

SPEED POST/TTB



रक्षा लेखा नियंत्रक का कार्यालय, गुवाहाटी उदयन विहार, नारंगी, गुवाहाटी-781171

OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS

UDAYAN VIHAR, NARANGI, GUWAHATI: 781171.

ई-मेल/e-mail: cda-guw@.nic.in फैक्स/FAX: 0361-2640204 फोन/Ph: 0361-2640394,

2641142.



No. AN/1B/24-D/Vol-LXXXIII

Dated: 20.03.2015

To

All section of Main office

All Sub Offices

CDA Guwahati

Subject: Vacancy circular to fill up AAO (Group B Gazetted) posts in the office of the Pr. Controller of Communication Accounts, Kolkata on deputation basis for the officials working in Central/State Govt./PSUs.

Ref: O/o the Pr. Controller of Communication Accounts Kolkata "Telephone House" letter No CCA/CTD/Deputation Gr B/Corr/Vol II dated 24.02.2015.

Kindly download the subject matter regarding deputation for the category of Assistant Accounts Officer from the website of CDA Guwahati and it is requested that all the intending AAOs' may please fill up the form and submit the same to this section on or before 25 .03.2015 (AN).

It is further enjoined upon that before filling up, the necessary guidelines may be strictly adhered to as endorsed in the guidelines of the circular.

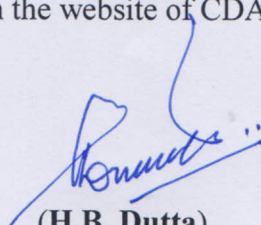
NIL report is also required . In any case, however, if the report is not received by this section on the stipulated date the same will be treated as *NOT-INTERESTED* please.

Accord TOP PRIORITY.

— SD XXX —
(H.B. Dutta)
SAO (AN)

Copy To:
The O/C
EDP Cell
(Local)

: For uploading the same on the website of CDA
Guwahati please.


(H.B. Dutta)
SAO (AN)



GOVERNMENT OF INDIA
MINISTRY OF COMMUNICATION & IT
DEPARTMENT OF TELECOMMUNICATION
O/O THE PR. CONTROLLER OF COMMUNICATION ACCOUNTS
KOLKATA "TELEPHONE HOUSE"
8, Hare Street, 2nd Floor, KOLKATA - 700001

Sh M. Chakrabarty
Immediate DP
13/3

AN/B

No. CCA/CTD/Deputation Gr.'B'/Corr./Vol-II

Dated: 24.02.2015

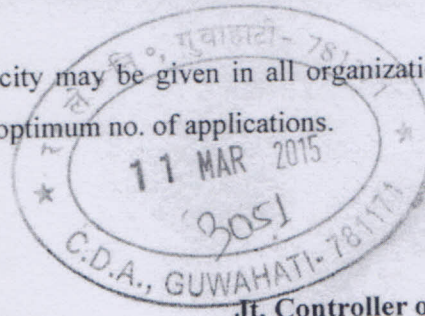
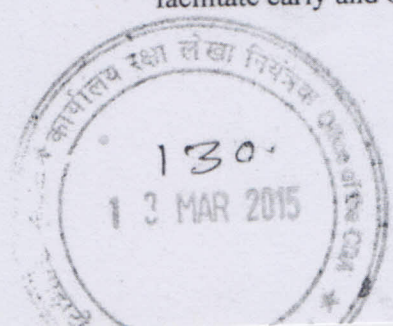
NOTIFICATION

Subject: Vacancy circular to fill up AAO [Group 'B' Gazetted] posts in the office of the Pr. Controller of Communication Accounts, Kolkata on deputation basis for the officials working in Central / State Govt. / PSUs.

Pr. CCA, Kolkata proposes to fill up some of the vacant posts in AAO [Group 'B' Gazetted] cadre on deputation basis from among staff working in Central/State Govts. / PSUs as per the details given below.

| Grade | Pay Band | Grade Pay | No. of posts to be filled up |
|--|---------------------------|-----------|------------------------------|
| Asstt. Accounts Officer(AAO) [Group 'B' Gazetted] | PB - 2 [Rs. 9300 - 34800] | Rs. 4800 | 04 |

- Eligibility conditions to apply for the above posts are enclosed.
- The period of deputation will initially for a period of three years and can be extended by two more years if required in the exigencies of public service.
- The terms and conditions of deputation as stipulated in DOPT OM no. 6/8/2009 - Estt (Pay II) dated 17/06/2010 are applicable. The age of the applicant shall not exceed 56 years as on the closing date of receipt of application.
- The format of application is appended. The applications from willing and eligible officials whose services can be spared may be sent along with the attested copy of ACR/APARs for the last 5 years, integrity certificate and vigilance clearance so as to reach the undersigned on or before 31.03.2015. Belated/ incomplete applications will be rejected.
- Wide publicity may be given in all organizations and their field formations to facilitate early and optimum no. of applications.



Preeti Mahto
(Preeti Mahto)

Jt. Controller of Communication Accounts
Phone No. 033-22438507.

Eligibility condition for applying to the post of AAO [Group 'B' Gazetted] in the O/o Pr. CCA, Kolkata

(A) Qualifications for AAO.

Officers /officials under the Central Government / Government of NCT Delhi/State Govt. and Autonomous Bodies

(i) holding analogous posts of Assistant Accounts Officer/ SO(Accounts) on regular basis;

Or

(ii) Junior Accountants/Senior Accounts/Auditor/ Sr. Auditors / Clerks who have qualified in both Part-I and Part-II of JAO(Civil) exam or equivalent examination with 5 year of regular service in the grade as on the date of the notification.

Or

(iii) Possessing the qualification or passing the SAS or equivalent examination conducted by any of the organized Accounts, Deptt. of Central/State Govt. /GNCTD and Autonomous Bodies.

(B) Age

Maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of applications.

(C) Working knowledge of computers

The applicants to the above posts should have sufficient exposure to basic working knowledge on computers in all the modules of MS Office including the knowledge of internet to send/receive e-mails.

APPLICATION

- 1) Name of the Official :
- 2) Date of Birth :
- 3) Educational Qualification :
- 4) Present Post held/Date from which working :
- 5) Unit in which working(specify Ministry/Dept) :
- 6) Present Pay :
- 7) Working experience including extent of working with computer :
- 8) Service particulars from the date of initial appointment :
(along with brief of duties performed)

DECLARATION

1. I, _____ hereby declare that my posting on deputation as _____ in the Department of Telecom shall not derive any right to me to claim seniority in the said post in respect of the services rendered by me on deputation.
2. I will not claim absorption in the DoT in the said post.
3. I am liable to be repatriated to my parent organisation for any inaccuracies in the details noted above or for contravention of any provisions in the rules/orders governing the deputation.

Date :

Place :

Signature of the applicant

CERTIFICATE TO BE RECORDED BY THE HEAD OF OFFICE WHILE FORWARDING THE APPLICATION

1. Certified that the particulars given by the applicant are true and have been verified from the service records.
2. The applicant, if selected, will be relieved immediately.
3. Copies of ACR/APAR for the last five years are enclosed.
4. No disciplinary/vigilance case is pending or contemplated against the official. There is nothing against the applicant which makes him/her ineligible for consideration for appointment to the post applied for. No major/minor penalty is in force or current against the official.

5. Recommendations :

Date :

Place :
forms

Signature of the Head of Office
with office seal and Telephone No