

रक्षा लेखा महानियंत्रक कार्यालय

Office of the Controller General of Defence Accounts

उलान बटार रोड, पालम – 110010
Ulan Batar Road, Palam, Delhi Cantt. 110010

Tel : 011-25674536

FAX : 011-25674781

No. AN/I/1320/1/XXXV

Date: 05.12.2018

To,

The IDAS officers,
(Level 10, 11,12 & 13)
(Through CGDA website)

Subject: Deputation:- IDAS officers.

Applications are invited from the willing IDAS officers fulfilling the eligibility criteria as brought out in the under mentioned communications, to apply for the posts mentioned against each alongwith their bio data, so as to reach this HQrs. office through proper channel latest by 11.12.2018.

Sl. No.	Name of Deptt & Advt. Ref.	Post & Scale of Pay
1.	Tata Institute of Fundamental Research, Mumbai, letter No. TFR/EST dated 05.11.2018	Financial Advisor, Level 13. and Deputy Financial Advisor, Level 12.
2.	National Institute of Homeopathy, Kolkata under Ministry of Ayush, New Delhi, Letter No. R. 13017/24/2018- NI(III) dated 12.10.2018	Director, National Institute of Homeopathy, Kolkata, Level 14


2. Applications received after cut off date i.e. 11.12.2018 will not be considered and will be recorded.


(Juhi Verma)
Sr. ACGDA (AN)

Copy to:-

EDP Section (Local):-

For uploading on the CGDA's website.


(Juhi Verma)
Sr. ACGDA (AN)

F. No. R.13017/24/2018-NI(III)
Government of India
Ministry of AYUSH

AYUSH Bhavan, 'B' Block,
GPO Complex INA,
New Delhi-110023,
Dated, the 2nd Oct 2018.

Office of Adm. Fac. & JS
Dy. No. 6046
Date: 16/11

VACANCY CIRCULAR

Sub: Filling up one post of Director, National Institute of Homoeopathy, Kolkata -reg.

It is proposed to fill up one post of Director, National Institute of Homoeopathy, Kolkata, an autonomous body under the Ministry of AYUSH, Government of India.

2. The post is proposed to be filled up on deputation including short term contract basis for a period not exceeding 5 years. The details for filling up the post are given in **Annex-I**.

3. The application complete in all respect should reach in the prescribed proforma through proper channel to Shri Yash Veer Singh, Under Secretary, NI(III), Ministry of AYUSH, Government of India, AYUSH Bhavan, B-Block, GPO Complex, INA, New Delhi-110023 within 45-days from the date of publication of the advertisement for this post in the Employment News/Rozgar Samachar. The format for the application is given at **Annex-II**. Details are also available on the website of this Ministry (www.ayush.gov.in) and National Institute of Homoeopathy (www.nih.nic.in)

4. Hindi version will follow.

2637/C/118
19/11

Yash Veer Singh
(Yash Veer Singh)

Under Secretary to the Government of India
Telefax: 011-24651644

Encl: as above

To: All Ministries/ Departments/ Chief Secretaries to State Governments/ Administrators, UT Administrations for wider circulation of the vacancy.

Copy to:-

1. Director, NIH, Kolkata. It is requested that it may be posted on the website of NIH.
2. All field organizations of Ministry of AYUSH.
3. DOPT with the request to upload it on their website.
4. Director, NIC, Ministry of AYUSH for posting on the Ministry's website.

Office of the FA (DS)
Diary No. 6570
Date: 16/11/18

MS
16/11

Adm. Fac. & JS
R
16/11
DMJ-6

Government of India
Ministry of AYUSH

Filling up one post of Director, National Institute of Homoeopathy, Kolkata-reg.

Applications are invited, **in duplicate**, from eligible candidates for filling up one post of Director, Director, National Institute of Homoeopathy, Kolkata, an autonomous body under the Ministry of AYUSH, Government of India. The eligibility criteria and other details are given below. Details are also available on the website of this Ministry (www.ayush.gov.in) and National Institute of Homoeopathy (www.nih.nic.in).

