

## **VACANCY NOTICE**

The post of Chief Account Officer in the Pay Scale of Rs.10000-325-15200 (Pre-revised) (Rs.15600-39100 Plus Grade Pay Rs.6600 in Pay Band -3. - Revised) in the Zilla Parishad, South Andaman, Port Blair **and** Zilla Parishad, North & Middle Andaman, Mayabunder are proposed to be filled up on deputation basis in consultation with UPSC from officers of Andaman & Nicobar Administration (including any officer appointed to such services from amongst persons employed by the existing local authority) and officers of all India services allocated to serve under A&N Administration and having the following eligibility and experience in account matter, initially for a period of one year in the first instance and likely to be extended upto 03 (three) years.

**(a)** (i) Holding analogous posts on regular basis in the parent cadre/deptt.

Or

(ii) with 05 (five) years service in the grade rendered after appointment thereto on regular basis in the scale of pay of Rs. 8000-13500 (Pre-revised) (Rs.15600-39100 Plus Grade Pay Rs.5400 in the PB-3. - Revised) or equivalent in the parent cadre/department.

Or

(iii) with 07 (seven) years service in the grade rendered after appointment thereto on regular basis in the scale of Rs. 7450-11500 (Pre-revised) (Rs.9300-34800 Plus Grade Pay Rs.4600 in PB-2- Revised) or equivalent in the parent cadre/department.

Or

(iv) with 08 (eight) years service in the grade rendered after appointment thereto on regular basis in the scale of Rs.6500-10500 (Pre-revised) (Rs.9300-34800 Plus Grade Pay Rs.4600 in Pay Band-2-Revised) or equivalent in the parent cadre/department.

**(b)** (i) A Pass in the SAS or equivalent examination conducted by any of the organized accounts department of the central Govt.

(ii) Successfully completion of training in cash and accounts work in the ISTM or equivalent and five years experience in cash accounts and budget works.

(Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the central Govt. shall ordinarily not to exceed three years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of the receipt of application).

Application may be forwarded in the enclosed Proforma, duly signed by the candidate, through their parent cadre to the Secretary (RD/Panchayats), A&N Administration, Port Blair – 744101, along with certified copies of the ACRs for the last five years, Integrity Certificate and Vigilance Clearance.

Application in respect of the officers who are not eligible and the officers against whom disciplinary/vigilance case is pending or contemplated will not be considered.

The last date for the receipt of applications through proper channel is **09/08/2021**.

Assistant Secretary (RD/Panch)

### **(BIO-DATA PROFORMA)**

1.	Name and address in block letters				
2.	Designation				
3.	Date of Birth (in Christian era)				
4.	Date of retirement under Central/State Government Rules				
5.	Educational Qualification				
6.	Whether educational and other qualifications required for the Post are satisfied (if any qualification 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)					
7.	Please state clearly whether in the light of entry 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/Institution / Organization	Post held adhoc/regular	From	To	Scale of pay and basic pay	Nature of duties

**Contd...2/-**

9.	Nature of present employment, regular/adhoc	
10.	In case the present employment is held on Deputation/contract basis please state	
	(a) Date of initial appointment	
	(b) Period of appointment on deputation/contract	
	(c) Name of the present office/organization to which you belong	
11.	Additional details about the present employment please state whether working under	
	(a) Central Government	
	(b) State Government	
	(c) Autonomous Organization	
	(d) Government undertakings	
	(e) University	
12.	Are you in the revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised Scale	
13.	Present scale of pay	
14.	Present basic pay	
15.	Total emoluments per month now drawn (with details)	
16.	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	
17.	Whether belong to SC/ST	
18.	Remarks	

Signature of Applicant

**Certificate****(To be filled by the authority forwarding the application)**

1. Certified that the particulars furnished by the officer are correct.
2. No disciplinary/vigilance case is pending or contemplated against the applicant.

(Sign &amp; Seal of the Head of Department)

## **Terms and Conditions**

1. (i) The terms and conditions of deputation shall clearly lay down not only period of deputation as per the Recruitment Rules for the post or as approved by the competent authority but also the date of relieving of the deputationist no further orders for relieving the officer will be necessary;
  - (ii) The deputationist officer including those who are presently on deputation would be deemed to have been relieved on the date of expiry of the deputation period unless the competent authority has with requisite approvals, extended the period of deputation, in writing, prior to the date of its expiry. It will be the responsibility of the immediate superior officer to ensure that the deputationist does not overstay. In cases, where officers are on deputation on the date of issue of these orders and the normal tenures are getting over in a period of six months, the concerned officers/ organizations may be allowed an extension of not more than one month, on a case to case basis with the approval of the DOPT.
  - (iii) That in the event of the officer overstaying for any reason whatsoever, he is liable to disciplinary action and other adverse civil/service consequences which would include that the period of unauthorized overstay shall not count against service for the purpose of pension and any increment due during the period of unauthorized over pay shall be deferred, with cumulative effect, till the date on which he rejoins his parent cadre.
2. Written consent of the officer concerned shall be taken to the terms and conditions of deputation (inclusive of the conditions in Para 1 *ibid*) before the deputation orders are issued. The contents of these instructions will be conveyed to all officers presently on deputation for information/ compliance.
  3. These instructions will apply to all deputationists including state government officers/all India services officers joining central government posts on deputation and to officers proceeding on deputation to state government/autonomous & statutory institutions/foreign bodies, etc.
  4. If the borrowing organizations would like a relaxation from these terms, they should obtain approval of DOPT to it, prior to the start of deputation.

Assistant Secretary (RD/Panch)