

No.A-35018/10/circular/2017/MF.CGA(A)/Gr.B/497
Government of India
Ministry of Finance
Department of Expenditure
O/o Controller General of Accounts
Mahalekha Niyantarak Bhavan, E-Block, GPO Complex,
I.N.A., NEW DELHI

Dated, the 11th October, 2018

CIRCULAR

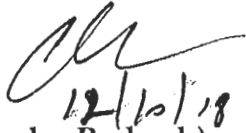
Please find enclosed herewith the following vacancy circular regarding filling up of post as detailed below:-

S. No.	Letter No. Organization	Date &	Deputation post with scale	Eligibility
1.	No.F.3-5/2018- Esst.(RCT) 03.10.2018 All India Institute Of Medical Sciences (AIIMS), New Delhi.	dated	Accounts Officer In the Level-10 (Pre- revised PB-3 of Rs.15600-39100 plus grade pay of Ra. 5400))	For eligibility criteria may refer the AIIMS letter dated 03.10.2018.

The applications of willing and eligible AOs may please be forwarded to this office along with Vigilance Clearance Certificate/Integrity Certificate.

While forwarding applications for deputation, this office instructions contained in O.M. No.1064 dated 11th Feb 2016 may be kept in view.

Encl: As above


12/10/18
(Chander Prakash)
Sr. Account Officer (Gr.'B')

To,
Sr.AO (ITD)-For website

ALL INDIA INSTITUTE OF MEDICAL SCIENCES
Ansari Nagar, New Delhi-110029.

No.F.3-5/2018-Estt.(RCT)

Dated the:

To,
The Comptroller General of Accounts,
Ministry of Finance
Lok Nayak Bhawan,
Khan Market, New Delhi - 110 511.

03 OCT 2018

Subject: Filling up of vacant posts of Accounts Officer on deputation basis at the AIIMS, New Delhi.

Sir,

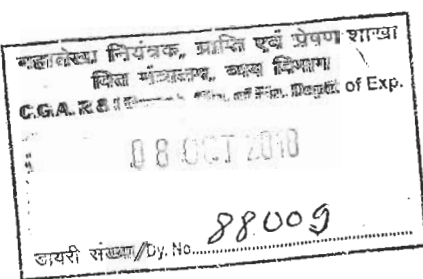
I am directed to say that it is proposed to circulate 04 vacancy of Accounts Officer on deputation basis in Level 10 in the Pay Matrix (Pre-revised PB-3 of Rs.15600-39100 plus grade pay of Rs.5400) at All India Institute of Medical Sciences, New Delhi. The post is to be filled from amongst the following:-

- (i) Officers under the Central government or Central Statutory / Autonomous bodies holding analogous posts on regular basis and handling Accounts and finance matters or holding posts of Accounts / Audit Officer or equivalent in the pay scale of Rs.2375-3500 (Revised to Level 7 in Pay Matrix) / Rs.2200-4000. (Revised to Level 10 in Pay Matrix)
- (ii) Assistant Accounts Officers in the pay scale of Rs.2000-3200 (revised Level 7 in Pay Matrix) with 7 years of regular service in the grade (including the service in the grade of Junior Accounts Officer / SAS Accountants / Accountant in the scale of Rs.1640-2900 (Revised to Level 6 in Pay Matrix)
- (ii) The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of application.
- (iii) The period of deputation shall initially be for 01 year and can be further extended upto 3 years at the sole discretion of the Institute.
- (iv) The deputation will be governed by the standard terms and conditions of deputation provided under Department of Personnel & Training's O.M.No.06/08/2009-Estt.(Pay-II) dated 17-06-2010, as amended from time to time.
- (v) It is requested that applications in the enclosed proforma (Annexure-I) along with **duly attested** copies of up to date confidential Reports (at least for the latest 05 years) and certificate in proof of age and educational qualification of the eligible officers who could be spared in the event of their selection may please be forwarded to the Director, All India Institute of Medical Sciences, Ansari Nagar, New Delhi - 29 immediately, but not later than **10-11-2018**.
- (vi) Applications received after the last date or otherwise found incomplete or without vigilance clearance or CR Dossier will not be considered.
- (vii) While forwarding applications, it may be verified and certified by the sponsoring officer that the particulars furnished by the officers are correct and that no disciplinary case is either pending or contemplated against the officer. The integrity of the officer may also be certified. The applicant shall not be allowed to withdraw his candidature in the event of his selection to the post of Accounts Officer at AIIMS, New Delhi.

