

No.A-35018/10/circular/2015/MF.CGA(A)/Gr.B/1236
GOVERNMENT OF INDIA
MINISTRY OF FINANCE
DEPARTMENT OF EXPENDITURE
OFFICE OF THE CONTROLLER GENERAL OF ACCOUNTS
LOK NAYAK BHAWAN, NEW DELHI

Dated, the 23rd March, 2016


CIRCULAR

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

S. No	Letter No. Date & Organization	Deputation post with scale	Eligibility
1.	A-12025/2/2007-Est. (Vol III) dated 07.03.2016. Film and Television Institute of India (FTII), Pune	Chief Accounts Officer In the PB-3 (Rs. 15600-39100) with GP Rs. 6600. <u>01 Post</u>	Sr. Accounts Officer/Sr. Audit Officer with five years experience. Officers with experience in preparation of budget, conversant with purchase procedure etc. may be nominated for deputation.

The applications of willing and eligible Sr. AOs/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. A.32018/1/2015/MF.CGA (A)/GR.B/243 dated 26th June 2015 and even O.M. No. 1064 dated 11th Feb 2016 may be kept in view.


(Chander Prakash)
Account Officer (Gr 'B')

To,
Sr. AO (ITD)-For website.

BY-SP POST

विधि महाविद्यालय मार्ग



भारतीय फिल्म और टेलीविजन संस्थान

सूचना और प्रसारण मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संस्थान

FILM AND TELEVISION INSTITUTE OF INDIA

An Autonomous Institution Under Ministry of Information and Broadcasting, Govt. of India

No.A-12025/2/2007-Est.(Vol.III)

Dated : 07.03.2016

To,

The Controller of General of Accounts,
Ministry of Finance, Department of Expenditure,
Lok Nayak Bhavan
New Delhi - 110 511.

Subject : Filling up the post of Chief Accounts Officer in the Film and Television Institute of India, Pune, on deputation on foreign service terms.

Sir,

The Film and Television Institute of India, has to fill up one post of Chief Accounts Officer in the Pay Band of (PB-3) Rs.15600-39100/- + Rs.6600/- Grade Pay on deputation basis for a period of two years on foreign service terms from among the Senior Accounts Officers, Senior Audit Officers in the Pay Band of (PB-3) Rs.15600-39100/- + Rs.5400/- Grade Pay with requisite qualifications and experience as Senior Accounts Officer / Senior Audit Officer for atleast five years. Though the FTII is a Society registered under the Registration of Societies' Act of 1860 w.e.f. 01.10.1974, the Institute has been granted exemption by the Department of Personnel and Training, Government of India, for filling up the post of Chief Accounts Officer on deputation basis for a period of three years from the date of filling it up. A copy of the relevant letter dated 19.03.1993 is enclosed herewith for ready reference.

We shall be grateful if you kindly circulate the vacancy among eligible Senior Accounts Officers, Senior Audit Officers, who are willing to join the Institute on deputation basis, initially for a period of two years. It is requested that the particulars of not more than three eligible Officers who can be spared in the event of selection in the enclosed proforma (in duplicate) alongwith their up-to-date complete Confidential Reports Dossiers and vigilance clearance may be sent to the undersigned latest by **18.04.2016**.

The post of Chief Accounts Officer is a Senior Class-I Officer. He will be in overall incharge of the Budget and Accounts Section and Audit and has to advise Director on all financial matters, keep constant control on the Plan and Non-Plan expenditure, etc. Though Senior Accounts Officers Senior Audit Officers with five years experience are eligible for this post, it is requested that Senior Officers with experience in preparation of budget, conversant with purchase procedure etc. may be nominated for deputation. While forwarding the applications, it may be certified that the particulars furnished by the applicant are correct and that no disciplinary case is pending or contemplated against the Officer. It may be further made clear that the candidates will not be allowed to withdraw their names later on.

Yours faithfully,

(S.K. SHAHARE)
REGISTRAR

Encl. : As above.

विधि महाविद्यालय मार्ग, पुणे ४११ ००४ Law College Road, Pune 411 004

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E-mail : filmstitute@ftiindia.com Website : www.ftiindia.com

PROFORMA

1. Name
2. Permanent Address/
Mailing Address
3. Date of birth
4. Date of retirement under
Central/State Govt. Rules
or Rules of the Organisa-
tion concerned
5. Educational qualifications : (Please attach separate sheet if
required)
6. Details of experience in the
subject field of selection
7. Present post held, date
from which held, scale of
pay and pay therein
8. Details of past service

Sr. No.	Post held	Period	Scale of Pay	Whether ad-hoc or regular	Employer	Duties as performed
1.	2.	3.	4.	5.	6.	7.

9. Whether SC/ST
10. Any other information

Signature of the applicant

1. Certified that the above mentioned particulars furnished by the applicant have been
verified and found correct.
2. No vigilance/disciplinary case is pending or contemplated against the applicant.
3. His up-to date Confidential Reports Dossier is also enclosed/there is no practice of
maintaining CR dossiers in the Organisation (Strike off whichever is not applicable).
4. The integrity of the officer is also certified.
5. In case of his selection, he will be relieved on deputation.

Employer