1	Name of the post	Director
2	Number of post	One
3	Mode of Recruitment	Deputation/Short Term Contract
4	Scale of pay/ Grade Pay	Level 14 of the pay matrix (Rs. 1,44,200-218200) plus NPA.
5	Age limit for applying (as on the closing date for receipt of application)	Not exceeding 58 years as on the closing date of receipt of application.
6	Eligibility Criteria	<p>Officers of Central Government, State Government, Statutory Organizations, Autonomous Bodies, PSUs, University or Research Institutions:</p> <p>(i) Holding analogous post on a regular basis in the parent cadre or department or organization</p> <p style="text-align: center;">OR</p> <p>(ii) 18 years' standing in the profession of which at least 3 (three) years' experience of regular service in Professor grade at Level-13 of Pay Matrix (Rs. 118500-240100) (pre-revised- PB-IV Rs. 37400-67000 with GP Rs. 8700) or 8 (eight) years of regular service in the grade of Associate Professor / Reader, Level-12 of Pay-matrix (Rs.78800-209200) (pre-revised-PB-III Rs. 15600-39100 with GP Rs. 7600) or equivalent;</p> <p style="text-align: center;">And</p> <p>Possessing the essential educational qualification and experience prescribed below:</p> <p><u>Essential Qualification</u> Postgraduate qualification in Homoeopathy recognized under Second Schedule of Homoeopathy Central Council Act, 1973.</p> <p><u>Desirable</u></p> <p>1. Published Research Work in peer reviewed research journals/ high quality academic publication.</p> <p>2. Postgraduate Diploma or Degree in Health Care Management /Hospital Administration.</p>

7	Tenure of appointment	The tenure will be of 5 years or upto the date of retirement in the parent organization, whichever is earlier.
8	Duties and Responsibilities	<ul style="list-style-type: none"> i. To act as in charge of overall administration for proper management and affairs of the NIH, Society. ii. To function as the Member Secretary of the Governing Body.
9	Place of duty	Kolkata, West Bengal
10	Last Date for receipt of applications	The application complete in all respect should reach in the prescribed proforma through proper channel to Shri Yash Veer Singh, Under Secretary, NI(III), Ministry of AYUSH, Government of India, AYUSH Bhavan, B-Block, GPO Complex, INA, New Delhi-110023 within 45 days from the date of publication of the advertisement for this post in the Employment News/Rozgar Samachar.
11	General Instructions	<ul style="list-style-type: none"> i. Applications not received through proper channel as well as those received after closing date of receipt of Application shall not be entertained and summarily rejected. ii. While forwarding the application, the sponsoring authority shall ensure that the particulars of the candidate are verified and that he/she fulfils the eligibility conditions and may be forwarded alongwith vigilance clearance certificate and attested photocopies of ACRs/APARs of the candidate for the last five years. iii. The candidate once selected will not be allowed to withdraw. iv. The crucial date of determination of eligibility regarding age, experience, etc shall be the last dated for receipt of applications. v. Applicant will be fully responsible for the accuracy of the information furnished in the application. Any information furnished by the candidate if found wrong/ false at any stage will result in disqualification of the candidate and/ or action as per relevant rules, at any stage. vi. The terms & conditions for appointment will be as per prevailing DOP&T's instructions. vii. Ministry of AYUSH reserved the right not to fill up the post without assigning any reason thereof at any stage of the recruitment process.

Application for the post of Director, National Institute of Homoeopathy, Kolkata

1	Name in Block letters		Affix recent passport size Photograph duly self attested				
2	Address /Tel No./Mobile No./ E-mail ID						
3	Date of Birth (in Christian era)						
4	Age as on the as on the closing date for receipt of application						
5	Age of superannuation in the present organisation						
6	Educational and other Qualifications						
	S. No.	Qualificati on	Board/ Institution	Year of Passing	Percentage/ Position/ Division		
7	Published research work						
	S.No.	Topic	Name of Publication				
8.	Details of Employment, in chronological order.						
	Name of Office	Post held	Nature of employment i.e. Ad-hoc or temporary or quasi-permanent or permanent or deputation	From	To	Scale of Pay	Nature of duties performed
9	Please state clearly whether in the light of the entries made by you above, you meet the requirements of the post.						
10	Additional information, if any, which you would like to mention in support of your suitability for the post.						
11	List of documents attached (All documents should be duly self attested. Application should be continuously page numbered)						
	S No.	Name of the documents	Page No				

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I hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found suppressed/false or incorrect or ineligibility being detected before or after the selection, my candidature/appointment is liable to be cancelled.

