

: 01.12.2008

**OFFICE MEMORANDUM**

Subject : Filling up of the post of Deputy Director ( Rs. 15600-39100/- + 6600/- ) in the Regional Office of Staff Selection Commission at Raipur on deputation basis.

One post of Deputy Director ( Rs. 15600- 39100/- + 6600/- ) in the Regional Office of SSC at Raipur is proposed to be filled up on deputation basis. Eligibility criteria is given in Annexure-I. Pay and other conditions of service of the selected officer will be regulated in accordance with the Department of Personnel & Training's O.M. No.2/29/91-Estt (Pay-II) dated the 5<sup>th</sup> January, 1994 as amended from time to time. The job inter-alia, involves all activities in connection with the conduct of examinations particularly fixation of venues, co-ordination with State Governments/Head of Schools and Colleges etc.

2. Applications of only such officers will be considered as are routed through proper channel and are accompanied with (i) bio-data (in triplicate) in proforma at ANNEXURE-II (ii) photocopies of up-to-date CR dossiers of the officer for the last five year, duly attested by an officer of the level of Under Secretary or equivalent (original ACRs may not be sent), (iii) cadre clearance (iv) vigilance clearance/integrity certificate and (v) statement giving details of major or minor penalties if any imposed on the officer in the last ten years.

3. It is requested that the applications of suitable officers who are willing and eligible for the post and who can be spared immediately in the event of selection may be sent to the following address after scrutinizing the applications within a period of two months from the date of issue of this vacancy circular, positively :

**Shri R.K. Gambhir, Under Secretary (Estt.II), Ministry of Personnel, Public Grievances and Pensions (Department of Personnel & Training ) , Staff Selection Commission, Block, 12, CGO Complex, Lodhi Road, New Delhi-110003.**

4. Advance copies or applications received after the prescribed date or not accompanied with the required certificates/documents will not be entertained.

( R.K. Gambhir )  
Under Secretary (Estt.II)  
Contd...2/p.

-2-

To,

All Ministries and Departments of Govt. of India (with the request to circulate the post to their attached and subordinate offices). All Attached/Subordinate offices of the Ministry of Personnel, Public Grievances & Pensions.

All Officers of the level of Under Secretary/Desk Officers/Sections Officers in the Department of Personnel & Training, Department of Pension & Pensioner's Welfare, Department of Administrative Reforms, Public Grievances/PESB.

Copy to :-

1. All State Chief Secretaries/Uts Administrations (By Name)
2. Office of the Controller and Auditor General of India, New Delhi
3. Controller General of Accounts/Controller of Accounts, Min. of Finance.
4. The Secretary, Union Public Service Commission, New Delhi.
5. Cabinet Secretariat/Central Vigilance Commission/President Secretariat/Vice-President Secretariat/Prime Minister's Office/ Planning Commission.
6. Central Board of Direct Taxes/Central Board of Excise & Customs.
7. National Human Rights Commission, New Delhi.
8. Estt.(B) Division, Deptt. of Personnel & Training, North Block, New Delhi with 10 spare copies
9. Circulating-cum-advertising Manager, Employment News, East Block-IV, R.K. Puram, ND.
10. The Deputy Director (MPR), SSC, Raipur.
11. All Regional/Sub-Regional offices, SSC.
12. All Section at (Hqrs)/NR office, SSC, New Delhi

( R.K. Gambhir )  
Under Secretary (Estt.II)

**ANNEXURE-I**

Name of Post : Deputy Director

Number of post and office. : One at Sub-Regional Office of Staff Selection Commission at RAIPUR.

Scale of Pay : : Rs. 15600-39100/- + 6600/-

Method of Appointment : : Transfer on deputation basis.

Eligibility : Officers of Central Government failing which officers of the State Govts :-

(a) (i) holding analogous post on a regular basis.

Or

(ii) With five years regular service in posts in the Scale of Rs. 15600-39100/- + 5400/-

( pre-revised Rs. 8000-275-13500/- Pre-revised)

Or

(iii) With eight years regular service in posts in the Scale of Rs. 9300-34800/- + 4800/- ( pre-revised Rs. 6500-200-10500/- Pre-revised).

and

(b) Possessing three years experience in administration in a supervisory capacity.

