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No.02-01/2021-SEA-I
Government of India
Ministry of Communications
Department of Telecommunications
Sanchar Bhawan, 20, Ashoka Road,
New Delhi 110001



Dated: 24.06.2021

OFFICE MEMORANDUM

Subject: Filling up of the posts in Junior Administrative Grade/ Non-Functional Selection Grade of Indian P&T Accounts and Finance Service Group 'A' on deputation basis.

Applications are invited from eligible officers to fill up some posts on deputation basis at the level of Director/Joint CCA/Director of Accounts (Postal) in the various offices of the Department of Telecommunications and Department of Posts in the Grade of Junior Administrative Grade (Pre-revised Pay Scale Rs.15600-39100 + 7600 Grade Pay) of Indian P&T Accounts and Finance Service Group 'A'. Officers in the Pre-revised Pay Scale in Pay Band-4 (Rs.37400-67000 and Grade Pay Rs.8700) are also eligible to apply. 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, and its subsequent amendments.

2. Names of officers who are willing and eligible (as per Annexure I) and who can be spared, may be sent along with bio-data (as per Annexure-A) with preference of station, APAR dossiers (or attested copies thereof) for the last five years and vigilance clearance, by name to Shri R.C.Kumar, Assistant Director General (SEA-I), DOT, Room No.521, Sanchar Bhawan, New Delhi 110 001 so as to reach this office latest by 31.07.2021, Stations where vacancy exists are given in Annexure-II

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

Encl: As Above

(R.C.Kumar)

Assistant Director General (SEA-I)
Ph. No.23036126

Services-I Branch
Diary No.64201
Date 25.06.2021

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To

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, M/o Railways, Railway Board, New Delhi (for officers of Indian Railways and Accounts Service).
5. JDPO-I (Dep.), Air Head quarters, Vayu Bhawan, New Delhi.
6. Do P&T (Cadre Controlling Authority of Central Secretariat Service), North Block, New Delhi.
7. All Chief Secretaries of all State Government/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 along with their addresses are at Annexure-III.
8. All Pr.CsCA/CsCA with a request to have a liaison with the respective State Government and forward the applications received from eligible officers to this office for further necessary action.
9. Department of Revenue, Ministry of Finance, North Block, New Delhi
10. Director (IT), DOT(HQ) for posting the O.M on DOT Website.

Eligibility conditions for deputation to posts of Director in JAG

1	Name of the Post	Director/Joint Controller of Communication Accounts/Director of Accounts (Postal)
2	Grade & Scale of Pay	<p>Junior Administrative Grade of Indian P&T Accounts and Finance Service Group 'A'. Level 12 in the Pay Matrix (Rs.78,800 – 2,09,200)</p> <p>&</p> <p>Junior Administrative Grade (Non Functional Selection Grade) of Indian P&T Accounts and Finance Service Group 'A'. Level 13 in the Pay matrix (Rs.1,23,100 – 2,15,900)</p>
3	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.
4	Eligibility	<p>For JAG – NFSG :</p> <p>Officers holding analogous posts belonging to Central Service Group 'A' / State Government Services Group 'A'</p> <p>For JAG:</p> <p>Officers holding analogous posts belonging to Central Service Group 'A' / State Government Services Group 'A'</p> <p>(OR)</p> <p>2. Officers in the Senior Time Scale with 5 years regular service in Level 11 in the Pay matrix (Rs.67,700 – 2,08,700)</p> <p>3. The officers having above eligibility and working in State Government / Union Territories/ Autonomous bodies/ may also apply for the above posts.</p> <p>4. Officers would have experience of working as Accounts/Finance Officers.</p> <p>5. Preference would be given to officers of the Organized Accounts & Finance Cadre.</p>

Stations where JAG vacancies exist/likely to exist in
Indian P&T AFS, Gr. 'A'

Delhi	Assam	Chatisgarh
Vijayawada	Patna	Jharkhand
Ahmedabad	Ambala	Shillong
Jammu & Kashmir	Bhopal	Hyderabad
Maharashtra & Goa	Odisha	Dehradun
Chennai	Lucknow	Dimapur
Meerut	Kolkata	Raipur
Bangalore	Guwahati	Shimla

CURRICULAM 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)

8. Nature of present employment, i.e., *ad hoc* or Temporary or Quasi-Permanent or Permanent ...
9. 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 ...

14. 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).

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

16. Whether belongs to SC/ST

17. Remarks:

(The candidates may indicate information
with regard to (i) Research publications and
reports and special projects (ii) Awards/
Scholarship / Official appreciation/ 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 the Selection Committee at the time of selection for the post.

Date.....

Signature of the candidate

Address.....

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Countersigned

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(Employer with Seal)