

Government of India
Ministry of Defence
Office of the Controller General of Defence Accounts
Ulan Batar Road, Palam, Delhi Cantt.

Tel : 011-25674854

Fax: 011-25674781

No. AN/1/1320/1/XXXII

Date: - 01/12/2017

To,

HAG+/HAG level IDAS officers,
(Through CGDA's website)

Subject: - Filling up of the post of Member (Finance), Ordnance Factory Board, Kolkata on deputation basis.

The undersigned is directed to refer to the Ordnance Factory Board, Kolkata letter No. 924/Member (Finance)/OFB/DDP/Per/G dated 06/11/2017 and Ministry of Defence, Department of Defence Production notification where under applications alongwith bio-data for filling up the one post of Member (Finance), Ordnance Factory Board, Kolkata on deputation basis in the pay scale Rs. 75,000/- - Rs. 80,000/- (HAG+) are being invited from the willing eligible IDAS officers.

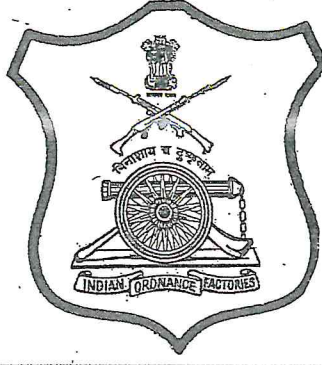
2. It is requested to kindly forward the willingness duly filled in biodata latest by **04/12/2017**, so as to provide a panel to the Department of Defence Production at the earliest.
3. This may please be treated "TOP PRIORITY".

Encl:- As above


(S K Sharma)
For CGDA

A 013950 भारत सरकार
रक्षा मंत्रालय
आयुध निर्माणी बोर्ड, "आयुध भवन"
10-ए, शहीद खुदीराम बोस रोड,
कोलकाता - 700 001

GOVERNMENT OF INDIA
MINISTRY OF DEFENCE
ORDNANCE FACTORY BOARD
"AYUDH BHAVAN"
10-A, SHAHEED KHUDIRAM BOSE ROAD
KOLKATA - 700 001



तार : रक्षाआयुध, कोलकाता
TELEGRAM : MUNITIONS, KOLKATA
फोन : 2248-9121-28/2248-5077-80 एक्स
TELEPHONE: 2248-9121-28/2248-5077-80 EXTN
फैक्स : (033) 2248-9042
FAX : (033) 2248-9042

सब पत्र व्यवहार सचिव के नाम करें किसी अधिकारी के नाम नहीं
All correspondence should be addressed to the Secretary
and not to any officer by name

No. 924/Member (Finance)/OFB/DDP/PER/G

Dated 06/11/2017

To,
The Office of the CGDA
Ulan Batar Road
Palam, Delhi Cantt
Delhi :- 110010

**SUBJECT : FILLING UP ONE VACANCY OF MEMBER (FINANCE), ORDNANCE
FACTORY BOARD, KOLKATA IN THE PAY SCALE OF RS. 75,500-
80,000(HAG+) (PRE-REVISED) ON DEPUTATION.**

One (01) vacancy in the grade of Member (Finance) in the office of the Ordnance Factory Board, Kolkata (under Ministry of Defence) is proposed to be filled up on deputation basis by the officers of the Organized Central Account Services holding analogous post on regular basis in the pre-revised pay scale of Rs. 75,500- 80,000/- (HAG+)/ Rs.67,000-79,000/- initially for a period of three years which may be extended up to five years. The details prescribed for the post are in Annexure-I and application proforma is as per Annexure-II and can be downloaded from the website www.ofbindia.gov.in. The pay and other conditions of service of the selected officers will be regulated in accordance with DOP&T OM No. 2/29/91-Estt(Pay-II) dated 05.01.1994, as amended from time to time

02. The advertisement for the above post is going to be published in the 11th to 17th November edition of Employment News and the last date of receipt of applications is 30 days from the date of publication in the "Employment News".

03. You are therefore requested that same may be uploaded in your website for wide circulation of the eligible interested officers of your department please.

(K.Vijaya Dat)
Director/G

for Director General Ordnance Factories

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NOTIFICATION

GOVERNMENT OF INDIA
MINISTRY OF DEFENCE
DEPARTMENT OF DEFENCE PRODUCTION

FILLING UP ONE VACANCY OF MEMBER (FINANCE), ORDNANCE FACTORY BOARD, KOLKATA IN THE PAY SCALE OF RS. 75,500-80,000(HAG+) (PRE-REVISED) ON DEPUTATION.