Period of : The period of deputation including the period of deputation in another ex-cadre  
Deputation post held immediately proceeding this appointment in the same or some other organization/Department of the Central Government shall ordinarily not exceed three years.

Age Limit : 56 years as on the closing date of submission of application

**ANNEXURE-II**

**BIO-DATA-PROFORMA**

1. Name, Designation & Office Address ( in Block Letters) :
2. Date of Birth (in Christian era) :
3. Date of retirement under Central/State Govt. Rules. :
4. Educational Qualifications :
5. Details of Employment, in chronological orders, :  
Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office/ Institution	Post held	From	To	Scale of Pay & Basic Pay	Nature of duties (in detail)

6. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent :

7. 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 :
8. Name and status of the office where employed i.e. whether :  
Ministry/Deptt/Attached/Subordinate office etc.

Contd...3/p.

-3-

9. Date from which appointed on regular basis in analogous post  
Or in pay scale of Rs. 15600-39100 + 5400/- (Pre-revised Rs. 8000-13500/-)  
Or in post in scale of Rs. 9300-34800/- + 4800/- (Pre-revised Rs 6500-10500/-)  
and the name of such post.
10. In case holding or held a post carrying pay scale of Rs. 9300-34800/- + 4800/-  
indicate its pre-revised scale.
11. The period spent in Administration in a supervisory capacity  
(please indicate the post held and duration).
12. Please state clearly whether in the light of entries made by you  
above, you meet the requirements of the post.
13. 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.
14. Whether belong to SC/ST/OBC.

Signature of the Candidate

: 06.07.2009

**OFFICE MEMORANDUM**

Subject : Filling up of the post of Accountant on deputation basis in the Sub-Regional offices of Staff Selection Commission, RAIPUR.

Services of suitable officers are required for filling up of post mentioned in Annexure-I. Pay of the officers will be regulated in accordance with the Department of Personnel & Training's O.M. No.2/29/91-Estt (Pay-II) dated the 5<sup>th</sup> January, 1994 as amended from time to time.

2. Officers who volunteer for the post will not be permitted to withdraw their names later. Nominations which are not accompanied by the requisite personal data will not be considered.

3. Names of suitable officers who are eligible, willing and who can be spared may be sent to the undersigned in the attached proforma (Annexure-II), in duplicate, within **six weeks** from the date of its publication in the Employment News along with C.R dossiers and a certificate about the vigilance clearance. Applications received after the prescribed date or without C.R. dossiers will not be entertained.

( R. K.Gambhir )  
Under Secretary (Estt.II)

Copy to :-

1. All Ministries & Departments of Govt. of India,
2. Department of Personnel P.G. & Pensions , Admn. Section North Block, New Delhi with the request that the post may please be got circulated to all cadre units at Secretariat level.
3. The Deputy Director, SSC (MPR), Raipur with the request that the post may please be circulated to all Central Govt. offices located in theregion to have more nominations.
4. Circulating-cum-advertising Manager, Employment News, East Block-IV, R.K. Puram, New Delhi.
5. All Regional/Sub-Regional offices of SSC..
6. All Section at (Hqrs)/NR office, SSC, New Delhi.

( R. K.Gambhir )  
Under Secretary (Estt.II)

**ANNEXURE-I**

Name of Post : Accountant

Number of post and office. : One at Sub-Regional Office of Staff Selection Commission at RAIPUR.

Scale of Pay : : PB-2 Rs. 9300-34800/-  
+ GP Rs. 4200/-

Method of Appointment : : Transfer on deputation basis.

Eligibility Assistant of CSS with 5 years of service in the Grade or with 10 years of combined service in the Grade of Assistant and UDC, or UDC of CSCS with 10 years service in the Grade who have undergone training in cash and Accounts at ISTM or equivalent and possess 3 years experience of Cash, Accounts and Budget work,

Or

- (ii) Officer under the Central Government holding analogous post or SAS Accountants, or SAS passed Clerks from any of the organized Accounts Department.

