



File no. A-35014/1/2023- Admn.(N

Dated: 24.08.2023

Government of India
Ministry of Personnel, Public Grievances & Pensions,
Staff Selection Commission (Northern Region)
5th Floor, Block No. 12, CGO Complex,
Lodhi Road, New Delhi – 110 003.

OFFICE MEMORANDUM

Subject: Filling up of post of Accounts Officer in Staff Selection Commission, Northern Region on deputation basis.

Staff Selection Commission, Northern Region invites applications for filling up of the following post on deputation basis. The details of the post alongwith the eligibility criteria education qualification / experience etc required for the post is given in enclosed Annexure-I

Sl. No.	Name of the post	No. of Post	Pay level
1	Accounts Officer	01	Level-7

- 2 The appointment will be made on deputation basis initially for a period of 03 years, which can be extended for a period of not exceeding seven years, and will be governed by instructions issued vide DoPT vide OM No. 6/8/2009-Estt (Pay-II) dated 17.06.20210, as amended from time to time. The fixation of pay/ deputation (duty) allowance shall be governed by instructions issued by D0PT from time to time.
- 3 The maximum age limit on deputation shall not exceed 56 years as on closing date of receipt on application the Commission. The Commission reserves the right not to fill up any or all the above vacancies.
- 4 The application in the prescribed proforma (Annexure-II) together will all necessary documents i.e. cadre clearance, vigilance clearance, copies of APARs etc and 'Certificate from the Employer' should reach to the undersigned, through proper channel, within 2 months from the date of publication of the advertisement in Employment News.
- 5 It is clarified that any form of conditional forwarding from the employer or applications received without prescribed documents and 'Certificate of Employer' will be rejected.
- 6 The applicants must ensure that their application(s) should reach SSC(NR) through proper channel by the last date prescribed for receipt of applications. However, they may also send an advance copy of application to SSC (NR) well before the last date prescribed and ensure forwarding of their application through proper channel promptly.
- 7 This may kindly be given wide publicity.

(Bimal Kumar Gupta)
Under Secretary (Admn)

To

1. All Ministries / Departments / Organizations of the Govt. of India through Employment News Publications Division, Ministry of Information & Broadcasting, Govt of India, VII Floor, Room No-764, Soochna Bhavan, C.G.O. Complex, Lodhi Road, New Delhi 110003
2. The Deputy Secretary CS) Dept. of Personnel & Training, Lok Nayak Bhawan, Khan Market, New Delhi-110003 with the request to get this OM placed on the website.

Copy to:-

1. Ms Swati, US (Estt-I), SSC (HQ), CGO Complex, Lodhi Road, New Delhi.

ANNEXURE-I

Eligibility criteria for deputation post:-

Sl. No.	Name of Post & Pay Scale	Qualification/ requirements	No. of posts
	Accounts Officer Level-7	<p>Deputation / absorption:- Officers under the Central Government:-</p> <p>(a)</p> <p>(i) holding analogous post on regular basis in the parent cadre or Department or</p> <p>(ii) with two years service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs. 6500-10500 (as per 5th CPC) or equivalent in the parent cadre / Department or</p> <p>(iii) with five years service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs. 5500-9000 (as per 5th CPC) or equivalent in the parent cadre or Department</p> <p>and</p> <p>(b) possessing the following qualifications and experience:-</p> <p>(i) a pass in the Subordinate Accounts Services or equivalent examination conducted by the Accounts Departments of the Central Government or</p> <p>(ii) successful completion of training in the Cash and Accounts work in the Institute of Secretariat Training and management or equivalent and</p> <p>(iii) five years experience in Cash Accounts and Budget work</p> <p>Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same some other organization or Department of the Central Government shall ordinarily not exceed three years).</p> <p>The maximum age limit for appointment by deputation/ absorption shall be not exceeding 56 years as on the closing date of the receipt of application</p>	

