

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

No.S.O.(E)/653/SA-IV

Dated 14.7.15

VACANCY CIRCULAR

To

1. The AC & ARG(P), Office of C&AG of India, Pocket-9, Deen Dayal Upadhyay Marg, New Delhi-110124.
2. The Controller General of A/cs, Lok Nayak Bhwan, Lodhi Road, New Delhi
3. The Controller General Defence A/cs, West Block, R.K. Puram, New Delhi.
4. The Director General Postal A/cs, Department of Post, Dak Bhawan, Sansad Marg, New Delhi.
5. The Principal Secretary (Finance), Govt. of NCT of Delhi, Delhi Secretariat, IP Estate, New Delhi - 110002.
6. The Director of A/cs, Office of the Director of A/cs, Cabinet Sectt., East Block-IX, Level-7, R.K. Puram New Delhi.

Sub: Filling up of seven posts of Sr. Audit Officer in New Delhi Municipal Council on deputation basis reg.

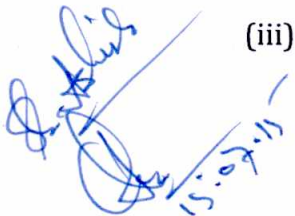
Sir,

It is proposed to fill up seven post of **Sr. Audit Officer**, in PB-3: Rs.15600-39100 with Grade pay of Rs.5400/- in **New Delhi Municipal Council on deputation** basis for a period of three year. The period of deputation can be extended/curtailed as per requirement/performance of the individual. For the eligibility conditions/details of the post of **Sr. Audit Officer** on deputation in NDMC, the post is to be filled on transfer on deputation basis holding analogous posts or 03 years regular service as Audit Officer/Accounts Officer in their department.

2. The applications of the eligible & 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. 5003, 5th Floor, Palika Kendra, Sansad Marg, New Dehli-110001, within one month from the date of issue of this circular. 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.

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3. The Circular alongwith the Proforma (Annexure -I) 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 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.

Encls. as above.

Yours faithfully,

S/jas
13/07/15
(SANJAY JAIN)
JOINT DIRECTOR(ESTT.)
011-23744985

Copy to:

1. Dy. Director (IT) is requested to upload the above Vacancy Circular on the website of NDMC.
2. P.S. to Chairman for information.
3. P.S. to Secretary for information.
4. PA to Director (P) for information.