Period of Deputation : Not exceeding 3 years

### **ANNEXURE-I**

Sl. No.	Name of the Post/Region	No. of Vacancies	Scale of Pay	Eligibility Criteria
1.	Assistant Director (equivalent to Section Officer), SSC, MUMBAI	01	Rs. 9300-34800/- + GP Rs. 4800/-	Holding analogous post viz. Administrative Officer/ SO (Audit/Commercial) Divisional Accounts Officer Grade-I etc. Or Assistant or holding analogous post viz. Head Clerk/ Office Superintendent/Senior Auditor/Accountants(SA) Divisional Accountant etc. with 06 years regular service in the scale of pay Rs. 9300-34800/- + GP Rs. 4200/-.
2.	Stenographer Grade 'C',	01	Rs. 9300-	Holding analogous post

	SSC(CR), ALLAHABAD		34800/- + GP Rs. 4200/-	Or Regular Stenographer Grade 'D' in the pay scale of Rs. 5200-20200/- + GP Rs. 2400/- with 08 years regular service in the grade.
3.	Stenographer Grade 'D', SSC(CR), ALLAHABAD	01	Rs. 5200- 20200/- + GP Rs. 2400/-	Holding analogous post Or Regular LDC with 08 years regular service in the grade and experience of Shorthand with 80 W.P.M. speed in English or Hindi shorthand.
4.	U.D.C., SSC(KKR), BANGALORE	01	Rs. 5200- 20200/- + GP Rs. 2400/-	Holding analogous post Or Regular LDC with 08 years regular service in the grade.

Name of Post : Accountant

Number of post : One at SSC, CHENNAI

Scale of Pay : : PB-2 Rs. 9300-34800/- +  
GP Rs. 4200/-

Method of Appointment : : Transfer on deputation basis.

- Eligibility (i) Assistant of CSS with 5 years of service in the Grade or with 10 years of combined service in the Grade of Assistant and UDC, or UDC of CSCS with 10 years service in the Grade who have undergone training in Cash and Accounts at ISTM or equivalent and possess 3 years experience of Cash, Accounts and Budget work,
- Or
- (ii) Officer under the Central Government holding analogous post or SAS Accountant or SAS passed Clerks from any of the organized Accounts Department.

Period of Deputation : Not exceeding 3 years.

**ANNEXURE-I**

Name of Post : Accountant  
Number of post : One at SSC, ALLAHABAD  
Scale of Pay : : Rs. PB-2 Rs. 9300-34800/-  
GP Rs. 4200/-  
Method of Appointment : : Transfer on deputation basis.

Eligibility : : Assistant of CSS with 5 years of service in the Grade or  
with 10 years of combined service in the Grade of Assistant and UDC, or  
UDC of CSCS with 10 years service in the Grade who have undergone  
training in Cash & Accounts at ISTM or equivalent and possess 3 years  
experience of Cash, Accounts and Budget work

Or

Accountants : Officer under the Central Govt. holding analogous post or SAS  
Department. or SAS passed Clerks from any of the organized Accounts

Period of Deputation : : Not exceeding 3 years.

Eligibility : Officers of Central Government failing which officers of the State Govts.--



(a) (i) holding analogous post on a regular basis.

Or

ii) With five years regular service in posts in the scale of Rs. 8000-275-13,500/- (pre-revised Rs. 2200-4000/-)

Or

iii) With eight years regular service in posts in the scale of Rs. 6500-200-10,500/- (pre-revised Rs. 2000-3500/-)

&

(b) Possessing three years experience in administration in a supervisory Capacity.

Period of Deputation : The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/Department of the Central Government shall ordinarily not exceed three years.

Age Limit : 56 years as on the closing date of submission of application.

Eligibility : : Assistant of CSS with 5 years of service in the Grade or with 10 years of combined service in the Grade of Assistant and UDC, or UDC of CSCS with 10 years service in the Grade who have undergone training in Cash & Accounts at ISTM or equivalent and possess 3 years experience of Cash, Accounts and Budget work

Or

Officer under the Central Govt. holding analogous post or SAS Accountants or SAS passed Clerks from any of the organized Accounts Department.

Period of Deputation : : Not exceeding 3 years.

Eligibility : : Assistant of CSS with 5 years of service in the Grade or with 10 years of combined service in the Grade of Assistant and UDC, or UDC of CSCS with 10 years service in the Grade who have undergone training in Cash & Accounts at ISTM or equivalent and possess 3 years experience of Cash, Accounts and Budget work

Or

Officer under the Central Govt. holding analogous post or SAS Accountants or SAS passed Clerks from any of the organized Accounts Department

Eligibility : Officers of Central Government failing which officers of the State Govt.--

(a) (i) holding analogous post on a regular basis.

