



# Chandigarh Industrial & Tourism Development Corporation Limited

(A Govt. Undertaking)

CIN No. U45202CH1974SGC003415

Regd. Office : SCO 121-122, Sector 17-B, Chandigarh (U.T.) 160 017 (INDIA)

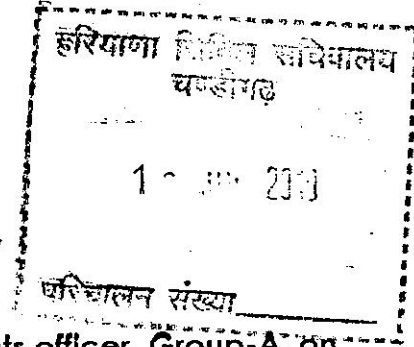
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No.P&A/P-III/ 4891  
Dated:- 16/7/19

1. The Secretary (Personnel),  
Government of Punjab,  
Civil Secretariat, Punjab
2. The Secretary (Personnel),  
Government of Haryana,  
Civil Secretariat, Punjab
3. The Special Secretary (Personnel),  
Chandigarh Administration



**Subject: Filling up the post of Chief Accounts officer, Group-A, on deputation basis**

Sir,

It is proposed to fill up one post of Chief Accounts Officer carrying the pay scale of 15600-39100+6600 GP with initial pay of Rs.25,250/- on deputation basis in CITCO from amongst the eligible officers. The qualification is as under:-

- i) a) Degree of a recognized university or equivalent
- b) Member of the Institute of Chartered Accountants/ cost and works Accountants of India.
- ii) 5 years experience at managerial level with overall responsibility of finance management in Govt. or Public/Corporate undertakings or institutions/ organizations handling commercial accounts.

You are, therefore, requested to kindly get this letter circulated amongst all the Head of Departments within your state/U.T.. The Head of departments are further requested to recommend the names of the eligible/willing officers for the post of Chief Accounts Officer alongwith their confidential reports and integrity certificate within 10 days from the date of issue of this communication. It may kindly be ensured that no vigilance inquiry/departmental inquiry is contemplated/ pending against the officer. The officer selected shall be on deputation with this corporation for a period of one year in the first instance.

Yours faithfully,

Chief General Manager  
for Managing Director

Services-II Branch  
Diary No. 96748  
Date 23/07/19