



विश्वविद्यालय अनुदान आयोग
बहादुरशाह जफर मार्ग
नई दिल्ली-110 002
UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI-110 002

Applications are invited for one post of Accounts Officer for University Grants Commission, South West Regional Office, Bangalore on deputation basis on Foreign Service terms in the scale of pay of Rs.7450-225-11500. The post is to be filled on deputation basis (foreign service) initially for one year extendable upto three years from the SAS/JAO examination passed officers in organized Accounts Cadre of Govt. of India on usual terms and conditions laid down in Govt. of India, Ministry of Personnel & Training OM No.2/29/81-Estt.(Pay.II) dated 05.01.1994, as amended from time to time. If the incumbent is in higher scale in parent cadre or gets perma promotion in higher scale during the period of deputation with UGC, his/her pay in higher scale will be protected as personal to him/her. There is no CGHS facilities in University Grants Commission Regional Offices and he will, therefore, be covered under CS(MA) Rules.

Application in duplicate in the prescribed format duly forwarded by his/her employer alongwith attested copies of last three ACRs should reach in the office of the **Under Secretary(Admn.I/A&B), University Grants Commission, Bahadur Shah Zafar Marg, New Delhi-110002** within one month from the date of publication of this advertisement. It should also be certified by the Employer that the particulars furnished by the officer are correct and that no disciplinary case is pending or contemplated against him. Incomplete application will not be entertained. The outside candidates to be called for interview will be paid TA as per Govt. of India rules. No TA will be paid to local candidates.

The eligibility conditions and prescribed format of application for the post of AO is as under :

I Terms & Conditions for the post of Accounts Officer of the UGC (SWRO, Bangalore) in the pay scale of Rs. 7450-225-11500/- :

1. Method of Recruitment : Transfer on Deputation on Foreign Services terms
2. Eligibility - Officers under Central Government
 - (a) (i) Holding analogous posts on regular basis or;
 - (ii) with 3 years regular service in posts in the scale of Rs.6500-10500/- or equivalent : or
 - (iii) with 8 years regular service in posts in the scale of Rs.5500-9000/- or equivalent and ;
- (b) Possessing the following educational qualification :

Essential:

Graduate and SAS / JAO Exam qualified from any organized accounts/audit cadre of Govt. of India.

3. Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization / department shall not ordinarily exceed 3 years. The maximum age for appointment shall not exceed 56 years as on the closing date of receipt of applications. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.
4. The persons selected will have the option to draw his/ her grade pay plus deputation (duty) allowance in accordance with the DOPT O.M. No.2/29/91-Estt.(P-II) dated 5/01/1994 or to have his/ her pay fixed in the scale of pay of the post subject to relevant rules on the subject. According to the said order, deputation (duty) allowance shall be paid to the officer at the rate of 5% of basic pay and DP thereon subject to the ceiling of Rs.500/- p.m. for transfer within the same station and at the rate of 10% of basic pay and DP thereon subject to a ceiling of Rs.1000/- p.m. in other cases. If the incumbent is in higher scale in parent cadre or gets perma promotion in higher scale during the period of deputation with UGC, his/ her pay in higher scale will be protected as personal to him/ her.

II PROFORMA APPLICATION FOR THE POST OF ACCOUNTS OFFICER

1. Name & Address (in block letters) :

Phone no. Res. -----, Office -----

Email Address -----

2. Date of Birth (in Christian Era) :

3. Date of retirement under Central / State Govt.'s rule :

4. Educational qualifications : 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 of the same):

Qualification / Experience required **Possessed by the Officer**

Essential: 1

5. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post:

6. Whether your candidature is for appointment on transfer on deputation or transfer basis:

7. Details of Employment in Chronological order enclose a separate sheet duly authenticated by your signature, if the space is insufficient :

Office/Instt./Org.	Post held	From	To	Scale of Pay & basic Pay	Nature of duties
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8. Nature of present employment i.e. ad hoc or temporary or quasi-permanent or permanent:

9. 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 :

10. Additional details about present employment :

Please state whether working under:-

- a) Central Govt./State Govt. c) Govt. undertaking
b) Autonomous organization d) Universities

11. Are you in revised scale of pay, if yes, give the date from which the revision took place and also indicate the pay revised____

12. Total emoluments per month now drawn :

13. 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:

14. Whether belong to SC/ST:

15. Remarks :

Date _____

Signature of the Candidate

Address: _____

Countersigned _____
(Employer)