



GOVERNMENT OF INDIA
MINISTRY OF COMMUNICATIONS & I.T.
DEPARTMENT OF TELECOMMUNICATIONS
O/o The Controller of Communication Accounts
Odisha Telecom Circle ,4'th Floor, CPMG Building, Bhubaneswar-751001.

No.OR/CCA/Est./1-3/2009/6

Dated : 20 -05-2013

NOTIFICATION

Sub : Vacancy circular to fill up of the post of Lower Division Clerk/Junior Accountant / Senior Accountant / Asstt. Communication Accounts Officer in the office of the Controller of Communication Accounts, Odisha on deputation basis.

Controller of Communication Accounts, Odisha, Bhubaneswar proposes to fill up some posts of Lower Division Clerk /Junior Accountant / Senior Accountant / Asstt. Communication Accounts Officer (ACAO) in the office of the Controller of Communication Accounts, Odisha Circle, Bhubaneswar-1 from amongst regular officials working in the Central / State Government / Public Sector Undertakings as per the details given below.

Grade	Pay Band	Grade Pay	No. of posts to be filled up
Lower Division Clerk	5200-20200	1900	18
Junior Accountant	5200-20200	2800	06
Senior Accountant	9300-34800	4200	15
Asstt.Communication Accounts Officer	9300-34800	4800	07

2. The eligibility conditions for selection to the post of Lower Division Clerk / Junior Accountant / Senior Accountant / Asstt. Communication Accounts Officer are given in the Annexure-I.

3. The period of deputation will be for a period of three year and likely to be extended by two more years if required in the exigencies of public service. The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of applications. The pay, terms and conditions of deputation of the officers selected shall be regulated in terms of Ministry of Personnel, Public Grievances and Pension (Department of Personnel & Training) OM No. 6/8//2009-Estt.(Pay-II) dated 17.06.2010 and other rules and instructions on deputation from one Central Government Department to other Central Government Department as amended from time to time. The officials taken on deputation will be considered for posting exclusively in the office of Controller of Communication Accounts, Odisha Circle, Bhubaneswar-1.

4. The Head of the departments, who forward the applications of willing and eligible officials, duly recommended, are requested, to forward the applications of the 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 pro-forma (Annexure-II), (ii) along with attested copies of ACRs for the previous 5 years, (iii) Integrity certificate and (iv) Vigilance clearance, to the undersigned by name so as to reach positively by 28th June 2013.

Encl: Annexures I & II

Sd/-
(S. R. Swain)
Jt. Controller
Tel.0674-2534005
Fax 0674-2530424

Copy to:

1. The Chief Post Master General, Odisha Circle, Bhubaneswar-1
2. Principal Accountant General (A&E), Odisha, Bhubaneswar-1
3. Accountant General (A&E), Odisha, Bhubaneswar-1
4. P & T Audit Office, Cuttack
5. Central Govt. offices located in Bhubaneswar, Odisha.
6. Under Secretary (SEA), Deptt. of Telecommunications, Sanchar Bhavan, 20 Ashoka Road, New Delhi-110 001 for information.

Sd/-
(K. C. Nayak)
ACCA (Admn)
Tel. 0674-2394603
Fax. 0674-2532499

ANNEXURE-I

Particulars and eligibility conditions to fill up the posts of Lower Division Clerk/
Junior Accountant / Senior Accountant / Asstt. Communication Accounts Officer on transfer
on deputation basis in the office of the Controller of Communication Accounts, Odisha
Telecom Circle, Bhubaneswar under the Department of Telecommunications.

Sl.No.	Name of the Post	Scale of Pay	Eligibility conditions
1.	Lower Division Clerk	PB-1 (Rs.5200-20200) GP.Rs.1900/-	Officials holding same/analogous post in Central / State Government and PSUs.
2.	Junior Accountant (Gr - 'C')	PB-1 (Rs. 5200-20200) + GP. Rs. 2800/-	(i) Officials holding same/analogous post in Central / State Government and PSUs. OR (ii) LDC having 8 years of regular service in the grade. OR (iii)UDC having 3 years regular service in the grade.
3.	Senior Accountant (Gr - 'B' Non Gazetted)	PB-2 (Rs. 9300-34800) + GP. Rs. 4200/-	(i) Officials holding same/analogous post in Central / State Government and PSUs. OR (ii)Jr.Acctt/Auditor having 3 years of regular service in the grade.
4.	Asstt. Communication Accounts Officer (ACAO) (P&T Accounts and Finance Service, Telecom. Wing (Gr - 'B' Gazetted)	PB-2 (Rs. 9300-34800) +GP. 4800/-	(i) Officials Holding same/analogous posts in Central / State Government and PSUs. OR (ii) Jr./Sr. Accountants, Clerks/ PAs who have qualified in both Part-I & II of JAO Postal) Exam with 5 years regular service in the cadre as on 01.01.2013. OR (iii) Jr./Sr. Accountants, Clerks/ PAs who possess the qualification of passing the SAS or Equivalent examination conducted by any of the Organized Accounts, Deptt. of Central/State Government and PSUs.

ANNEXURE-II

PROFORMA

APPLICATION FOR THE POST OF _____ ON
DEPUTATION TO THE O/O CONTROLLER OF COMMUNICATION ACCOUNTS, ODISHA.

- (1) Name of the Official :
- (2) Date of Birth & 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 :
(whether regular/ad-hoc/officiating)
- (e) (Name of the Ministry & Department :
- (f) Where presently employed with full :
Address and Telephone No. :
- (7) Details of Employment / experience :

Office/Inst./Orgn.	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 CR dossier for the last five years are enclosed.
4. It is certified that no vigilance case is pending or contemplated against him. There is nothing against the candidate which makes him ineligible for consideration for appointment to the post applied for.
5. No Major / Minor penalty is in force or current against the official.

Sign. Of the Head of Office /
Department with official seal
Tel. No.

Date