Or

ii) With five years regular service in posts in the scale of Rs. 8000-275-13,500/- (pre-revised Rs. 2200-4000/-)

Or

iii) With eight years regular service in posts in the scale of Rs. 6500-200-10,500/- (pre-revised Rs. 2000-3500/-)

&

(c) Possessing three years experience in administration in a supervisory Capacity.

Period of Deputation : The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/Department of the Central Government shall ordinarily not exceed three years.

Age Limit : 56 years as on the closing date of submission of application.

## **ANNEXURE-I**

Name of Post : Accounts Officer in the Regional Office of

Staff Selection Commission (WR), MUMBAI.

Number of post : One at SSC, (MUMBAI)

Scale of Pay : : Rs. 7450-225-11500/- (Revised Scale)

Method of Appointment : : Deputation/Absorption.

Eligibility : Officers under the Central Government :

( a ) (i) holding analogous post on regular basis in the parent cadre  
or

Department; or

(ii) with two years service in the grade rendered after  
appointment thereto

on a regular basis in the scale of pay of Rs. 6500-10500/- or  
equivalent in

the parent cadre /Department ; or

(iii) With five years' service in the grade rendered after  
appointment thereto

on a regular basis in the scale of pay of Rs. 5500-9000/- or  
equivalent in

the parent cadre or Department ; and

( b ) Possessing the following qualifications and experience :-

i) a pass in the Subordinate Accounts Services or equivalent  
examination

conducted by the Accounts Departments of the Central  
Government ; or

ii) Successful completion of training in the Cash and

Accounts work in the

Institute of Secretariat Training and Management or

equivalent ; and

iii) five years' experience in Cash, Accounts and Budget

work.

Period of

Deputation : Not exceeding 3 years.

Maximum age limit : Not exceeding 56 years as on the closing date of receipt of  
application.

**ANNEXURE-II**

**BIO-DATA-PROFORMA**

1. Name, Designation & Office Address (in Block Letters) :
  
2. Date of Birth (in Christian era) :
  
3. Date of retirement under Central/State Govt. Rules :
  
4. Educational Qualifications :
  
5. Details of Employment, in chronological order.  
Enclose a separate sheet duly authenticated by your signature,  
if the space below is insufficient.

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Office/ Institution	Post held	From	To	Scale of Pay and Basic Pay	Nature of duties ( in detail)
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6. Nature of present employment i.e. Ad-hoc or  
Temporary or Quasi-Permanent or Permanent :
  
7. 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 :

8. Name and status of the office where employed i.e. whether Ministry/Deptt/attached/Subordinate office etc.

contd..2/p

-2-

- 9. Date from which appointed on regular basis in analogous post or in pay scale of Rs. 8000-13,500/- (pre-revised Rs.2200-4000) or in post in scale of Rs. 6500-10,500/- (Pre-revised Rs. 2000-3500/-) and the name of such post.
- 10. In case holding or held a post carrying pay scale Rs.6500-10500/- indicate its pre-revised scale.
- 11. The period spent in Administration in a supervisory capacity (please indicate the post held and duration).
- 12. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post.
- 13. 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.
- 14. Whether belong to SC/ST/OBC
- 15. Remarks

Signature of the Candidate

Address-----

-----

-----

Phone No.-----

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Date -----

Signature with name & office Seal  
of the sponsoring authority

A.12026/3/2006-Estt.II

22.12.2006

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**OFFICE MEMORANDUM**

Subject : Filling up of the posts of Assistant Director ( equivalent to Section Officers)  
and  
Assistant on deputation basis in the pay scale of Rs. 6500-10500/- in the  
Regional  
Office at Staff Selection Commission at Mumbai and Allahabad.

Service of the suitable officers are required for filling up of posts of Assistant Director (equivalent to Section Officer) and Assistant on deputation basis, as mentioned at Annexure-I. The pay of the officers selected will be regulated in accordance with the Department of Personnel & Training's O.M. No.2/29/91-Estt (Pay-II) dated the 5<sup>th</sup> January, 1994 as amended from time to time.

