No. F A24011/44/2022-AD-II
Government of India
Ministry of Home Affairs
O/o Registrar General & Census Commissioner, India

Janganana Bhawan,
2-A, Mansingh Road, New Delhi-110011
Dated:21.11.2024

CIRCULAR

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Subject:- Filling up of one post of "Junior Accounts Officer" on deputation basis in the Headquarters Office of the Registrar General, India, New Delhi.

The undersigned is directed to say that the services of suitable officers from Central Government Departments/Offices is required for filling up of one post of Junior Account Officer on deputation basis in the erstwhile Pay Band-2 (Rs. 5,500-175-9000/-) as per 6th CPC and in level-6 (Rs. 35,400-1,12,400/-) as per 7th CPC in the Headquarters Office of the Registrar General, India at New Delhi.

2 The particulars/ eligibility condition for appointment to this post are given in Annexure-I. The pay of the candidate selected for appointment on deputation will be regulated in accordance with the provisions contained in the Department of Personnel & Training O.M. No. 2/12/87-Estt (Pay. II) dated 29.04.88 as amended from time to time. The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or Department of the Central Government shall not exceed three years. Those who are of the age of 56 years or above need not apply.

3 Names of the suitable Officers who are eligible/willing and who can be spared may be sent to the undersigned in the given Proforma (Annexure-II), within 45 days from the date of its publication in the Employment News/Rozgar Samachar along with their attested copies of C.R. Dossiers for the last 5 years, vigilance clearance/Integrity certificate and cadre clearance. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

The applications received after the prescribed date or without CR Dossiers/Vigilance Clearance etc will not be entertained.

21/11/24

(Kasu Nath Soren)
Under Secretary to the Govt of India

Copy to:

1. All the Ministries/Departments of Govt. of India.
2. All Heads of Divisions/Sections of RGI's Office/All DCO's including Language Division.

K. N. Soren
अवर सचिव/Under Secretary
भारत के महारजिस्ट्रार एवं जनगणना आयुक्त का कार्यालय
O/o Registrar General & Census Commissioner, India
गृह मंत्रालय/M/o Home Affairs
जनगणना भवन, 2/ए, मानसिंह रोड, नई दिल्ली-110011
Janganana Bhawan, 2/A, Mansingh Road, New Delhi-110011

3. Assistant Director, Room No 293, Directorate of Advertisement & Visual Publicity, Ministry of Information & Broadcasting, Suchna Bhawan, CGO complex, II[nd] Floor, Lodhi Road, New Delhi. It is certified that as per the terms and conditions this office will make the payment towards the publication charges as agreed upon.

4. The Assistant Director, Hindi Section, Sewa Bhawan for providing Hindi version for the circular.

5. Notice Boards at NDCC-II Building, R.K. Puram, Pushpa Bhawan, Sewa Bhawan, New Delhi.

6. Circular File.

Annexure-I

Name of the post : **Junior Accounts Officer**

No. of Posts : 01

Pay scale : Pay Band-2, Rs 5,500-175-9000 as per 6th CPC and in level-6 (Rs. 35,400-1,12,400/-) as per 7th CPC.

Method of Recruitment: Deputation

Eligibility:

Post	Method of Recruitment
Junior Accounts Officer	Deputation: **A.**(a)(i) Assistants of Central Secretariat Service holding the post on regular basis; or (ii) Upper Division Clerks of Central Secretariat Clerical Service with eight years' regular service in the grade; and (b) who have undergone training in cash and accounts work in the Institute of Secretariat Training and Management or equivalent and possess three years' experience of cash, accounts and budget work; failing which, **B.** Officers under the Central Government,- (a)(i) holding analogous posts on regular basis in the parent cadre or department, or (ii) with three years service with the grade rendered after appointment thereto on regular basis in posts in the scale of pay of Rs. 5,000-8,000 or equivalent in the parent cadre or department, or (iii) with six years service in the grade rendered after appointment thereto on regular basis in posts in the scale of pay of Rs. 4,500-7,000 or equivalent in the parent cadre or department, or (iv) with eight years service in the grade rendered after appointment thereto on regular basis in posts in the scale of of pay of Rs. 4,000-6,000 or equivalent in the parent cadre or department; and (b) who have undergone training in cash and accounts work in the Institute of Secretariat Training and Management or equivalent and possess three

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मानसिंह रोड, 2/ए, मानसिंह रोड, नई दिल्ली-110011
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	years' experience in Cash, Accounts and Budget work. or A pass in the Subordinate Accounts Service or equivalent examination conducted by any of the organised Accounts Departments of the Central Government. Note 1:- Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years. Note 2:- The maximum age limit for appointment on deputation shall be not exceeding 56 years on the closing date of the receipt of applications.

Annexure-II

BIO-DATA PROFORMA

Application for the post of:-

1.	Name and Address in Block letters:-				
2.	Date of Birth:				
3.	Date of retirement under Central/State Government Rules:				
4.	Educational Qualifications:				
5.	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 for the same.)				
6.	Please state clearly whether in the light of entries made by you above you meet the requirements of the post.				
7.	Details of Employment in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is sufficient.				
Office /Instt./	**Post held**	**From**	**To**	**Scale of pay and Basic pay**	**Nature of duties**

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जनगणना भवन, 2/ए, मानसिंह रोड, नई दिल्ली-110011
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Orgn.					
8.	Nature of present employment i.e. Ad-hoc/ Temporary or Quasi-Permanent/ 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 Government b. State Government c. Autonomous Organization d. Government Undertakings e. Universities				
11.	Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.				
12.	Present total emoluments per month.				
13.	Additional information, if any, which you would like to mention in support of your suitability for the post.				
14.	Whether belongs to SC/ST				
15.	Remarks				

Note: Incomplete applications and not counter signed by Head of Office/Employer will not be entertained.

Date_____ Signature of Candidate

Countersigned_____ Address _____

(Employer)

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