

दूरभाष011 : -23007872

फैक्स 23014576-011 :

भारत सरकार, रक्षा मंत्रालय
रक्षा अनुसंधान तथा विकास संगठन
कार्मिक निदेशालय, कार्मिक एए1
266, 'ए' खण्ड, डी आर डी ओ भवन
राजा जी मार्ग नई दिल्ली- 110 011



No. DOP /AA1/68051/DEPU/2020(JD Accts)

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Government of India, Ministry of Defence
Defence Research & Dev. Orgn.

Directorate of Personnel (Pers-AA1)

266 'A' Block, DRDO Bhawan,
Rajaji Marg, New Delhi – 110 011

31 Dec 2020

To,

All Ministries/Departments under Govt of India/State Govts/UT

The CGDA,
Ulan Batar Road
Palam,
Delhi Cantt - 110 010

The CAG
10, Bahadur Shah Zafar
Marg,
New Delhi - 110 002

The CGA,
Deptt Of Expenditure,
Ministry of Finance,
7th Floor, Loknayak Bhawan,
Khan Market,
New Delhi - 110 003

The Director of
Accounts,
Ministry of Railways,
Rail Bhawan,
New Delhi - 110 001

Director General of Posts
& Telecommunications,
Sanchar Bhawan,
Parliament Street,
New Delhi - 110 001

The Secretary to the Govt. of
India, Ministry of Heavy
Industries & Public
Enterprises,
Deptt of Public Enterprises,
Public Enterprises Bhawan,
Block No.14,
C G O Complex,
New Delhi - 110 003

SUB: APPOINTMENT TO THE POST OF JOINT DIRECTOR (ACCOUNTS) IN
DRDO, MINISTRY OF DEFENCE, ON DEPUTATION BASIS

Sir/Madam,

Applications are invited from eligible candidates for 01 post of Joint Director (Accounts) in Pay Level 13 (erstwhile Pay Band- 4, Rs. 37400-67000/- with Grade pay of Rs. 8700/-) to be filled on deputation basis in Lab/Estt of DRDO located at **Hyderabad, initially for a period of 03 year (extendable as per latest DOP&T OM)**. Location as indicated above is subject to change depending upon requirement at the time of selection/appointment.

2. The eligibility conditions for the above post are as under :-

(a) Officers from any of the Organised Accounts Services of the Central Government:

(i) Holding analogous posts on regular basis;

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Or

(ii) With five years regular service in the pay scale of Rs. 12000-16500 (Pay Level 12); and

(b) Possessing experience in Accounts, Management of Finance and Budgeting.

Note:- 1. The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Note:- 2. Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation/ department of the Central Government shall ordinarily not to exceed 03 years. The maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of applications.

3. The selected officer will be appointed under the normal terms and conditions prescribed in this regard by the Govt of India.

4. It is requested that application (**in duplicate and counter-signed by the Cadre Controlling Authority**), as per the enclosed proforma, alongwith photocopies of complete and up-to-date APARs for the last five years (2014-15 to 2018-2019) of the officer who could be spared in the event of his/her selection may be sent to **Shri Pravin Kumar Das, Dy Director, Dte of Personnel (Pers-AA-1), Room No. 266, 2nd Floor, DRDO Bhawan, New Delhi-110011, within a period of 60 days from the date of issue of this advertisement in Employment News/Rojgar Samachar. The candidates must also apply online on the website of UPSC i.e. <https://www.upsc.gov.in/vacancy-circular>. Photocopies of the APARs should be attested on each page by an officer not below the rank of Under Secretary or equivalent in the Central Govt, failing which the application of the candidate shall be summarily rejected. In the event of selection, the applicant will not be allowed to withdraw his candidature.**

5. Applications received after the last date or without duly attested copies of APARs as indicated above or without the counter-signature of the employer, or otherwise incomplete, will not be considered. No action will be taken on advance copies of the applications or applications, which are not received through proper channel.

Yours faithfully,



(Pravin Kumar Das)
Dy Director (Pers-AA-1)
for Chairman DRDO

Copy to: -

The General Manager-cum-Chief Editor :
Employment News, East Block No. IV
Level No.7, RK Puram
New Delhi- 110 066

with the request to advertise the post
in Employment News on priority and
inform us accordingly. Also a copy of
Employment News/Rojgar Samachar
may please be forwarded.

DRDO Official Website

Through Q & IT.

