



**GOVERNMENT OF INDIA
MINISTRY OF COMMUNICATIONS & I.T.
DEPARTMENT OF TELECOMMUNICATIONS
O/o The Controller of Communication Accounts
Orissa Telecom Circle, 4th Floor, CPMG Building, Bhubaneswar-751001.**

No.OR/CCA/Est./1-1/2008/63

Dated : .11.2008

OFFICE MEMORANDUM

Sub: Filing up of the post of Junior Communication Accounts Officer in the office of the Controller of Communication Accounts, Orissa on deputation basis.

The Department of Telecommunications proposes to fill up some posts of Junior communication Accounts Officer (Jr. CAO) in the office of the Controller of Communication Accounts, Orissa Circle, Bhubaneswar-1 from amongst regular officials working in the various Ministries/Departments of Government of India, purely on deputation basis.

2. The eligibility conditions for selection to the post of Jr. Communication Accounts Officer are given in the Annexure-I.

3. The period of deputation will be for a period of one year and likely to be extended for three years. 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. 2/29/91-Estt (Pay-II), dated 05.01.1994 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 in the office of Controller of Communication Accounts, Orissa Circle preferably at Bhubaneswar.

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4. The Head of the Departments, who forward the applications of willing and eligible officials, duly recommended, are requested, to forward the applications of **only those applicants who can be spared immediately** on their being selected. No withdrawals after their selection on deputation will be entertained. Personal data may be sent (i) in the enclosed proforma (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 20 Dec 2008.

Encl: Annexures I & II

(Prahlad Singh)
Controller

Tel. 0674-2391644

Fax 0674-2392646

Copy to:-

1. The Chief Post Master General, Orissa Circle, Bhubaneswar-1
2. Principal Accountant General (CA), Orissa, Bhubaneswar-1
3. Accountant General (A&E), Orissa, Bhubaneswar-1
4. P & T Audit Office, Kolkata / Cuttack / New Delhi
5. FA & CAO, E. Co. Railway, Chandrasekharpur, Bhubaneswar
6. All Concerned Central Government Offices in New Delhi / Orissa
7. Asstt. Director General (SEA), Deptt of Telecommunications, Sanchar Bhavan, 20 Ashoka Road, New Delhi-110 001 for information w.r.t their OM No. 33-3/2008-SEA-II dated 29.02.2008.

ANNEXURE – I

Particulars and eligibility conditions to fill up the post of Junior Communication Accounts Officer on transfer on deputation basis in the office of the Controller of Communication Accounts, Orissa Circle, Bhubaneswar under the Department of Telecommunications.

1.	Name of the Post	Junior Communication Accounts Officer (P&T Accounts and Finance Service, Telecom. Wing) in the office of Controller of Communication Accounts, Orissa Telecom Circle, Bhubaneswar – 1 under the Department of Telecom.
2.	Scale of Pay	Pay Band – II, (Rs. 9,300-34,800), Grade Pay–Rs.4,800
3.	Eligibility	<p>(a) Officers under the Central Government.</p> <p>(i) Holding analogous post of Junior Accounts Officer on regular basis.</p> <p style="text-align: center;"><u>or</u></p> <p>(ii) JAs/SAs/PAs who have qualified in both Part-I & Part-II JAO Postal Exam with 5 years of regular service in the cadre as on 31-10-2008.</p> <p style="text-align: center;"><u>or</u></p> <p>(iii) Holding regular post of Section Officer (A/C) or (Audit) or SOGE passed employees with 5 years of regular service as on 31-10-2008.</p> <p style="text-align: center;"><u>or</u></p> <p>(iv) Section Officer/Sr. Section Officer of Railways having equivalent status of JAO of DoT.</p> <p>(b) The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of applicants.</p>
4.	Duration	Period of deputation will be for a period of three years which may be extended further as per DOP&T guidelines and relevant rules.

ANNEXURE-II

PROFORMA

- (1) Name of the Official :
- (2) Date of Birth & Age :
- (3) Whether belongs to SC/SC :
- (4) Educational Qualifications :
- (5) Rank/Grading and Year of passing of qualifying JAO/SAS Examination :
- (6) Post held on regular basis with scale of pay/Date of working as JAO on regular basis :
- (7) 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 :
Where presently employed with full address and Telephone No.
- (8) Details of Employment/experience :

Office/Inst./Orgn	Post held	Period	Scale of Pay & Present pay	Nature of duties
1.	2.	3.	4.	5

- (9) Details of deputation held previously. If any, with full particulars :
- (10) 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.

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

Date :