to the concerned Institute/Centre, without withholding any application;
- c. On completion of the selection process, the field offices shall obligatorily relieve the selected officer(s) for teaching/administrative assignments at RTIs/RTCs at the earliest.

This issues with the approval of the Director General, R.T.I. Jammu.

Yours faithfully,
Sd/-
Sr. Administrative Officer (A)