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राजस्थान, जयपुर
23 OCT 2024
प्रति संख्या
दिनांक

No. A -12023/05/2016- Estt.I
Government of India
Ministry of Rural Development
Department of Rural Development
(<https://rural.gov.in>)

Krishi Bhawan, New Delhi
Dated the 10th October 2024

OFFICE MEMORANDUM

Subject: Filling up the post of Accountant on deputation/absorption basis in the Ministry of Rural Development –regarding.

The undersigned is directed to say that the Department of Rural Development in the Ministry of Rural Development, New Delhi, requires the services of **01 (One)** person for appointment to the post of Accountant in Level - 6 (Rs. 35,400-1,12,400) in the Pay Matrix in 7th CPC on deputation/absorption basis from amongst persons working in the Central Government or State Government of Union Territories or Recognised Research Institute of Universities or Autonomous bodies or Public Sector Undertaking or Semi Government and Statutory Organizations.

2. The qualifications and experience required for this post and other details are given in **Annexure-I**.

3. All the concerned Government Establishments /organizations as mentioned above, are requested that the applications of eligible and willing persons, who can be spared immediately may be forwarded in the prescribed proforma (**Annexure-II**) to the Under Secretary (Establishment) Department of Rural Development, Room- 455, 4th Floor, G-wing, Krishi Bhawan, New Delhi within 60 days from the date of publication of this circular in the Employment News / Rozgar Samachar together with the following :-

- I. Vigilance Clearance in respect of the official.
- II. Integrity Certificate and a statement showing major or minor penalties, if any imposed on the officer. (**Annexure III**)
- III. Up-to-date CR dossier of the applicant or clear photocopies of ACRs for the last 5 Year **duly attested by the Cadre Controlling Authority**.

4. **It is informed that the candidates will be initially selected on deputation basis only for a period of three years.** However, after completion of two years, their performance will be assessed for their absorption in this Department. If found suitable, they will be considered for absorption in this Department subject to grant of NOC by the parent department.

5. It is also clarified that the applications received after the closing date of receipt of application, received directly without approval of the Cadre Controlling authorities or otherwise found incomplete (*i.e. in respect of documents as listed at para 2 above*) are liable to be rejected.

6. The persons who apply for the above post will not be allowed to withdraw their applications subsequently.

7. While forwarding the application, it may be verified and certified that the particulars furnished by the official are correct. It may also be confirmed that in the event of selection for appointment, the official concerned will be relieved of his/her duties.

8 . **A checklist for the requisite documents is also enclosed and must be forwarded along with application.**

Encl: as above



(A. A. Sreekanth)

Under Secretary to the Government of India

Tel: 011- 23070978

Email: aa.sreekanth@nic.in

To :

1. All Ministries/Departments of the Government of India (as per standard List) with the request that wide publicity may be given to the vacancy circular in their Ministries/Departments.
2. All Officers/ Sections in the Department of Rural Development/Department of Land Resources/Ministry of Drinking Water and Sanitation.
3. NIC, Department of Rural Development with the request to place this vacancy circular on the **Website of this Ministry** & on the **National Career Portal** (www.ncs.gov.in).
4. Notice Board.

Annexure-I

1.	Name of the post	Accountant
2.	Number of posts	01 (One)
3.	Classification	General Central Service, Group B (Non-Gazetted) Non-Ministerial
4.	Pay scale/Pay Band and Grade post	Level - 6 (Rs 35,400-1,12,400) in the Pay Matrix in 7 th CPC
5.	Duties and responsibilities of the post	<ol style="list-style-type: none">1. To scrutinize the proposals received from various State Governments/Institutions.2. To Process the proposals as per the guidelines of the scheme.3. To release funds to various State Governments/Institutes.4. To maintain the accounts released to implementing agencies.5. To monitor the book with State Governments.6. To prepare financial data for each month and at the end of the financial year.7. To correspond with all State Governments/Institutes and implementing agencies for calling various details to implement the programme and grant spend and unspent with them.8. To compile the data received from various State Governments/Implementing agencies.9. To prepare Budget Estimate/Revised Estates for each scheme etc.10. Time-to-time visits for evaluation and study of proper implementation of the scheme and Audit of their Accounts.11. In addition to these, preparation of Pay Bill, LTC, TA and maintenance GPF accounts and preparation of GPF accounts and preparation of GPF statements etc.12. Any other duties as assigned by the higher authorities.
6.	Pay and allowance admissible	The pay of the selected candidates will be governed as per instructions of the Central Government regarding appointment on deputation/absorption basis.

7.	Eligibility conditions including educational qualification and period of deputation.	<p>Deputation (including short-term contract):-</p> <p>(A)</p> <p>(a) Officers of the Central Government or State Government or Union Territories or Recognised Research institutes or Universities or Autonomous Bodies or Public Sector Undertaking of Semi Government and Statutory Organizations</p> <p>holding analogous posts on regular basis in their parent Department or institutions</p> <p>working in the pay scale of Rs. 9300-34800 with grade pay of Rs. 4200 [<i>Level - 6 (Rs. 35,400-1,12,400) in the Pay Matrix in 7th CPC</i>], having experience of two years in cash accounts and budget work; or</p> <p>(b) Upper Division Clerks with eight years of regular service in the grade with grade pay of Rs 24001 (<i>Level - 4 (Rs. 25,500-81,100) in the Pay Matrix in 7th CPC</i>) and</p> <p>(c) who have undergone training in cash and accounts work in the institute of Secretariat Training and Management or who possess two experience of in cash accounts and budget work; or</p> <p>(B) Officer under the Central Government:-</p> <p>(b) (i) holding analogous posts on regular basis in the parent cadre or Department or</p> <p>(ii) with six years of regular service in posts in the grade after appointment on a regular basis in the pay band, Rs 5200-20200 plus grade pay of Rs 2800/- [<i>Level - 5 (Rs. 29,200-92,300) in the Pay Matrix in 7th CPC</i>] or equivalent in the parent cadre of Department: or</p> <p>(iii) with ten years of regular service in the grade after appointment on a regular basis in the pay band-1, Rs 5200-20200 plus grade pay of Rs 24001- [<i>Level - 4 (Rs 25,500-81,100) in the Pay Matrix in 7th CPC</i>] or equivalent in the parent cadre of Department;</p>
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