Encl. As above

Yours faithfully

[Pallav Kumar Chittr]
Administrative Officer



**Application for the post of _____ (on deputation basis)
at AIIMS, New Delhi.**

1	Name and address in BLOCK letters			Please Affix here recent passport size photograph	
2	Father's Name				
3	Date of birth (in Christian era)				
4	Date of retirement under Central /State Government Rules				
5	Educational Qualification	i)			
		ii)			
		iii)			
		iv)			
6	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				
	Essential	Required	Possessed by the Officer		
	Desirable				
7	Please state clearly whether in the light of entries made by you above, you meet the requirements of the post.				
8	Details of employments (in chronological order) enclose a separate sheet, duly authenticated by your signature if the space below is insufficient.				
	Office/Instt./Organization	Post Held		Pay-band and Grade	Nature of Duties
		From	To	Pay (Scale of Pay if in pre-revised scale of pay)	

9	Nature of present employment (i.e.ad-hoc or temporary or quasi-permanent or permanent)	
10	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	
11	Additional details about present employment please state whether working under : (a) Central Government (b) State Government (c) Autonomous Organization (d) Government undertaking (e) University	
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. Enclose a separate sheet, if the space is insufficient.	
15	Whether belongs to SC/ST/OBC (if yes, please specify)	
16	Contact Nos.	1) Office
		2) Residence
		3) Mobile
		4) E-mail address
17	If selected, specify the minimum required joining time	
		<hr/> Signature of the Candidate
	Date:	Address
	Countersigned:	
	<hr/> [Employer/Authorized Officer]	

अखिल भारतीय आयुर्विज्ञान संस्थान, नई दिल्ली में _____ (प्रतिनियुक्ति आधार पर) के पद हेतु आवेदन पत्र।					
1	नाम एवं पता (स्पष्ट अक्षरों में)		कृपया यहां पासपोर्ट साइज की नवीनतम फोटो लगाएं		
2	पिता का नाम				
3	जन्म तिथि (ईस्वी सन में)				
4	केंद्रीय/राज्य सरकार के नियमों के अधीन सेवानिवृत्ति की तारीख				
5	शैक्षिक योग्यता	i)			
		ii)			
		iii)			
		iv)			
6	क्या पद के लिए अपेक्षित शैक्षिक और अन्य योग्यताएं पूरी करते हैं (यदि किसी योग्यता को नियमों में उल्लिखित योग्यता के समकक्ष माना गया है तो उसके प्राधिकार का उल्लेख करें)				
	अर्हताएं/अनुभव				
	अनिवार्य	अपेक्षित	अधिकारी द्वारा धारित		
	वांछनीय				
7	कृपया सुस्पष्ट करें कि क्या आपके द्वारा ऊपर दी गई प्रविष्टियों के अनुसार आप पद की शर्तें पूरी करते हैं।				
8	अपने रोजगार का क्रमवार विवरण दें। यदि नीचे दिया गया रिक्त स्थान अपर्याप्त हो तो अपने हस्ताक्षर द्वारा विधिवत प्रमाणित अलग से कागज संलग्न करें।				
	कार्यालय/संस्थान/संगठन	धारित पद		वेतन-बैंड तथा ग्रेड-वेतन (यदि पूर्व-संशोधित वेतनमान में है तो वेतनमान)	कार्य का स्वरूप
		दिनांक से	दिनांक तक		

9	वर्तमान रोजगार का स्वरूप (अर्थात् तदर्थ अथवा अस्थाई अथवा अर्द्ध-स्थाई अथवा स्थाई)	
10	यदि वर्तमान पद प्रतिनियुक्ति/अनुबंध के आधार पर है तो कृपया यह बताएं: (क) प्रारंभिक नियुक्ति की तारीख (ख) प्रतिनियुक्ति/अनुबंध पर नियुक्ति की अवधि (ग) मूल कार्यालय/संगठन का नाम जिससे आपका संबंध है	
11	वर्तमान रोजगार से संबंधित अतिरिक्त विवरण, कृपया बताएं किसके अधीन कार्यरत हैं: (क) केन्द्र सरकार (ख) राज्य सरकार (ग) स्वायत्त संगठन (घ) सरकारी उपक्रम (ङ) विश्वविद्यालय	
12	क्या आप संशोधित वेतनमान में हैं? यदि हां, तो वेतन संशोधित होने की तारीख तथा पूर्व-संशोधित वेतनमान का भी उल्लेख करें।	
13	प्रतिमाह प्राप्त कुल परिलब्धियां	
14	अतिरिक्त सूचना, यदि कोई हो, जिसका आप इस पद के लिए अपनी उपयुक्तता के समर्थन में उल्लेख करना चाहें। यदि दिया गया रिक्त स्थान पर्याप्त नहीं हो तो एक कागज अलग से संलग्न करें।	
15	क्या आप अनुसूचित जाति/अनुसूचित जनजाति/अन्य पिछड़ा वर्ग से संबंधित है(यदि हां, कृपया उल्लेख करें)	
16	संपर्क नं. 1) कार्यालय 2) निवास 3) मोबाईल 4) ई-मेल का पता	
17	यदि चयन हो जाता है तो कार्यभार ग्रहण करने का न्यूनतम अपेक्षित समय बताएं।	
		उम्मीदवार के हस्ताक्षर
दिनांक:	पता:	
प्रतिहस्ताक्षर:		
[नियोक्ता/प्राधिकृत अधिकारी]		