

To

All Heads of Departments in IA & AD  
(As per mailing List)

Sub:- Circular to fill up the posts in O/o the Pr. AG(A&E), Andhra Pradesh, Head Quarters at Amaravathi, Andhra Pradesh on deputation basis – reg.

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Sir / Madam

Applications from willing officials holding same / analogous posts are invited to fill up the following posts in O/o the Principal Accountant General(A&E), Andhra Pradesh, Head Quarters at Amaravathi, Andhra Pradesh on deputation basis.

SL NO	Name of the post	Pay Matrix Level
1	Senior Accountant	Level – 6
2	Accountant	Level – 5
3	DEO	Level – 4
4	MTS	Level -- 1

The period of deputation will be initially for three years and can be extended if required subject to the continued suitability and administrative convenience.

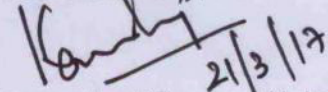
The terms and conditions of deputation as stipulated in DOP&T OM No. 6/8/62009/Estt.(Pay-II) dated 17.06.2010 are applicable. The age of the applicant shall not exceed 56 years as on the closing date of receipt of application. Mere submission of applications will not entail the candidates for selection.

The applications of willing officials may kindly be sent to this office by 25.04.2017. It is requested that while forwarding the applications of willing officials, the following documents/certificates may be furnished by the sponsoring authorities: -

- (i) Bio-data (In enclosed format)
- (ii) Certificate to the order that the particulars are correct.
- (iii) Vigilance clearance certificate to the effect that no disciplinary/court/vigilance case is either pending or contemplated against the applicant.
- (iv) Copies of Annual Confidential Reports/Annual Performance Appraisal Reports for the last 05 years.

Encl: As stated

Yours faithfully,



Deputy Accountant General (Admn.)

## BIO- DATA

1. Name :
2. Designation :
3. Date of Birth :
4. Date of appointment :
5. Category :
6. Educational Qualifications :
7. Whether period of probation  
completed :
8. Present pay, Scale and Date of  
Next increment :
9. Any other information :

Sr. Accounts Officer (Admn.)