2. Officers who volunteer for the posts will not be permitted to withdraw their names later. Nominations which are not accompanied by the requisite personal data will not be considered

3. Name of suitable officers who are eligible, willing and who can be spared may be sent to the undersigned in the attached proforma (Annexure-II), in duplicate, within four weeks from the date of issue of this letter along with their bio-data, attested photocopies of ACRs of last 5 five year and a certificate about the vigilance clearance. Application received after the prescribed date or without C.R. dossiers will not be entertained.

( Rajesh Kumar Jain )  
Under Secretary (Estt.II)

Copy to :-

1. All Ministries and Department of Govt. India,
2. Ministry of Personnel, P.G. & Pensions, Admn. Section, North Block, New Delhi with the request that the post may please be got circulated all cadre units at Secretariat level
3. The Regional Directors, SSC, Mumbai,/ Allahabad. It is request that the posts may be circulated among all the participating offices of CSS Cadre located Mumbai/Alahabad.
4. Shri P.K. Misra, US,(Cadre), DP&T, North Block, New Delhi w.r.t. his letter No. 22011/3/06-Cadre dated 14<sup>th</sup> Dec. 2006.
5. All Regional/Sub-Regional offices, SSC.
6. All Sections at Hqrs/NR office, SSC, New Delhi.

( Rajesh Kumar Jain )  
Under Secretary (Estt.II)

A.12023/1/2004-Estt.II

05.11.2007

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## **CORRIGENDUM**

Subject : Filling up of the post of Accountant on deputation basis in the Regional  
Office of Staff Selection Commission, Allahabad.

Reference Commission's Office Memorandum of even No. dated 6<sup>th</sup> September, 2007.  
The Scale of Pay for the post of Accountant in the Annexure-I of the said O.M. may be read as under :-

‘ Rs. 5500-175-9000/- ‘

( R. K.Gambhir )  
Under Secretary (Estt.II)

Copy to :-

- 1 All Ministries and Department of Govt. India,
- 2 Ministry of Personnel, P.G. & Pensions, Admn. Section, North Block, New Delhi.
- 3 The Regional Directors, (CR), SSC, Allahabad.
- 4 Circulating-cum-advertising Manager, Employment News, East Block0IV, R.K. Puram, New Delhi.
- 5 All Regional/Sub-Regional offices, SSC.
- 6 All Sections at Hqrs/NR office, SSC, New Delhi.

( R. K.Gambhir )  
Under Secretary (Estt.II)





A.12026/2/2001-Estt.II

25.04.2008

:

**OFFICE MEMORANDUM**

Subject : Filling up of the post of Accounts Officer on Deputation/Absorption basis in the Regional Office at Staff Selection Commission at MUMBAI.

Services of the suitable officers are required for filling up of post up of post in Annexure-I. Pay of the officers selected will be regulated in accordance with the Department of Personnel & Training's O.M. No.2/29/91-Estt (Pay-II) dated the 5<sup>th</sup> January, 1994 as amended from time to time.

2. Officers who volunteer for the post will not be permitted to withdraw their names later. Nominations which are not accompanied by the requisite personal data will not be considered

3. Name of suitable officers who are willing and eligible for the post and who can be spared may be sent to the undersigned in the attached proforma (Annexure-II), in duplicate, within six weeks from the date of its publication in the Employment News along with photocopies of up-to-date C.R. dossiers of the officers for the last 5 years, and a certificate

about the vigilance clearance/integrity certificate. Application received after the prescribed date or not accompanied with the required certificates/documents will not be entertained.

( R. K. Gambhir )  
Under Secretary (Estt.II)

Copy to :-

- 1 All Ministries and Department of Govt. India,
- 2 D.P. & T., Ad.I Section, North Block, New Delhi with the request that the post may please be got circulated all cadre units at Secretariat level
- 3 The Regional Directors, (WR), SSC, Mumbai.
- 4 Circulation-cum-advertising Manager, Employment News, East Block-IV, R.K. Puram,N.D.
5. Controller/Deputy Controller of Accounts/Principal Accounts Offices of all Ministries/Deptts. of Govt. of India.
6. All Regional/Sub-Regional offices, SSC.
7. All Sections at Hqrs/NR office, SSC, New Delhi.