ANNEXURE-II

Please paste
passport size
photograph here

1.	Name and address (In Block Letters)	
2.	Post applied for	Accounts Officer
3.	Date of Birth (DD/MM/YYYY)	
4.	Date of superannuation (DD/MM/YYYY)	
5.	Status of your present employer (Pl. specify whether Central Govt. / State Govt / Autonomous / Statutory Body / PSU / others (specify)	
6.	Initial date of appointment in Govt. Service	
7.	Office of address with Telephone No. & email	
8.	Residential Address with Telephone No.	
9.	Present post held alongwith Pay level and present basic Pay / Pay Scale / pay Bank and Grade pay of the post held	
10.	Educational Qualifications	

Please state clearly whether in the light of entries made by you below, you meet the requisite Essential Educational and other qualifications and work experience required for the post (if any qualifications have been treated as equivalent to the one prescribed in the Rules. State the authority for the same)

Essential

Qualification /
Experience
required

Qualifications /
Experience
possessed by the
officer

1

2

3

Desirable (wherever
applicable)

a

b

c

12

Details of Employment, in chronological order, enclose a separate sheet duly authenticated by you signature, if the space below is insufficient

Office / Institution

Post held

From

To

Scale of Pay
and basic pay
in old pay hand

Nature of
duties (In
details)

13.

Nature of present employment i.e. adhoc
or Temporary or /quasi-permanent or
Permanent

14.

In case of 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

15.

Please state whether you are working in
the same department and are in the feeder
grade or feeder to feeder to feeder grade

16.

Are you in Revised Scale of Pay? If yes,
give the date from which the revision took
place and indicate the pre-revised scale

Total emoluments as per month now drawn

18.	<p>Additional information, if any, which you would like to mention in support of your suitability for the post, (This among other things may provide information with regard to:-</p> <ul style="list-style-type: none">(i) Additional academic qualification(ii) Professional training and(iii) Work experience over the above prescribed in the vacancy circular / Advertisement) <p>Note: Enclose a separate sheet, if the space is insufficient</p>	
19	<p>Please state whether you are applying for Deputation (ISTC) /Absorption/ Reemployment basis. (Officers under Central /State Governments are only eligible for "Absorption" Candidates of non Government Organisations are eligible only for short Term Contract)</p>	
20	<p>Remarks (The candidates may indicate Information with regard to</p> <ul style="list-style-type: none">(i) Research publications and reports and special projects(ii) Awards / Scholarship / Official Appreciation(iii) Affiliation with the professional bodies / institutes / societies and(iv) Any other information. <p>Note: Enclose a separate Sheet if the space is insufficient)</p>	
21	<p>Please state briefly how you find yourself best suitable for the posts applied for</p>	

I have carefully gone through the vacancy circular / advertisement, and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post. It is also certified that the information furnished above is correct and true to the best of my knowledge. In event of my selection, I shall abide by terms and conditions of the services attached to the post.

Signature: _____

Date:-

Name: _____

(Certification by the Employer / Cadre Controlling Authority)

The information / details provided in the above application by the applicant are true and correct as per the facts available on records. He / She possesses educational qualifications and experience mentioned in the Advt. I selected, he / she will be relieved immediately.

It is also certified that:-

- i) There is no vigilance or disciplinary case pending / contemplated against Shri / Ms _____.
- ii) His / her integrity is certified.
- iii) His/ her CR Dossier in original is enclosed / photocopies of the ACRs for the last 5 year duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.
- iv) No major / minor penalty has been imposed on him / her during the last 10 years or A list of major / minor penalties imposed on him / her during the last 10 years is enclosed (as the case may be)
- v) Cadre Controlling Authority has no objection to the consideration of the applicant for the posts mentioned in this advertisement.

Signature _____

Name and Designation _____

Tel No. _____

Office Seal. _____

Place:-

Date:-

List of enclosures:-

1. .

2. .

3. .

4. .

5. .

6. .