

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

Web site

No AN/IX/9105/ADA/Deptn/2017

Dated: 31.08.2017

To,

All PCA/Pr CsDA/CsDA

Subject: - Deputation for the Post of Finance Officer in Aeronautical Development Agency, Bangalore.

The services of two AAOs of this department are required in the office of Aeronautical Development Agency, Bangalore for the post of Finance officer on deputation basis. The scale of pay applicable to the post is Level – 7 (Rs. 44900-142400) corresponding to the pay band PB – 2 Rs. 9300-3800+GP 4600 in the pre-revised pay scale. The period of deputation and other terms will be as per relevant Government Orders on the subject.

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

<u>Sl. No.</u>	<u>Name of the Post</u>	<u>Finance Officer</u>
01.	Age Limit	Upto 50 years of age.
02.	Education Qualification	Graduate in Arts/Commerce/Science and a pass in SAS or equivalent examination conducted by CGDA
03.	Experience	An officer in Pay Level – 8 (Rs. 47,600 – 1,51,100) with experience in the following fields: (a). Pay roll (including sound knowledge in personal Income tax and other service matters (b). Personal claims such as TA/DA, Medical reimbursement, LTC, CPF transactions, HBA and others advances. (c). Audit and payment of supplier's bills. (d). Knowledge of commercial accounts including maintenance of cash book, compilation of accounts etc. (e). Knowledge of computerized accounts desirable.


3. It has been clarified by the ADA Bangalore that AAO(s) on reporting to ADA on deputation will be re-designated as Sr. Finance Officer Gr-II and during the period of deputation, they will have the option either to (a) get their pay fixed in the deputed post as mentioned above or (b) draw pay of the post originally held by them with deputation (duty) allowance as applicable.

4. Further, it is also intimated by the ADA Bangalore that Age, educational qualification and experience can be relaxed in deserving cases. ADA Bangalore follows pay and emoluments pattern of Central Government. Further, medical reimbursement scheme under (CHSS) as applicable to ADA employees can be extended to the selected candidates.

5. It is requested that the bio data of the interested and eligible officers in the proforma enclosed along with the attested copies of ACRs for the last 5 years and Vigilance / Disciplinary clearance certificate may be forwarded so as to reach this HQrs office by **22nd Sep 2017.**

6. While forwarding the names of volunteers to HQrs office please ensure that the concerned officers volunteers for deputation has **completed mandatory "Cooling off" period of three years in case the officer has recently served on a deputation post.**

7. The interested officers can download the Circular from CGDA Web site and apply through proper channel.


(Manoj Kumar)
SAO (AN)

Application Proforma

1. Name and grade
2. Pay Level in 7th CPC
3. Account No
4. Date of Birth
5. Date of appointment
6. Education qualification
7. Experience
8. Station/offices served with period
In chronological order
9. Date of promotion as SO(A) / AAO

Sign. of candidate