

Govt. of India
Ministry of Communication and IT
Department of Telecommunications

Office of the
Controller of Communication Accounts
Haryana Telecom Circle
CTO Building, Lawrence Road
Ambala-133001

Website: www.ccaharyana.gov.in FAX: 0171-2603435

No. CCA/HR/AO-Deptn/2009-10/

Dated:

OFFICE MEMORANDUM

Sub: Filling of the posts of Accounts Officers in the office of the Controller of Communication Accounts, Haryana Telecom Circle, Ambala Cantt, on deputation basis.

The Controller of Communication Accounts, Haryana Telecom Circle, Ambala under the Department of Telecommunications, proposes to fill up from amongst the employees working in Central Government Ministries/Departments/State Governments, some posts in the grade of Accounts Officers, in the Pay Band-2 of Rs. 9300-34800 with grade pay of RS 5400/- on deputation basis.

2. The eligibility conditions for selection to the post are given at Annexure-I
3. The term of deputation will initially be for one year but likely to be extended for a maximum period of three years. The Pay and the terms & conditions of deputation of the officers selected shall be regulated in terms of Ministry of Personnel, Public Grievances and Pension (Department of Personnel & Training) O.M. No. 2/29/91-Estt (Pay II) dated 05.01.1994 and other rules and instructions on deputation from one Central Government Department to other Central Government Department as amended from time to time.
4. It is requested that the names of willing and eligible officers who can be spared on being selected, may be forwarded to the undersigned along with their personal data in the enclosed pro-forma (Annexure-II), duly recommended by the Head of the Department. Attested copies of ACRs for the last 5 years, Integrity Certificate and Vigilance Clearance, should also be sent along with the applications. The last date for receipt of applications has been fixed as 31/08/09.

Encl: Annexure I & II and format for Certificate

(SUKHBIR)
Jt. CCA
Tel: 0171-2603899

Copy to:
All Central Government Ministries /Departments/State Governments.

The vacancy circulars can also be downloaded from our website: ccaaryana.gov.in

Particulars and the eligibility conditions for transfer on deputation basis to fill up the post of Accounts Officer in the offices of Controller of Communication Accounts under the Department of Telecom, New Delhi.

1. Name of the post	Accounts Officer (P&T Accounts and Finance Service, Telecom. Wing Group 'B' Gazetted) in the office of the Controller of Communication Accounts, Haryana Telecom Circle, Ambala Cantt.
2. Scale of pay	Pay Band-2 of Rs.9300-34800 with grade pay of Rs.5400/-
3. Eligibility	<p>(a) Officers under the Central / State Government:</p> <p>(i) Accounts Officer on regular basis.</p> <p style="text-align: center;">Or</p> <p>(ii) Holding analogous posts of Accounts Officer on regular basis, possessing the qualification of pass in SAS or equivalent examination conducted by any of the organized Accounts Departments of Central / State Government.</p> <p style="text-align: center;">Or</p> <p>(iii) Asstt. Accounts Officers / Junior Accounts Officers (Pay Band-2 of Rs.9300-34800 with grade pay of Rs.4800/-) with 5 years combined regular service in the grade as on date.</p> <p style="text-align: center;">Or</p> <p>(b) The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of applications</p>
4. Duration	Term of deputation will initially be for a period of one year and likely to be extended for a maximum period of three years.

The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Period of deputation including period of deputation in another Ex-cadre post held immediately preceding his appointment in the same or some other organization / Department of the Central Government shall ordinarily not to exceed three years.

P R O F O R M AApplication for deputation in the grade of Accounts Officers in the Department of Telecommunications.

- (1) Name of the Official
- (2) Date of Birth & Age
- (3) Whether belongs to SC/ST
- (4) Educational Qualifications
- (5) Rank/Grading and Year of passing of qualifying JAO/SAS Examination
- (6) Post held on regular basis with scale of pay/
Date of working as JAO on regular basis
- (7) Details of present post held:
 - (a) Designation of the post
 - (b) Scale of Pay and present pay drawn
 - (c) Date of appointment to the post
 - (d) Nature of appointment to the post
(whether regular/ad-hoc/officiating)
 - (e) Name of the Ministry & Department
where presently employed with full
address and telephone No.
- (8) Details of Employment/experience

Office/Inst./ Orgn.	Post held	Period	Scale of Pay & Present Pay	Nature of duties
1	2	3	4	5

- (9) Details of deputation held previously;
If any, with full particulars
- (10) Knowledge of computer. If “YES”,
details of qualification/experience.
- (11) Remarks, if any.

Signature of the candidate

**CERTIFICATE TO BE RECORDED BY THE OFFICE/
DEPARTMENT WHILE FORWARDING THE APPLICATION.**

1. Certified that the particulars given by the applicant are true and have been verified from the office record.
2. The applicant, if selected, will be relieved immediately.
3. Up to date CR dossier for the last five years are enclosed.
4. It is certified that no vigilance case is pending or contemplated against him. There is nothing against the candidate, which makes him ineligible for consideration for appointment to the post applied for.
5. No Major/Minor penalty is in force or current against the official.

Sign. Of the Head of
Office/Department,
With office Seal
Tel. No.

Date:

Copy to:

1. DDG (PAF), Department of Posts , Dak Bhawan, New Delhi
2. Director of Accounts (Postal) Ambala
3. Accountant General (A&E) Punjab Chandigarh
4. Accountant General (A&E) Haryana, Lekha Bhawan, Sector-33-B, Chandigarh
5. Accountant General (Audit) Punjab Chandigarh
6. Accountant General (Audit) Haryana Lekha Bhawan, Sector-33-B, Chandigarh
7. Deputy Financial Advisor & CAO (Admn) HQ office Northern Railways Baroda House, New Delhi
8. Sr Divisional Finance Manager, Divisional Accounts Office, Northern Railway Rail Vihar, Ambala Cantt
9. Assistant Financial Advisor O/O Chief Project Manager Railway Electrification Ambala Cantt
10. Commissioner Customs & Central Excise Plot No 19, Sec- 17 Chandigarh
11. Commissioner Income Tax Ambala Cantt
12. ADG(SEA) DoT , Sanchar Bhawan, New Delhi For information
13. Controller General of Defence Accounts, West Block V R K Puram, New Delhi
14. PCDA (WC) Sector-09, Chandigarh
15. Ministry of Personnel & Public Grievances & Pension Department of Personnel and Training Division of Recruitment and Redeployment , 3rd Floor, Lok Nayak Bhawan, Khan Market, New Delhi
16. The Director Central Research Institution Kasauli, HP