

“हर काम देश के नाम”



कार्यालय, रक्षा लेखा महानियंत्रक  
OFFICE OF THE CONTROLLER GENERAL OF DEFENCE ACCOUNTS



उलान बटार रोड, पालम, दिल्ली छावनी – 10

ULAN BATAR ROAD, PALAM, DELHI CANTT.110010

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F. No. AN/IX/9105/MoD/2022/Cir.

Dated: 27.12.2022

To,

All PCsDA/PCA (FYs)/ CsDA/  
CsDA (Training Estt.)/CENTRAD

(Through CGDA Website)

**Sub: Filling up of post of Assistant (Excluded) in the Ministry of Defence, New Delhi on deputation basis-regarding.**

Applications are invited from willing Sr. Auditors/Auditors of Defence Accounts Department (DAD) who are fulfilling the below mentioned criteria for preparation of a panel of Sr. Auditors/Auditors for filling up vacancies of **Assistant (Excluded) in Level-6 of the Pay Matrix (Rs 35400-112400/-) in Ministry of Defence, New Delhi** on deputation basis.

2. The **eligibility criteria** for the above post is as follows:

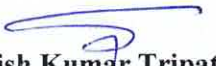
- i. Sr. Auditors of the DAD in Level-6 of the Pay Matrix (Rs. 35,400-112400/-)
- ii. Auditors of the DAD in Level-5 of the Pay Matrix (Rs. 29200-92300/-) with six years of regular service in the grade.
- iii. Maximum age limit for appointment by deputation shall not exceeding 56 years on the last date of receipt of applications.

**Note: Sr. Auditors who are drawing pay in Level-7 or above (as per 7th CPC pay matrix) are not eligible for selection to the above post.**

3. It is requested that the applications of all eligible/interested Auditors/ Sr. Auditors in your organisation with at least 2 years stay at the station may please be forwarded to HQrs office in the proforma enclosed (Annexure - I) and vigilance clearance/ integrity certificate (Annexure -II) so as to reach this HQrs office by **30.01.2023** positively.

4. While forwarding the names of volunteers to HQrs office, it may please be ensured that the individual meets the stated eligibility criteria and he/she has completed **mandatory “Cooling off” period of three years** in case the individual has recently served on a deputation post.

**Encls: As above.**

  
(Satish Kumar Tripathi)  
Sr. AO (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, if any
8. APAR Grading's 2017-18 2018-19 2019-20 2020-21 2021-22
9. Organization/Station/offices served with period in chronological order

Sl. No.	Office Served	Station Served	Organization	From	To

Sign. of candidate

**Countersigned by**

**G.O. (AN)**

## Annexure-II

### Integrity / Vigilance Clearance Certificate

This is to Certify in respect of Shri/Smt/Ms .....  
serving in the office of..... that

- (i) after scrutinizing the service records of Shri/Smt/Ms ..... working as ....., it is certified that there is no doubt about his / her integrity.
- (ii) no major / minor penalties have been imposed on him/her working as ..... during the last ten years.
- (iii) Neither Vigilance Case / Disciplinary / Criminal proceedings are pending nor completed against Shri/Smt/Ms .....working as ....., He / She is clear from Vigilance angle.

Name and Desig. of the G.O. with Stamp