( R. K. Gambhir )  
Under Secretary (Estt.II)

A.12023/1/97-Estt.II

06.09.2007

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**OFFICE MEMORANDUM**

Subject : Filling up of the post of Accountant on deputation basis in the Sub-Regional Office of Staff Selection Commission at RAIPUR.

Services of the suitable officers are required for filling up of post mentioned in Annexure-I. Pay of the officers selected will be regulated in accordance with the Department of Personnel & Training's O.M. No.2/29/91-Estt (Pay-II) dated the 5<sup>th</sup> January, 1994 as amended from time to time.

Most Immediate

A.22017/1/2008-Estt.II  
Government of India

**OFFICE MEMORANDUM**

Subject Filling up of the posts of Assistants, Stenographer Gr. 'C & 'D' ' on deputation basis in the Regional offices of Staff Selection Commission, Mumbai & Allahabad.

Services of suitable officials are required for filling up of posts of Assistant, Stenographer Grade 'C' & 'D' on deputation basis, as detailed in Annexure-I. Pay of the officials will be regulated in accordance with the Department of Personnel & Training's O.M. No.2/29/91-Estt (Pay-II) dated the 5<sup>th</sup> January, 1994 as amended from time to time.

2. Officials who volunteer for the posts will not be permitted to withdraw their names later. Applications which are not accompanied by the requisite personal data will not be considered.

3. Names of suitable officials who are eligible, willing and who can be spared may be sent to the undersigned in the attached proforma (Annexure-II), in duplicate, within **six weeks** from the date of issue of this letter alongwith their bio-data, attested photocopies of ACRs of last 05 years and a certificate about the vigilance clearance. Applications received after the prescribed date or without C.R. dossiers will not be entertained.

( R. K. Gambhir )  
Under Secretary (Estt.II)

Copy to :-

- 1.All Ministries/Departments of Government of India.
- 2.Shri Harish Chander, US(Cadre), DOP&T, North Block, New Delhi-110001 with the request that the posts may please be got circulated all cadre units at Secretariat level
3. Shri Suneel K. Arora, US (Estt.B), DOP&T, North Block, New Delhi.
4. The Regional Director, (WR), SSC, Mumbai.
5. The Regional Director (CR), SSC, Allahabad..
- 6 Circulating-cum-advertising Manager, Employment News, East Block-IV, R.K. Puram,ND.
7. All Sections at (Hqrs)/NR office, SSC, New Delhi.
8. Hindi Section, SSC, New Delhi.

( R. K. Gambhir )  
Under Secretary (Estt.II)

**ANNEXURE-I**

Sl. No.	Name of the Post/ Region	No. of vacancies	Scale of Pay	Eligibility Criteria
1.	Assistants (WR), SSC, Mumbai	02	Rs. 9300-34800/- + GP Rs. 4200/-	i) Officials holding analogous post Or ii) Regular UDCs with 8 years service in the Pay Band Rs. 5200-20200/- + G.P. Rs. 2400/- ( Revised Scale)
2.	Stenographer Grade 'C' , SSC(CR), Allahabad	01	Rs. 9300-34800/- + GP Rs. 4200/-	i) Holding analogous post Or ii) Regular Stenographer Grade 'D' in the pay scale of Rs. 5200-20200/- + GP Rs. 2400/- with 08 years regular service in the grade .
3.	Stenographer Grade 'D' ' , SSC(CR), Allahabad	01	Rs. 5200-20200/- + GP Rs. 2400/-	i) Holding analogous post Or ii) Regular LDC with 08 years regular service in the grade and experience of Shorthand with 80 W.P.M. speed in English or Hindi Shorthand.

2. Officers who volunteer for the post will not be permitted to withdraw their names later. Nominations which are not accompanied by the requisite personal data will not be considered.

3. Name of suitable officers who are willing and eligible for the post and who can be spared may be sent to the undersigned in the attached proforma (Annexure-II), in duplicate, within six weeks from the date of its publication in the Employment News along with their C.R. dossiers and a certificate about the vigilance clearance. Applications received after the prescribed date or without C.R. dossiers will not be entertained.