One (01) vacancy in the grade of Member (Finance) in the office of the Ordnance Factory Board, Kolkata (under Ministry of Defence) is proposed to be filled up on deputation basis by the officers of the Organized Central Account Services holding analogous post on regular basis in the pre-revised pay scale of Rs. 75,500- 80,000/- (HAG+)/ Rs.67,000-79,000/- initially for a period of three years which may be extended up to five years. The details prescribed for the post are in Annexure-I. The Proforma of application is as per Annexure-II and can be downloaded from the website www.ofbindia.gov.in. The pay and other conditions of service of the selected officers will be regulated in accordance with DOP&T OM No. 2/29/91-Estt(Pay-II) dated 05 01.1994, as amended from time to time.

2. Application of only such Officers will be considered that are routed through proper channel and are accompanied with:-

- (i) bio-data in the prescribed Proforma at Annexure-II;
- (ii) the APAR dossier of the officer with APARs of at least last five years or clear photocopies of the APARs of the officer of at least five years, duly attested by a Group 'A' officer with a certificate that no "Adverse remarks" remain in the APARs for the past years;
- (iii) cadre clearance;
- (iv) clearance from vigilance and disciplinary angle;
- (v) statement giving details of major or minor penalties, if any, imposed on the officer during the last ten years;
- (vi) He/she should not be more than 58 years of age on closing date of the application; and
- (vii) a certificate that in the event of selection, the officer would be relieved to join the duties of the post.

3. All Ministries/Departments are requested to forward the applications of willing and eligible officer in the prescribed Proforma to Deputy Director General/G, Ordnance Factory Board, 10-A, S.K. Bose Road, Kolkata-700001. Applications not accompanied with the required certificates/documents stated in para 2 above will not be entertained. The last date of receipt of Application is 30 days from the date of publication in the "Employment News".


(K Vijaya Dat)
Director/G

for Director General Ordnance Factories
Ph : 033 22486533
Fax : 033 22107625

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ANNEXURE-I

1. **Name of the post** Member(Finance)
2. **No. of Post** 01
3. **Classification** Group – 'A' Gazetted
4. **Pay Scale** Rs. 75,500-80,000(HAG+)(Pre-revised)
5. **Qualifications** Officers of the Organised Central Accounts Services holding analogous posts on regular basis in the pre-revised pay scale of Rs. 75,500-80,000(HAG+)/ Rs 67,000-79,000/-

Note: Period of Deputation including period of Deputation in another ex-cadre post held immediately preceding his appointment in the same or some other Organisation or Department of the Central Government shall ordinarily not exceed five years. The maximum age limit for appointment by deputation shall be not exceeding 58 years as on the closing date of the receipt of applications.
6. **Duties** Member (Finance) is involved with costing, budgeting, pricing of issues and finalization of procurement besides overseeing the accounting and auditing functions which are discharged on his behalf by Principal Controller of Accounts (Factories) and Chief Internal Auditor respectively. He is required to have a holistic view of both planning, production requirement and financial inputs required for achieving the targets.
7. **Posting** Presently the post is at Kolkata.
8. **To whom the Application should be addressed to** Deputy Director General/G
Ordnance Factory Board,
10-A, S.K. Bose Road,
Kolkata – 700001

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9. **Period of deputation** Initially for a period of three years which may be extended up to five years. Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of Central Government shall ordinarily not exceed five years. The maximum age limit for appointment by deputation shall be not exceeding 58 years as on the closing date of the receipt of applications.
10. **Date of receipt of applications** Within 30 days from the date of notification in the "Employment News".
11. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.
12. All Ministries/Departments are requested to circulate the vacancy to all eligible officers under their administrative control.

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BIO DATA PROFORMA

ANNEXURE - II

- 1 Name and Address in Block Letters
- 2 Date of Birth(in Christian era)
- 3 Date of Retirement under Central/ State Government Rules
- 4 Educational Qualifications
- 5 Whether Educational and other qualifications required for the post are satisfied. (if any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same.)

		Qualifications/experience required	Qualification/Experience possessed by the Officer
Essential	(1)		
	(2)		
	(3)		
Desired	(1)		
	(2)		

6 Please state clearly whether in the light of entries made by you above, you meet the requirements of the post

7. Details of the Employment, in chronological order, enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office/Instt./Org.	Post(s) Held		Scale of pay and Basic Pay	Nature of Duties
	From	To		

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- 8. Nature of present employment i.e. ad-hoc or temporary or quasi permanent or permanent
- 9. In case the present employment is held on deputation/contract basis, please state-

The date of initial appointment.

Period of appointment on deputation/contract.
Name of the parent office/organisation to which officer belongs to.
- 10. Additional details about present employment
Please state whether working under-
Central Govt.
State Govt.
Autonomous organisation
Government Undertakings
e) Universities
- 11. Whether in revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.
- 12. Total emoluments per month now drawn
- 13. Additional information, if any, which the candidate would like to mention in support of his suitability for the post. Enclose a separate sheet, if the space is insufficient.
- 14. Whether belongs to SC/ST
- 15. Remarks

Signature of the candidate _____
Address _____

Date _____
Countersigned _____
(Employer)