Signature of the candidate _____

Name of Candidate _____

Place : _____

Date : _____

CERTIFICATE/DOCUMENTS TO BE GIVEN BY HEAD OF OFFICE OF THE APPLICANT

1. It is certified that the particulars furnished by the official are correct.
2. It is certified that no disciplinary/vigilance case is either pending or contemplated against the applicant and he/she is clear from the Vigilance angle.
3. It is certified that no major/minor penalty has been imposed or contemplated on him/her during the last 10 years.
4. The record of service of the official has been carefully scrutinized and it is certified that there is no doubt about his/her integrity.
5. This office has no objection and the applicant will be immediately relieved consequent upon his/her selection for the post of Director, NIH, Kolkata.
6. The photocopies of ACRs for the last 5 years duly attested on each page are enclosed.

Date:.....

Place:.....

Signature:.....

Name:.....

Designation:.....

Name of organization-----

OFFICIAL SEAL

Ministry of Defence (Finance)
DAD-Coord
Room No. 24-A, South Block, New Delhi

Sub:Filling up the post on deputation of-

- (i) **Financial Advisor in the pay level : appropriate stage at Level 13 of Pay Matrix (7th CPC)(PB-4 Rs. 37,400-67,000 + (GP) Pre-revised) and,**
- (ii) **Deputy Financial Advisor in the Pay level : appropriate stage at Level 12 of Pay Matrix (7th Central Pay Commission) (PB-3 Rs. 15,600-39,100 + Rs. 7600 (GP) Pre-revised).**

A copy of Tata Institute of Fundamental Research, National Centre of the Government of India for Nuclear Science & Mathematics and a Deemed University vacancy No. TFR/EST/ dated 05.11.2018 on the above subject is forwarded herewith for information and necessary action please.


(Rajesh Kalia)
SO (DAD-Coord)

Ms Kiran Raju, SAO(AN-I)

Office of the CGDA, Ulan Batar Road, Delhi Cantt

MoD (Fin) ID Note No. 10(3)/C/2018(TK-II) dated 15.11.2018

OS
28.11.18

2A

TATA INSTITUTE OF FUNDAMENTAL RESEARCH
*National Centre of the Government of India for Nuclear
Science & Mathematics and a Deemed University
1, Homi Bhabha Road, Colaba, Mumbai 400 005*

TFR/EST/

November 05 2018.

VACANCY CIRCULAR

Subject: Filling up the post on deputation of –

- i) Financial Advisor in the Pay level: appropriate stage at Level 13 of Pay Matrix (7th Central Pay Commission) (PB-4 Rs.37400-67000 + Rs.8700 (GP) Pre-revised) and,
- ii) Deputy Financial Advisor in the Pay level: appropriate stage at Level 12 of Pay Matrix (7th Central Pay Commission) (PB-3 Rs.15600-39100 + Rs.7600 (GP) Pre-revised)

Sir,

TIFR is an autonomous body under the administrative control of the Department of Atomic Energy. TIFR which does basic research in three major areas of Mathematics, Natural Sciences and Technology and Computer Science was established in 01.06.1945. It has also set up several Centres and field stations for various research facilities all over the country and was also conferred the status of Deemed University by the University Grants Commission.

