



Government of India
Ministry of Communications & IT
Department of Telecommunications
National Institute of Communication Finance
ALT Complex, Ghaziabad

No.1-4/DG/ Estt./ 2010-NICF

Date 24.05.2010

OFFICE MEMORANDUM

Sub: Filling of the posts of Senior Accountant on deputation basis.

National Institute of Communication Finance proposes to fill up three posts of Senior Accountant in the office of the Director General, NICF, Ghaziabad from amongst the regular officers working in various Ministries/ Departments/PSUs of Government of India purely on deputation basis.

2. The eligibility conditions for selection to the posts of Senior Accountant are given in the Annexure-I and Annexure-II.

3. The period of deputation will initially be for three years. The pay, terms & conditions of deputation of the officers selected shall be regulated in accordance with Deptt. of Per. & Trg. OM No.2/29/91-Estt.(Pay-II) dated 05.01.1994 as amended from time to time.

4. The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationist shall not be eligible for consideration for appointment by promotion. The period of deputation including period of deputation in another ex-cadre post held immediately preceding his appointment in the same or some other Organization/ Department of the Central Government shall ordinarily not exceed three years.

5. The Head of the Departments, are requested, to forward the applications of only those eligible & willing applicants who can be spared on their being selected. No withdrawals after their selection on deputation will be entertained. Personal data may be sent (i) in the enclosed proforma (Annexure-III), (ii) along with attested copies of ACRs for the previous 5 years and (iii) Vigilance/disciplinary Clearance Certificate in the format (Annexure-IV) to the undersigned by name so as to reach positively by 26th August-2011.

Encl: A/a

(Kalpana Singh)
Director
0120-2702366 (O)

Copy to:

1. Under Secretary (SEA), Deptt. Of Telecom, Sanchar Bhawan, 20 Ashoka Road, New Delhi-110001.
2. All Ministries/ Deptt./ PSUs

The eligibility conditions for appointment of Senior Accountant on deputation basis as under:-

1. Name of the post: Senior Accountant, non Gazetted Group 'B' in the O/o the Director General, National Institute of Communication finance.
2. Place of Posting : Ghaziabad & Delhi
3. Pay Band: Rs. 9300-34800 in PB-2
4. Grade Pay: as applicable
5. Eligibility: (a) Officers under the Central Government.
 - a. Senior Accountant on regular basis; or
 - b. Holding analogous posts on regular basis.
 - c. Junior Accountant with 7 Years regular service in the grade as on date.
 - d. The maximum age limit for appointment by deputation shall not exceed 56 years as on the date of publication of advertisement.

PROFPRMA

APPLICATION FOR DEPUTATION IN THE DEPARTMENT OF
TELECOMMUNICATIONS.

1. Name of the official
2. Date of birth and age
3. Whether belongs to SC/ST
4. Educational qualifications
5. Post held on regular basis with scale of pay :
6. Details of present post held :
 - a) Designation of the post
 - b) Scale of pay and present pay drawn
 - c) Date of appointment to the post
 - d) Nature of appointment to the post
 - e) Name of the Ministry/Department where presently employed with full. Address and telephone number.
7. Details of employment/ experience:

Office/Inst/Org	Post held	Period	Scale of pay & present pay	Nature of duties
(1)	(2)	(3)	(4)	(5)

8. Details of deputation held previously, if any, with full particulars.
9. Knowledge of computer, If "YES" , details of qualification /experience
10. Remarks, if any

Signature of the candidate

Contact No.

CERTIFICATE TO BE RECORDED BY THE OFFICE/DEPARTMENT
WHILE FORWARDING THE APPLICATION

1. Certified that the particulars given by the applicant are true and have been verified from the office record.
2. The applicant, if selected, will be relieved immediately.
3. Up-to-date ACR Dossiers for the last five years are enclosed.
4. It is certified that no vigilance case is pending or contemplated against him/her. There is nothing against the candidate which makes him/her ineligible for consideration for appointment to the post applied for.
5. No major/minor penalty is in force or current against the official.

Date:

Signature of Head of Office/Department

Official Seal

Telephone No.