

**कार्यालय, रक्षा लेखा महानियंत्रक**  
**OFFICE OF THE CONTROLLER GENERAL OF DEFENCE ACCOUNT**  
**उलान बटार रोड, पालम, दिल्ली छावनी - 10**  
**ULAN BATAR TOAD, PALAM, DELHI CANTT.110010**

Through HQrs web site

No AN/IX/9105/MoD/2017

Dated: 01.12.2017

To,

All PCA/Pr CsDA/CsDA

Subject: - Deputation for the Post of Accounts Assistant in National Institute of Mountainneerng and Allied Sports (NIMAS), Dirang, Arunachal Pradesh.

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The services of One Auditor of this department are required in the office of National Institute of Mountainneerng and Allied Sports (NIMAS), Dirang, Arunachal Pradesh for the post of Accounts Assistant on deputation basis. It has been intimated that Auditor of DAD will be eligible for the post on the pay scale of the parent cadre


2. The details of the post and the required qualifications, experience etc. that a candidate should posses are given as below: -

<b>Sl. No.</b>	<b>Name of the Post</b>	<b>Accounts Assistant</b>
01.	Age Limit	Not specified by the Borrowing Department as recruitment rules for post have not been made by the Institute.
02.	Educational Qualification	
03.	Experience	The Auditor of DAD will be eligible for the post on the pay scale of the parent cadre. The Job requirement is to maintain accounts of the Institute.

3. It is, also, intimated that deputation period will be three years. Further exendable upto 5 years and beyond that subject to approval of parent cadre and competent authority. Other terms will be as per normal terms of deputation.

4. It is requested that the bio - data of the interested and eligible officials in the proforma enclosed along with the attested copies of ACRs for the last 3 years (from 2014 - 15 to 2016 -17) and Vigilance / Disciplinary clearance certificate may be forwarded so as to reach this HQrs office by **22<sup>nd</sup> Dec 2017**.

5. While forwarding the names of volunteers to HQrs office please ensure that the concerned officials / volunteers for deputation has **completed mandatory "Cooling off" period of three years in case the officials has recently served on a deputation post.**
6. The interested officials can download the Circular from CGDA Web site and apply through proper channel.
7. The incomplete applications and those received after 22.12.2017 will not be entertained.

  
(Manoj Kumar)  
SAO (AN)

## **Application Proforma**

1. Name and grade
2. Account No.
3. Pay Level in 7<sup>th</sup> CPC
4. Date of Birth
5. Date of appointment
6. Education qualification
7. Experience
8. APAR Gradings 2014-15      2015-16      2016-17
9. Organization/Station/offices served with period  
In chronological order

Sign. of candidate

**Countersigned by**

**G.O. (AN)**