

No.12023/08/2010-E.II.
Government of India
Ministry of Agriculture
Department of Agriculture and Cooperation

Krishi Bhawan, New Delhi
Date: 30th July 2010

Office Memorandum

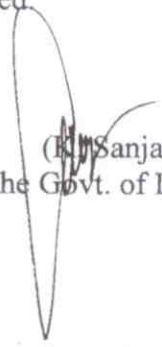
Subject: Filling up of one post of Accounts Officer in PB:2 [Rs.9300-34800] +Grade Pay Rs.4,800/- in the Ministry of Agriculture, (Department of Agriculture and Cooperation) on deputation basis – regarding

Applications are invited from eligible and suitable officers for filling up one post of Accounts Officer on deputation basis. Details of the post, eligibility conditions etc. is given in the **Annexure I**. The pay of the officer selected for appointment on deputation basis will be regulated in terms of DOPT's OM No. 2/29/91-Estt. (Pay.II), dated 05.01.1994.

2. Applications of only such officers/candidates will be considered as are routed through proper channel and are accompanied by (i) bio data (in triplicate) as per proforma (**Annexure II**) (ii) Photocopies of ACRs for the last five years attested by an officer not below the rank of Under Secretary (iii) Vigilance Clearance/Integrity Certificate and (iv) statement giving details of major or minor penalties imposed on the officer, if any, during the last 10 years.

3. It is requested that applications of suitable and eligible officers and who can be spared immediately in the event of selection may be sent directly to the Under Secretary (Personnel-II), Department of Agriculture & Cooperation, Room No.37, Krishi Bhawan, Rajendra Prasad Road, New Delhi-110 001 within a period of **60 days** from the date of issue / publishing of this Advertisement in the Employment News.

4. Advance copies of applications or received after the prescribed closing date or not accompanied with the required certificates/documents are liable to be rejected.


(R. Sanjayan)
Under Secretary to the Govt. of India

Copy for information/necessary action to:-

1. All Ministries/Departments of the Government of India. It is requested that the vacancy may please be given wide publicity.
2. Controller General of Accounts, Department of Expenditure, Lok Nayak Bhavan, New Delhi (5 copies)
3. All Attached and Subordinate offices under the Department of Agriculture and Cooperation
4. Chief Controller of Accounts, Department of Agriculture and Cooperation, 16A, Akbar Road Hutments, New Delhi.
5. JS(Admn.)/JS(Seeds)/ Director(P)/US(Seeds)//US(P.II)
6. All Sections/ Units of Department of Agriculture and Cooperation
7. Facilitation Centre, Department of Agri. & Cooperation
8. Copy to NIC for uploading the above circular in Ministry of Agriculture's website.
9. S.O.(E.II.)/Guard file/Spare Copies/Notice Board

(K. Sanjayan)

Under Secretary to the Govt. of India

ANNEXURE I

1. Name of the post: Accounts Officer
 2. Number of posts: 1
 3. Classification of post: General Central Service Group 'B' Gazetted, Non-ministerial
 4. Pay Scale: PB:2 [Rs.9300-34800] +Grade Pay Rs.4,800/- in the Revised Pay scale.
 5. Age Limit: The maximum age-limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.
 6. Eligibility Conditions for appointment on deputation basis (including short term basis): Officers of the Central Government Offices possessing the following service, educational qualifications and experience are eligible : -
 - (i) Officers under the Central Government holding analogous posts on regular basis or posts of Junior Accounts Officer/Accountant or equivalent in the revised pay scale of PB:2 [Rs.9300-34800] +Grade Pay Rs.4200 [pre-revised scale of Rs.5500-200-9000], with six years' regular service, in the grade; or
 - (ii) Officers of the Central Govt. holding posts in the revised pay scale of PB:2 [Rs.9300-34800] +Grade Pay Rs.4,800/- [pre-revised scale : Rs.6500-200-10500] or equivalent on regular basis who have undergone training in the Cash and Accounts work in the Institute of Secretariat Training and Management or equivalent and possess experience in Cash, Accounts and Budget work; or
 - (iii) S.A.S. Accountants with six years' regular service in the grade from any of the Organised Accounts Department.
- Note: 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.
8. Place of posting: New Delhi
 9. Period of deputation: 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 of the Central Government shall ordinarily not exceed 3 years.
 10. Duties and responsibilities attached to the post:
 - i) To deal with the accounts matter and oversee the financial management of ongoing Seed Schemes and programmes in Seeds Division.
 - ii) To monitor effectively the funds released under the Schemes/ Programmes of the Seeds division, funds utilized by the implementing agencies and maintaining data of unspent balance.
 - iii) To work in the capacity of Drawing & Disbursing Officer(DDO) of Seeds Mission.