JOINT DIRECTOR (ACCOUNTS)

- (a) Number of posts : 01 (ONE)
- (b) Location : Hyderabad
- (c) Pay Scale : Pay Band -4, Rs. 37400-67000 with Grade pay of Rs 8700/- (Pay Level 13)

Qualitative Requirements:

- (a) Officers from any of the Organised Accounts Services of the Central Government:
- (i) Holding analogous posts on regular basis;
- Or
- (ii) With five years regular service in the pay scale of Rs. 12000-16500 (Pay Level 12); and
- (b) Possessing experience in Accounts, Management of Finance and Budgeting.

ANNEXURE-IISpace for
photograph**APPLICATION FOR APPOINTMENT TO THE POST OF
JOINT DIRECTOR (ACCOUNTS) ON DEPUTATION BASIS IN DRDO,
MINISTRY OF DEFENCE**

01.	Name of the applicant (in Block letters):					
	(a) Complete postal address of the applicant's present office: (with PIN, Tele/ FAX)					
	(b) Complete postal address of the Cadre Controlling Authority (with PIN, Tele/ FAX):					
02.	Date of Birth (in Christian Era):					
03.	Date of Retirement under Central Govt. Rules:					
04.	Educational Qualifications:					
05.	Whether Educational and other qualifications/ Experience required for the post are satisfied:					
	(a) Essential:					
	(b) Desired:					
06.	Please state clearly whether in the light of entries made by you above, you meet the requirement of the post:					
07.	Details of employment, in chronological order. Enclose a separate sheet duly authenticated by your signature:					
	Office	Post held	From	To	Scale of Pay and Basic Pay	Nature of duties (in details)
08.	Nature of present employment i.e., Ad-hoc or Temporary or Quasi-permanent or Permanent:					
09.	In case the present employment is held on deputation/ contract basis, please state: - (a) The date of initial appointment: (b) Period of appointment on deputation/ contract; (c) Name of the parent office/ organization to which you belong.					
10.	Whether working under Central Govt? (Yes/ No)					
11.	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade:					
12.	Are you in revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale:					

13.	Total emoluments per month now drawn :		
14.	Additional information, if any, which you would like to mention in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/ Advertisement) (Note: Enclose a separate sheet, if the space is insufficient).		
15.	Whether belongs to SC/ST		
16.	Choice of stations for posting		
17.	Remarks (The candidates may indicate information with regard to (i) Research Publications and reports and special projects (ii) Awards/ Scholarship/ Official Appreciation (iii) Affiliation with the professional bodies/ institutions/ societies and (iv) any other information. (Note: Enclose a separate sheet if the space is insufficient)		

I have carefully gone through the vacancy circular/ advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Signature of the Candidate

Address with mobile No. _____

Date-----

Countersigned
(Employer with Seal)

UNDERTAKING

I hereby declare that above particulars are correct and true to the best of my knowledge and belief. "I, _____ undertake that in the event of my selection to the post of Joint Director (Accounts) in DRDO, on deputation basis, I will not withdraw my candidature."

Place : _____

Signature of the Candidate

Date : _____

Note: No column of the proforma should be left blank. Incomplete applications are liable to be rejected.

CERTIFICATE BY CADRE CONTROLLING AUTHORITY
IN RESPECT OF SHRI/ SMT

1. Certified that particulars furnished by the officer have been checked from available records and found correct.
2. Certified that applicant is eligible for the post applied as per conditions mentioned in the circular/ advertisement.
3. Certified that no vigilance/ disciplinary case is either pending or contemplated against the applicant.
4. Integrity of the applicant is certified as 'Beyond Doubt'.
5. It is certified that no penalty has been imposed on the applicant during last 10 years (Alternatively, penalty statement during the last 10 years may be enclosed).
6. Attested photocopies of up-to-date APARs for last 5 years (2013-14 to 2017-2018) are enclosed. **Photocopies of APARs have been attested on each page by an officer not below the rank of Under Secretary or equivalent.**

Signature _____
Name, Designation & Tele of the forwarding Officer
(Office Stamp)

Date:

Place:

JOB DESCRIPTION OF JOINT DIRECTOR (ACCOUNTS)

1. Responsible for planning, programming, budgeting and review of expenditure.
2. Costing of projects, performance, budgeting and compilation of project expenditure.
3. To exercise control over financial matters and procedures including stores procedures.
4. To provide necessary assistance to the management on all matters relating to accounts in DRDO Laboratories/Establishments.
5. Monitoring of settlement of Audit objections.
6. Any other job as assigned to him by his superiors from time to time.