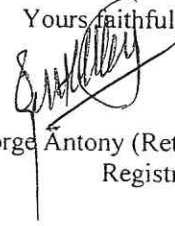
The undersigned is directed to state that vacancies of Financial Advisor and Deputy Financial Advisor are required to be filled up by deputation in Tata Institute of Fundamental Research (TIFR), Mumbai. The Deputy Financial Advisor though located at TIFR Colaba, will carry out regular audit and scrutinise the financial procedures and processes at all Centres and Field Stations of TIFR and, therefore, is expected to travel extensively.

It is requested that applications from suitable officers with adequate knowledge of Government of India rules and regulations, and experience in Government accounting/budgeting and financial procedures and stores and purchase procedure, willing to be considered for the above posts at TIFR, Mumbai and who can be spared immediately may be forwarded to Registrar, Tata Institute of Fundamental Research, 1 Homi Bhabha Road, Colaba, Mumbai 400 005 within 45 days from the date of publication of the advertisement in Employment News.

The copy of the advertisement is enclosed as Annexure I and the proforma for application as Annexure II.

It may please be ensured that the application is forwarded in the proforma enclosed along with attested copies of confidential reports for the preceding five years. Applications received after last date or received otherwise than through proper channel or without cadre clearance, vigilance clearance, integrity certificate or complete APAR or otherwise found incomplete are liable to be rejected.

Yours faithfully,


Wg Cdr George Antony (Retd)
Registrar

Enclosures : Annexure I and II

All Ministries/Departments of Government of India

M/S
13/11
Addl FA (RK) + JS
13/11
JMD - cont)

Anjan
26/11/18
15/11/18

TATA INSTITUTE OF FUNDAMENTAL RESEARCH
National Centre of the Government of India for Nuclear
Science & Mathematics and a Deemed University
1, Homi Bhabha Road, Colaba, Mumbai 400 005

Advertisement No. 2018/11

Applications are invited for the following posts to be filled on deputation basis.

I. Financial Advisor (at Colaba, Mumbai): One Post ; Pay level: appropriate stage at Level 13 of Pay Matrix (7th Central Pay Commission) (PB-4 Rs.37400-67000 + Rs.8700 (GP) Pre-revised).

Qualification & Experience

- (i) Officers from any of the Central/State Governments
 - (a) holding analogous posts **OR**
 - (b) with five years' regular service in the Pay Band-3, Rs.15600-39100 with Grade Pay of Rs.7600/ (Pre-revised) **OR**
 - (c) with 10 years' regular service in the Pay Band-3, Rs.15600-39100 with Grade pay of Rs 6600/- and above (Pre-revised).
- (ii) Experience in Government accounting/budgeting and financial procedures, Stores and Purchase procedures.
- (iii) Adequate knowledge of Government of India rules and regulations.

Desirable : Preference shall be given to the officers belonging to Audit and Accounts Services, qualified chartered Accountants or with MBA in Finance.

Job description and duties: The FA shall advice in all matters related to Finance, Accounts, Audit, Purchase, MoUs etc of the Institute and report to the Convener Budget Planning Group. He/She shall be responsible for the Accounts and Audit functions of the Institute and help in the budget formulation. The FA is expected to bring-in requisite expertise in the Institute's financial management and maintain a good liaison with DAE and other external Agencies.

II. Deputy Financial Advisor (at Colaba, Mumbai) : One Post ; Pay level: appropriate stage at Level 12 of Pay Matrix (7th Central Pay Commission) (PB-3 Rs.15600-39100 + Rs.7600 (GP) Pre-revised)

Qualification & Experience

- (i) Officers from any of the Central/State Governments
 - (a) holding analogous posts **OR**
 - (b) with five years' regular service in the Pay Band-3, Rs.15600-39100 with Grade Pay of Rs.6600/ **OR**

Contd. . . 2 . .

(c) with 10 years' regular service in the Pay Band-3, Rs.15600-39100 with Grade pay of Rs 5400/- and above.

(ii) Experience in Government accounting/budgeting and financial procedures, Stores and Purchase procedures.

(iii) Adequate knowledge of Government of India rules and regulations.

Desirable: Preference shall be given to the officers belonging to Audit and Accounts Services, qualified chartered Accountants or with MBA in Finance.

