

## Vacancy Notice

The Pay & Accounts Organisation, Andaman & Nicobar Administration requires services of an eligible officer for appointment by deputation as '*Assistant Accounts Officer in Level 08 of the Pay Matrix (Group 'B', Gazetted, Ministerial)* to fill one post of AAO in the O/o Resident Commissioner, New Delhi, Andaman & Nicobar Administration (Office Address : 12, Bir Tikendrajit Marg, Chanakyapuri, New Delhi - 110021 ).

The **eligibility conditions** for the post are:

i. Officers from any Organized Accounts Service under the Central Govt:

(a) (i) Holding the post of Assistant Accounts Officer in Level 08 of the Pay Matrix on regular basis in the parent cadre/ department; or

(ii) Holding the post of Senior Accountant/ Accountant/ Senior Auditor/ Auditor in Level 06 of the Pay Matrix with six years regular service in the parent cadre/ department; and

(b) Has qualified SAS or Assistant Accounts Officer Examination conducted by Controller General of Accounts, Ministry of Finance, New Delhi.

**or**

ii. Officers under the Central Government:

(a) (i) Holding analogous post on regular basis in the parent cadre/department; or

(ii) With six years service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Level 06 of the Pay Matrix or equivalent in the Parent cadre/ department; and

(b) Has passed SAS or Common Assistant Accounts Officer Examination conducted by Controller General of Accounts, Ministry of Finance, New Delhi.

**The terms and conditions governing the deputation are given below:**

1. The term of deputation will be for one year initially and further extendable up to two years (total three years) as per normal rules.
2. Dearness Allowance and other Allowances will be admissible as per the orders of Government of India.
3. The Deputation (Duty) Allowance will be admissible as per the normal rules.

4. Other terms and conditions of service will be as per the rules and orders in force issued by the Government of India from time to time.
5. The duties and responsibility of the AAO, O/o RC, New Delhi, A & N Admn. includes supervision of Accounts Section, preparing budget, examining expenditures, preparing bills, reconciliation of expenditures, and duties related to all other financial matters.

Eligible officers who are interested may apply by submitting their bio data and service details in a plain paper to the Director of Accounts & Budget, Chief Pay & Accounts Office, Port Blair - 744101 latest by **02.07.2018** through their respective office. While forwarding the application of the eligible officers the competent authorities should certify the correctness of the details furnished by the candidates. Certified copies of APARs for last five years, a certificate to the effect that there is no departmental / Vigilance case pending/Contemplated against the Officers, Integrity Certificate and a certificate regarding imposition of Major/Minor penalty during last ten years, if any, should also be furnished while forwarding the applications.

**Senior Accounts Officer-IV**