( R. K. Gambhir )  
Under Secretary (Estt.II)

Copy to :-

- 1 All Ministries and Department of Government of India.
- 2 D.P. & T., Ad.I Section, North Block, New Delhi with the request that the post may please be  
got circulated all cadre units at Secretariat level
- 3 The Deputy Director, (MPR), SSC, Raipur.
- 4 Circulation-cum-advertising Manager, Employment News, East Block-IV, R.K. Puram,N.D.
- 5 Controller/Deputy Controller of Accounts/Principal Accounts Offices of all Ministries/Deptts.  
of Govt. of India.
- 6 All Regional/Sub-Regional offices, SSC.
- 7 All Sections at Hqrs/NR office, SSC, New Delhi.

**ANNEXURE-I**

Sl. No.	Name of the Post	No. of vacancies	Scale of Pay	Eligibility Criteria
1.	Assistant Director (CR), SSC, Allahabad	04	Rs. 6500-200-10500/-	Holding analogous post or
2.	Assistant Director (WR), SSC, Mumbai	02	--do--	Regular Assistant with 8 years service in the grade.
3.	Assistant, SSC (WR), Allahabad.	04	-- do--	Holding analogous post or regular UDC in the pay scale of Rs. 4000-6000/- in the grade.
4.	Assistant, SSC(WR), Mumbai	03	--do--	--do--

At present there are 9 posts of Accountant in Staff Selection Commission carrying the pay scale of Rs. 5500-175-9000/-. Most of the post of Accountant are lying vacant in the Regional Offices of SSC and the Commission is facing a lot of difficulties to fill up these posts on deputation basis due to upgradation of pay scale to the Accountants /AAOs and AO of the Organised Accounts Services. As per Recruitment Rules the eligibility condition for the post of Accountant are as under:-

- (i) Assistant of CSS with 5 years of service in the Grade or with 10 years of combined service in the Grade of Assistant and UDC, or
- (ii) UDC of CSCS with 10 years service in the grade who have undergone training in Cash & Accounts at ISTM or equivalent and posses 3 years experience of Cash, Account and Budget work, or
- (iii) Officer under the Central Govt. holding analogous post or SAS Accountants or SAS qualified Accountant/Clerks from any of the organized Accounts Department.

The Assistant/UDC with the required experience as mentioned above and the officers holding analogous posts would be drawing pay of more than Rs. 5500/- or would be drawing higher pay under ACP. Thus, the possibility of officer belonging to this group opting for deputation to SSC as Accountant in a pay scale identical is very remote. Secondly, **ten years of service in UD grade are required for the post of Accountant while appointing Accounts Officer, five years service are required in the grade of Jr. Accounts Officer or Accountant** in the scale of 5500-9000/-.

As such for the post of Assistant Director, 8 years regular service are required in the grade of Assistant in the scale of pay of Rs. 5500-9000/- Therefore, it is requested that the number of services in the UD grade to the post of Accountant may kindly be relaxed at least by 2(two) years so as to enable us to fill up the vacant posts of Accountants in the Commission.

A-12026/3/2006-Estt.II

: 18.01.2007

## **CORRIGENDUM**

Subject : Filling up of the Posts of Assistant Director (equivalent to Section Officer)  
and  
Assistant on deputation basis in pay scale of Rs. 6500-10500/- in the Regional  
Office of Staff Selection Commission at Mumbai and Allahabad.

Reference Commission's Office Memorandum of even number dated 22.12.2006, the  
Eligibility Criteria for the post of Assistant in the Annexure-I of the said O.M. may be read as  
under :-

“ Holding analogous post or regular UDC in the pay scale of Rs. 4000-6000/-  
with eight years service in the grade”

( Rajesh Kumr Jain )  
Under Secretary (Estt.II)

Copy to :-

- 1 All Ministries and Department of Govt. India,
- 2 Ministry of Personnel, P.G. & Pensions, Admn. Section, North Block, New Delhi.
- 3 The Regional Directors, SSC, Mumbai,/ Allahabad. It is request that the posts may be  
circulated among all the participating offices of CSS Cadre located  
Mumbai/Alahabad.
- 4 Shri P.K. Misra, US,(Cadre), DP&T, North Block, New Delhi.
- 5 All Regional/Sub-Regional offices, SSC.
- 6 All Sections at Hqrs/NR office, SSC, New Delhi.

( Rajesh Kumar Jain )  
Under Secretary (Estt.II)

