

Department of Telecommunication  
O/o Controller of Communication Accounts J&K Telecom Circle  
Room No 316 Bahu plaza, North Block, Railhead complex, Jammu-180012

No.1-3/CCAJK/Cons/ 41  
Dated: - 13-05-2011

**Sub: - Filling of Assistant Accounts Officers, Sr. Accountants & Jr. Accountants posts on deputation basis.**

The O/o Controller of Communication Accounts J&K Telecom Circle Jammu proposes to fill up vacant posts of **Assistant Accounts Officers, Sr. Accountants and Jr. Accountants on Deputation Basis.**

The pay, terms and conditions of deputation of officials selected shall be regulated in terms of Ministry of Personal and Grievances and Pension (Department of Personal and Training) O.M No.2/29/91-Estt.(Pay-II) dated 05/01/1994, D O P&T OM No. AB.14017/30/2006-Estt. (RR) dated 29.11.2006, OM No. 2/6/2009 Estt. (Pay II) dated 25.02.2009 and OM No.6/8/2009-Estt. (PayII) dated 17.06.2010 and other rules and Instructions on deputation from one Central Govt.Department to another Central Govt. Department as amended from time to time. The Place of Posting will be at Jammu.


The Heads of Departments concerned are requested to forward the applications of willing and eligible officials duly recommended and who can be spared on their being selected. No withdrawal after their selection on deputation will be entertained. Personal data may be sent in the enclosed Performa (Annexure I), along with (i) Attested copies of ACRs for the last five yrs, (ii) integrity certificate and vigilance clearance to the undersigned so as to reach positively by 15<sup>th</sup> July 2011.

**Particulars and eligibility conditions for transfer on deputation basis for Assistant Accounts Officers, Sr.Accountants, & Jr.Accountants**

| 1. | Name of the Post      | Assistant Accounts Officer   | Sr.Accountant   | Jr. Accountant   |
|----|-----------------------|--|---|--|
| 2. | Pay Scale Revised     | PB-2 Rs 9300-34800+4800(GP)  | PB-2 Rs 9300-34800+4200(GP)   | PB-1 Rs.5200-20200+GP2800  |
| 3. | Eligibility Condition | <b>Officials under Central Govt.</b><br>(i) Holding analogous posts of Assistant. Accounts officer / SO (A/Cs) on regular basis<br>OR<br>(II) Jr.Accountants/Sr.Accountants/Auditors/ Clerks who have qualified in JAO or SAS exam or equivalent examination conducted by any of the organized Accounts Department of Central Govt.with 5 years of regular service in the grade as on 01.01.2011 and having overall good performance in the Department/Ministry of Central Govt. | Officials holding analogous posts in Central/State govt. on regular basis<br>Or<br>UDC with 3 years of regular service and having overall good performance in the Department /Ministry of Central/State Govt. | Officials holding analogous posts in Central/State govt. on regular basis<br>Or<br>LDC with 3 years of regular service and having overall good performance in the Department/ Ministry of Central/ State Govt. |
| 4. | Age                   | The maximum age limit for appointment on deputation shall not exceed 56 years as on the closing date of receipt of applications  | The maximum age limit for appointment on deputation shall not exceed 56 years as on the closing date of receipt of applications   |  |
| 5. | Duration              | Period of deputation will be initially be for a period of 3 years and likely to be extended from time to time as per Govt. policy  | Period of deputation will be initially be for a period of 3 years and likely to be extended from time to time as per Govt policy  | Period of deputation will be initially be for a period of 3 years and can be extended from time to time as per Govt. policy.   |

Duties of Assistant Accounts Officers, Sr.Accountant and Jr. Accountant include work related to Service matters and establishment, cash, settlement of Pension cases and pension claims, settlement of GPF payments cases, work related to Banks, work related to USO subsidy Claims and settlement thereof and work related to Collection of licensee fees and Spectrum charges from telecom service providers

Encl: Annexure I

  
Jt. Controller of Communication Accounts  
Ph No: - 0191-2477299  
Fax no: - 0191-2477296

Copy To: - 1. Notice Board

2. Comptroller and Auditor General of India, Bahadur Shah Jaffer Marg New Delhi
3. Controller General of defence Accounts, West Block-V, RK.Puram, New Delhi-110066
- 4-5. Principal Accountant General A&E J&K Srinagar/Jammu
6. Principal Controller of Defence Accounts (NC) Narwal Pain Satwari Jammu
- 7-8. CPMG J&K Circle Jammu/Srinagar and Director of Accounts (Postal) J&K Jammu.
9. Divisional Manager Northern Railway Ferozpur Dn Ferozpur.
10. Controller General of Accounts, Lok Nayak Bhawan, Khan Market, New Delhi
11. Controller of Accounts, Ministry of personnel Public Grievances & Pension, B Wing, 3<sup>rd</sup> floor, Lok Nayak Bhavan, New Delhi
12. DDG (FEB) DOT HQ, Sanchar Bhavan New Delhi
13. DDG (PAF) Dak Bhavan, Department of Posts New Delhi
14. Director (IT), DOT HQ Sanchar Bhavan, New Delhi. It is requested that the vacancy circular may be uploaded in the DOT Website
15. M/s Say Technologies Gandhi Nagar Jammu to upload the vacancies in the CCA J&K website
16. Office copy/spare

  
Jt. Controller of Communication Accounts  
Ph No: - 0191-2477299  
Fax no: - 0191-2477296

PROFORMA (Annexure I)

**Application for deputation in the Grade of Assistant Accounts Officers, Sr. Accountants and Jr. Accountants**

1. Name of the Official
2. Date of Birth & Age as on 15.7.2011
3. Whether belongs to SC/ST
4. Date of Entering service
5. Education Qualification
6. \*Rank/grading and year Passing of Qualifying JAO/SAS Examination
7. \*Post held on regular basis with scale of Pay/date of working as JA/SA/JAO/AAO/SO on regular basis
8. Detail of Present Post held
  - (a) Designation of the Post
  - (b) Scale of Pay & Present Pay drawn
  - (c) Date of Appointment to the Post
  - (d) Nature of the Appointment to the Post (Whether regular/ad-hoc/offg.)
  - (e) Name of the Ministry & Department where Presently Employed with full address and telephone No
9. Details of Employment/Experience.

| Office/Inst/Org. | Post Held | Period | Scale of Pay and Present Pay | Nature of Duties. |
|------------------|-----------|--------|------------------------------|-------------------|
| (1)              | (2)       | (3)    | (4)                          | (5)               |
|                  |           |        |                              |                   |
|                  |           |        |                              |                   |
|                  |           |        |                              |                   |

10. Details of deputation held previously; if any with full particulars
11. Knowledge of Computers if 'yes' details of qualification/experience
12. Remark, if any.

**Signature of the candidate**

**Note\* Please Strike out whichever is not applicable.**

**CERTIFICATE TO BE RECORDED BY THE OFFICER/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 relived immediately.
3. Up to date CR Dossier for the last five yrs 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.

Date:-

**Signature of the Head of Office/Department  
With official Seal, Telephone No.**