

NEW DELHI MUNICIPAL COUNCIL
PALIKA KENDRA: NEW DELHI
SECRETARY'S ESTT. BRANCH

No. F.A-12034/15/2018/Secy-Estt./ २९३ /SA-I(R)

Dated: ७.६.२०१८

VACANCY CIRCULAR

To,

1. The Assistant Comptroller & Auditor General (P), O/o the Comptroller & Auditor General of India, Pocket 9, Deen Dayal Upadhyay Marg, New Delhi-110124
2. The Under Secretary/E(O/II), Railway Board, Ministry of Railway, Rail Bhawan, Rafi Marg, New Delhi
3. The Controller General of Defence (Accounts), Ulan Batar Road, Palam, Delhi Cantt.-110010

Subject: Filling up of one post of Financial Advisor in PB-4 (pre-revised pay scale) ₹37400-67000 with Grade Pay of ₹10000/-, (Level-14 in Seventh CPC) in New Delhi Municipal Council on deputation basis

Sir,

It is proposed to fill up one post of Financial Advisor, in PB-4 (pre-revised pay scale) ₹37400-67000 with Grade Pay of ₹10000/-, (Level-14 in Seventh CPC) in New Delhi Municipal Council on deputation basis for a period of 03 years. The period of deputation can be extended/curtailed as per requirement. For the eligibility conditions/details of the post of Financial Advisor on deputation in NDMC, as per RRs is as under:-

- (i) The post is to be filled on transfer on deputation basis from officers belonging to IA&AS having a minimum of 18 years service as Class-I Officer and holding post of not below the rank of Senior Deputy Accountant General preferably of Accountant General-II level or
- (ii) Officers of same length of service holding equivalent post in
 - (a) Indian Railway Accounts Service or
 - (b) Indian Defence Accounts Service.

2. The applications of the eligible and willing officers, who would be spared in the event of their selection, may be forwarded in the enclosed Proforma (Annexure-I) (Bio Data) in duplicate to the undersigned at Room No. 5001, 5th Floor, Palika Kendra, Sansad Marg, New Delhi-110001 latest by **23.07.2018**. The application should be duly signed by the applicant and certified by the Head of Department/Employer. The candidates applying for the post shall not be allowed to withdraw their candidature subsequently. The Departments/Organizations should forward the application along with following documents:-

- (i) That no vigilance case is either pending or contemplated against the officers, so recommended;
- (ii) Cadre clearance;
- (iii) Copies of ACRs/APARs for the last 5 years duly attested by Group 'A' Gazetted Officer.

J. A. Sharma
06/06/18

3. The circular along with the Proforma (Annexure-1) may also be downloaded from the NDMC website: www.ndmc.gov.in.
4. Applications received after the closing date or without any of the aforesaid documents or otherwise found incomplete or not in the prescribed Proforma are liable to be rejected.
5. While forwarding the applications, it may be verified and certified that particulars furnished by the Officer are correct. Incomplete applications or application without the documents mentioned in Para 2 above, will not be considered.
6. The aforesaid Departments (addressees) are requested to circulate the vacancy in their attached/sub-ordinate offices etc.

Yours sincerely,



07.06.2018

(Virender Singh)

Director (Personnel)

☎011-23744227

Copy to:-

1. Joint Director (IT) is requested to upload the above Vacancy Circular on the website of NDMC
2. PS to Chairman – for information
3. PS to Secretary – for information
4. PA to Director (Personnel-I) – for information

BIO-DATA/PROFORMA

1. Name in Block letter :
2. Date of Birth (in Christian era) :
3. Date of appointment in Govt. service:
4. Cadre/Service:
5. Contact details (phone/mobile):
6. Email ID:
7. Complete Experience/Posting:

Post held office/instit./ orgn.	Post held	From	To	Scale of pay with grade pay	Nature of duty

* In chronological order. Enclose a separate sheet, duly authenticated with your signature, if the space below is insufficient.

8. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient.

[_____]
Signature of the candidate with date

It is certified that the above information is true as per records available.

(Signature of the forwarding officer with office seal)