

No.02-02/2014-SEA I
Government of India
Ministry of Communications & IT
Department of Telecommunications
Sanchar Bhawan, 20, Ashoka Road,
New Delhi -110001.

Dated: 19/07/2016

OFFICE MEMORANDUM

Sub.: Filling up of the posts in Senior Time Scale of Indian P&T Accounts and Finance Service Group 'A' on deputation basis.

Services of suitable officers satisfying the eligibility conditions given in the Annexure -I are sought for filling up some posts of ADG/Dy. CCA/Dy. Director in the various offices of the Department of Telecom and Department of Posts in the Grade of Senior Time Scale [15600-39100 + 6600 Grade Pay] of Indian P&T Accounts and Finance Service Group 'A' on deputation basis. The initial period of deputation shall be three years. The standard terms and conditions of the deputation will be regulated in accordance with the DOP&T OM No. 6/8/2009-Estt.(Pay.II) dated 17.06.2010.

2. It is requested that the names of officers, who are willing and eligible (as per Annexure-I) and who can be spared, may be sent along with the bio data with preference of station, APAR dossiers (or attested copies thereof) for the last five years and vigilance clearance, by name to **Shri B.M. Sharma Assistant Director General (SEA- I), DoT, Room No. 521, Sanchar Bhawan, New Delhi 110 001** so as to reach this office latest by **02/09/2016**. Stations where vacancy exists are given in Annexure-II.

3. The candidates whose case is duly forwarded for the above posts will not be allowed to withdraw their candidature subsequently.


(Rajeev Kandpal)
Director (SEA)

1. The Controller General of Accounts, M/o Finance, Lok Nayak Bhawan, Khan Market, New Delhi (For officers of ICAS).
2. The Comptroller and Auditor General of India, New Delhi (For Officers of Indian Audit and Accounts Service).
3. The Controller General of Defence Accounts, M/o Defence, West Block-V, R.K.Puram, New Delhi-110065.
4. Finance Commissioner, Ministry of Railways, Railway Board, New Delhi (For officers of Indian Railways and Accounts Service)
5. JDPO-I (Dep.), Air Headquarters, Vayu Bhawan, New Delhi
6. DoP&T (Cadre Controlling Authority of Central Secretariat Service), North Block, New Delhi.
7. All Chief Secretaries of all State Governments/ Union Territories of India. They are requested to forward applications of eligible officers to this office **through the O/o Pr. Controller of Communication Accounts/ Controller of Communication Accounts of the respective Telecom Circle**. List of these CCA offices alongwith their addresses are at **Annexure-III**.
8. CMD, BSNL/MTNL.
9. All Pr.CsCA/CsCA with a request to liaison with the respective State Govt. and forward the applications received from eligible officers to this office for further necessary action.
10. Department of Revenue, Ministry of Finance, North Block, New Delhi
11. Director (IT), DOT Hqrs for posting the O.M on DOT Website.

Eligibility condition for deputation to posts of Senior Time Scale

S.No	Name of the Post	ADG/Dy. CCA/ Dy. Director
1.	Grade & Scale of Pay	Senior Time Scale of Indian P&T Accounts and Finance Service Group 'A' in the Scale of pay of Rs. 15600-39100 + 6600 Grade pay
2.	Job Profile	The officers are expected to be experienced and well versed in Accounts, Finance & Audit in Government, Revenue Collection / Management, Budget, Planning, General Administration and Establishment matters, Proficiency in IT Skills as well as Soft Skills is highly desirable.
3.	Eligibility	<p>1. Officers holding analogous posts on regular basis (with grade pay of Rs.6600/-)</p> <p>(OR)</p> <p>Officers in the Junior Time Scale who have completed four years of approved service as on 01st January, 2016</p> <p>2. Officers should have experienced of working as Accounts/Finance Officers.</p>

[Vacant Posts in the Grade of STS]

(As on 01/07/2016)

Stations where STS vacancies exist/ likely to exist in the Office of the Controller of
Communication Accounts [CCAs] / Director [Postal Accounts]

Assam	Bihar
A&N	Chhatisgarh
Gujarat	J&K
Karnataka	Maharashtra
NE-I & II	NICF
Punjab	West Bengal
Delhi	Cuttack
Ambala	Nagpur
Hyderabad	Kapurthala
Ranchi	Sunder Nagar
Trivendrum	Kolkata

ANNEXURE - A
CURRICULUM VITAE PRO FORMA

1. Name and Address (in Block letters) ...
2. Date of Birth (in Christian era) ...
3. Date of retirement under Central / State Government rules ...
4. Educational Qualifications ...
5. 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) ...

	Qualifications / Experience required	Qualifications / Experience possessed by the officer
Essential	(1) (2) (3)	
Desired	(1) (2)	

6. Please state clearly whether in the light of entries made by you above, you meet the requirement of the post ...
7. Details of Employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient ...

Office / Institution	Post held	From	To	Scale of pay and basic pay	Nature of duties (in detail)
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8. Nature of present employment, i.e., *ad hoc* or Temporary or Quasi-Permanent or Permanent ...
- 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.
- (c) Name of the parent office / organization to which you belong

10. Additional details about present employment:
 Please state whether working under (indicate the name of your employer against the relevant column)—

- (a) Central Government
- (b) State Government
- (c) Autonomous Organization
- (d) Government Undertaking
- (e) Universities
- (f) Others

11. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade

12. 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

13. Total emoluments per month now drawn

4. Additional information, if any, which you would like to mention in support of your suitability for the post.

(This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular / Advertisement).

(NOTE.— Enclose a separate sheet, if the space is insufficient).

Please state whether you are applying for deputation (ISTC) / Absorption / Re-employment Basis. (Officers under Central / State Governments are only eligible for "Absorption". Candidates of non-Government Organizations are eligible only for Short Term Contract.)

Whether belongs to SC/ST

Remarks

The candidates may indicate information with regard to (i) Research publications and reports and special projects (ii) Awards / Scholarship / Official appreciation (iii) Affiliation with the professional

bodies / institutions / societies and (iv) any other information.

(NOTE.— Enclose a separate sheet if the space is insufficient)

I have carefully gone through the vacancy circular / advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Signature of the candidate

Date

Address

Countersigned

.....
.....
(Employer with Seal)