Job description and duties: Though located at TIFR, Colaba, the Deputy Financial Advisor will carry out regular audit and scrutinise the financial procedures and processes at all Centres and Field Stations and, therefore, is expected to travel extensively. He/She will advise the Centre Directors and Dean, CAM in all matters related to Finance, Accounts, Audit, Purchase, MoUs etc. He/She will be a member of all Committees related to Purchase and Finance at all the Centres. The Dy FA shall report to the FA at TIFR, Head Office. The Dy FA is expected to bring-in requisite expertise in financial management and maintain a good liaison with DAE, DBT, DST and other external Agencies.

COMMON ASPECTS

(i) The maximum age limit for appointment by deputation basis shall be 56 years as on July 1, 2018.

(ii) The period of deputation will be initially for three years (extendable by another two years) as per Foreign Service Terms of the Government of India.

(iii) The eligible employees should send their applications through proper channel as per the application format uploaded on the TIFR website (<http://www.tifr.res.in/positions>).

(iv) The application should include attested copies of confidential report dossiers for the past five years and a certificate to the effect that the officials are clear from vigilance point of view, and that there is no disciplinary case pending/contemplated against him/her.

(v) The closing date of application will be 45 days from the date of publication of the advertisement in Employment News.

(vi) Applications received after the expiry of last date or received otherwise than through proper channel or without cadre clearance, vigilance clearance, integrity certificate or complete APAR or without the seal of the office or otherwise found incomplete will not be entertained.

Applications from eligible and willing officers who can be spared immediately may be forwarded to Registrar, Tata Institute of Fundamental Research, 1 Homi Bhabha Road, Colaba, Mumbai 400 005.

Paste your
passport size
Photo here

PROFORMA

PERSONAL DATA TO BE FILLED BY THE APPLICANT

1	Name & Designation	
2	Gender	
3	Date of Birth	
4	Date of Joining Government Service	
5	Date of Retirement	
6	Pay Level ; Pay Stage	
7	Mobile No. & E-Mail ID	
8	Service to which belong	
9	Category (SC/ST)	
10	Whether currently working under Central Deputation	YES / NO i) If yes, date of reporting to Cadre ii) Whether cooling-off period completed YES/NO iii) If yes, indicate Cooling period completion date :
11	Whether belongs to SC/ST/OBC/Physically Handicapped	

12. Educational Qualifications:

(Please only mention Graduation and above)

S. No.	Qualification	Subject (s)	Year / Division	Institution / University / Place

13. Experience Details:

S. No.	(i) Pay Level and Pay Stage/Pay Band, Pay & GP (ii) Designation	Ministry / Department / Office / Place	Tenure from and Tenure to
1			
2			
3			
4			

14. 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.

15. Training Details :

(Please mention trainings of duration of only more than one month)

S. No.	Training name / Institute / Country	Training related to specialization in subjects	From date To date
1			
2			
3			

The information furnished above by me is correct.

Date :

(Signature of Applicant)

To be filled by the Cadre Controlling Authority

It is certified that the above information given is correct as per record.

Date :

Signature _____

Name _____

Designation _____

To be filled by the Cadre Controlling Authority

1	Whether any disciplinary proceedings have been initiated against the officer during his career, so far. If yes, details thereof	
2	Whether any complaint including that of corruption against the officer, which in the view of the State Government/Cadre Controlling Authority may have a direct bearing/relevance on the vigilance status/integrity of the officer as on date, is pending against the officer. If so, details thereof.	
3	Whether any preliminary inquiry or any other vigilance related matter is pending against the officer. If so, full facts of the pending matter.	
4	Whether any criminal proceedings were registered against the officer during his career, so far. If so, the details/present status and the final out come thereof.	
5	Whether the name of the officer appears in the Agreed List.	

Particulars of APARs

1	Whether certified copies of APARs for the last five years viz. upto 31.12.2017 are enclosed.	
2	Whether adverse entries, if any (expunged or unexpunged) in any APAR (s) If yes, year-wise details thereof.	
3	APAR grading of the last five years	Year/Period
		Grading