

No.A-35018/1/2009/Circulars/MF.CGA(A)/Gr. 'B'/_ 932
GOVERNMENT OF INDIA
MINISTRY OF FINANCE
DEPARTMENT OF EXPENDITURE
OFFICE OF THE CONTROLLER GENERAL OF ACCOUNTS
LOK NAYAK BHAWAN, NEW DELHI

Date: 23 October, 2009

CIRCULAR No. 6/2009

Enclosed please find the following Vacancy Circular(s) regarding filling up of the post of Dy. Controller of Aid, Accounts and Audit in the Ministry of Finance, Deptt. of Economic Affairs on ad hoc deputation for a period of one year:-

| SL. NO. | Name of Organisation | Post & Scale | Eligibility | Last Date |
|---------|--|---|-------------|-----------|
| 1 | Ministry of Finance, Deptt. of Economic Affairs vide Circular No. F.No. 12011/4/08-Ad. IA dated 01.10.2009 | Dy. Controller of Aid, Accounts and Audit- Pay Band-3 (Rs. 15600-39100)+ 6600 (Rs. 10000-325-15200 pre-revised) | AOs/Sr.AOs | Immediate |

The applications of willing and eligible officers may please be forwarded to this office alongwith Vigilance Clearance Certificate/Integrity Certificate/Statement of Major/Minor Penalty imposed, if any.

Encl: As above.


(PREM BALLABH)
Accounts Officer (Group 'B')

F.No.12011/4/08-Ad. IA
Ministry of Finance
Department of Economic Affairs
Admn. IA

New Delhi, 01.10.2009

C I R C U L A R

Subject: Filling up the post of Dy. Controller of Aid, Accounts and Audit in the Ministry of Finance, Department of Economic Affairs on ad hoc deputation for a period of one year.

Applications in the prescribed pro forma, as per the Annexure-II are invited from eligible persons for filling up the post of Dy. CAAA in the Ministry of Finance, Department of Economic Affairs on deputation basis. The particulars regarding the post are given in Annexure-I.

2. It is requested that applications of such eligible candidates, as are desirous of being considered for the post and who can be relieved immediately on selection, may be forwarded along with their complete and up to date C.R. dossiers, Vigilance Clearance and Integrity Certificates to the undersigned within a period of **45 days** from the date of issue of this circular. Applicants will not be allowed to withdraw their candidature at a later date. Applications received without the up to date CR Dossiers, Vigilance Clearance and Integrity certificate will not be entertained.

Hindi version will follow.

sd.
(Neelam Vohra)

Under Secretary to the Govt. of India

Copy to:

1. All Ministries/Departments of the Government of India.
2. H.I.C. They are requested for Hindi version of this circular
3. Spare copies.

*For immediate
circulation
pl. see
2/10*

AO (G+B)

*M
29/10*

AAO(M)

Annexure-I

1. Name of the Post : Deputy Controller of Aid, Accounts and Audit
2. Number of Post : One
3. Classification : General Central Service, Group-A, Gazetted, Ministerial.
4. Ministry /Department : Ministry of Finance
Department of Economic Affairs.
5. Scale of Pay : Pay Band-3 (Rs.15600-39100) +Rs.6600
(Rs. 10000-325-15200 (pre-revised))
6. Method of Recruitment : ad hoc Deputation (One year)
7. Eligibility Conditions:

DEPUTATION

- (a) Officers under the Central Government
 - i. holding analogous post on regular basis in the parent Cadre/Department ; or
 - ii. with 5 years' service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs.8000-275-13500(pre revised) or equivalent in the parent Cadre/Department; or
 - iii. with 7 years' service in grade rendered after appointment thereto on a regular basis in the scale of pay of Rs.7450-225-11500 (pre revised) or equivalent in the parent Cadre/Department; or
- (b) Possessing five years' experience in Finance or Budgeting or Accounts division of any Department or Organization.

ANNEXURE II
BIO-DATA PROFORMA

1. Post applied for :
2. Name and address in Block letters :
3. Father's Name :
4. Data of retirement under Central/
State Govt. Rules. :
5. (i) Educational Qualifications :
(ii) Technical Qualification :
6. Whether Educational and other Qualifications required for the post are satisfied. (If any qualifications has been treated as equivalent to the one prescribed in the rules, state the authority for the same).

| Qualification/experience Required. | Qualification/experience Possessed by the Officer. |
|---------------------------------------|---|
|---------------------------------------|---|

ESSENTIAL

- 1.
- 2.
- 3.

DESIRABLE

- 1.
- 2.

7. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post.

8. Details of Employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

Office/Instt./Orgn. Post From To Scale of pay Nature of duties
Held and basic pay

1. Nature of present employment i.e. ad-hoc or temporary:
Or quasi-permanent or permanent.
 2. In case the present employment is held on
Deputation/contract basis, please state :
 - a) The date of initial appointment :
 - b) Period of appointment on deputation/contract :
 11. Please state whether you are working in the same department :
And are in the feeder grade or in the feeder grade to feeder grade.
 12. Additional details about present employment,
please state whether working under:-
 - a) Central Government
 - b) State Government
 - c) Autonomous Organisations
 - d) Government Undertakings
 - e) Universities
 13. Are you in revised scale of pay? If yes, give the date :
from which the revision took place and also indicate
the pre-revised scale.
 14. Total emoluments per months now drawn :
 15. Additional information, if any which you would like to :
Mention in support of your suitability for the post.

Enclose a separate sheet, if the space is insufficient.
 16. Whether belongs to SC/ST/OBC.:
 17. Remarks (if any) :
- (Photocopies of Educational & Technical Qualifications and experience must be attached).

Date : Signature of the candidate.
Place : Address: