

**F.No-21/12/2018-CS.I (P)**  
**Government of India**  
**Ministry of Personnel, Public Grievances & Pensions**  
**(Department of Personnel & Training)**  
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2<sup>nd</sup> Floor, A Wing, Lok Nayak Bhawan,  
Khan Market, New Delhi  
Dated 26<sup>th</sup> December, 2018

27/12

**OFFICE MEMORANDUM**

Subject:- Filling up of posts in Telecom Regulatory Authority of India (TRAI) and Unique Identification Authority of India (UIDAI) on deputation basis.

The undersigned is directed to circulate herewith under mention two vacancy circulars received from various Ministries/Departments along with its enclosures for the information of all CSS officers.

S.No.	Department/Ministry	Name of Post
1.	Telecom Regulatory Authority of India (TRAI)	Joint Advisor (F& EA)
2.	Unique Identification Authority of India (UIDAI)	Assistant Accounts Officer (For the posts of Section Officer & Assistant Accounts Officer date extended up to 31.01.2019)

2. It may be noted that cadre clearance from CS-I Division will be required in case of Under Secretary and above level officers of CSS applying for deputation. The cadre units while granting clearance to SO/ ASOs may do so, in terms of the guidelines used by CS-I Division vide O.M. No. 13.04.2018.

3. In case of any further clarifications, applicants are advised to contact concerned Ministry/Department.

  
(K. Srinivasan)

Under Secretary to the Government of India  
Tel : 24642705

To

All Ministries/Departments (through website of DoP&T)



भारतीय दूरसंचार विनियामक प्राधिकरण  
TELECOM REGULATORY AUTHORITY OF INDIA  
महानगर दूरसंचार भवन, जवाहर लाल नेहरू मार्ग,  
पुराना मिन्टो रोड, जाकिर हुसैन कॉलेज के पास,  
नई दिल्ली-110002



No. 1-16/2018-A&P

Dated: 11<sup>th</sup> December, 2018

To

**The Under Secretary [CS-I (P)]**

[Shri K. SRINIVASAN]

Department of Personnel & Training,  
Ministry of Personnel, P.G. & Pension,  
A-Wing, 2nd Floor, Lok Nayak Bhawan, Khan Market,  
**New Delhi-110003**

**Sub: Filling up of the post of Joint Advisor (Finance & Economic Analysis) in TRAI Headquarter at New Delhi on deputation on foreign service terms - uploading of vacancy circular in DoP&T official website reg.**

Sir,

I am directed to say that Telecom Regulatory Authority of India proposes to fill up the vacant post of Joint Advisor (Finance & Economic Analysis) in its Headquarter at New Delhi on deputation on foreign service terms, initially for a period of two years, as detailed below:

Sl. No.	Name of post	Pay Level/Pay Band & Grade Pay
1.	Joint Advisor (F&EA)	Pay Level-13 ₹ 123100-215900 in the Pay Matrix as per CCS(RP)Rules, 2016 [Pre-revised PB-4, ₹ 37400-67000+GP ₹ 8700]

2. In this regard the vacancy circulars No. 1-16/2018-A&P dated 10.10.2018, 08.11.2018 and 05.12.2018 (*copies attached*) are forwarded with the request to make necessary arrangement for uploading the vacancy circulars in the official website of your department for wide publicity and better response.

Yours faithfully,

**(S. P. Bhatta)**

Senior Research Officer (A&P)  
Tel: 23664-213/Fax:23233017

**Encl: As above.**

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भारतीय दूरसंचार विनियामक प्राधिकरण  
TELECOM REGULATORY AUTHORITY OF INDIA  
महानगर दूरसंचार भवन, जवाहर लाल नेहरू मार्ग,  
पुराना मिंटो रोड, जाकिर हुसैन कॉलेज के पास,  
नई दिल्ली-110002



संख्या 1-16/2018-प्रशासन एवं कार्मिक

दिनांक:10-10-2018

To,

All Ministries/Department of Government of India,  
Central Public Sector Undertakings, Statutory & Autonomous Bodies.

**Sub: Filling up of the posts of Joint Advisor in TRAI (HQ), New Delhi on deputation on foreign service terms.**

Sir,

Telecom Regulatory Authority of India (TRAI), New Delhi, is a statutory body set up under an Act of Parliament viz. the TRAI Act, 1997. TRAI has been established to regulate the Telecommunications Services and to protect the interest of service providers and consumers of the telecom sector, to promote and ensure orderly growth of the telecom sector and for matters connected therewith or incidental thereto. The functions relating to regulation of Broadcasting and Cable Services Sectors have also been entrusted to TRAI from 2004.

2. The organization proposes to fill up the posts of Joint Advisor in its headquarter at New Delhi on deputation on foreign service terms, initially for a period of two years. The details of qualification and experience etc., are as under:-

Name of the Post	Level/ Pay Band	Eligibility criteria	Qualification
Joint Advisor	Level-13 (Rs. 123100- 215900) in the Pay Matrix as per 7 <sup>th</sup> CPC plus other allowances such as DA, HRA etc. as per Govt. Rules.	Officers of the Central Government, Central Public Sector Undertakings and Statutory and Autonomous Bodies:-  i. Holding equivalent post on regular basis OR ii. Officers in Junior Administrative Grade with five years of regular service in that grade OR iii. Group 'A' Officers having twelve years of regular service in Group A of which at least five years of regular service shall be in the JAG.	<b>Essential:-</b> A Master/ Bachelors Degree in Electronics Engineering/ Telecommunications Engineering/ Business Administration/ Economics/ Commerce/ Engineering/ Law/ Science/ Humanities from a recognized University/ Institution or, Membership of the Institute of Chartered Accountants of India/ Institute of Cost and Works Accountants of India.  <b>Desirable for Joint Advisor (F&amp;EA):</b> Work experience in handling matters pertaining to economic policy formulation, economic analysis, economic administration or tariff/price administration.
Joint Advisor (F&EA)	[Pre-revised PB-4, Rs. 37400-67000+ Rs. 8700 GP]		

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3. The appointment will be made on deputation on foreign service terms and will be governed by the instructions issued by the DoP&Trg. OM No. 6/8/2009-Estt. (Pay II) dated 17<sup>th</sup> June, 2010, as amended from time to time. **The maximum age for appointment on deputation shall in no case exceed 56 years on the date of closing of applications in TRAI.**

4. All the Ministries/Departments, Central Public Sector Undertakings and Statutory and Autonomous Bodies are requested to forward applications in the prescribed proforma (*can be downloaded from TRAI's website [www.trai.gov.in](http://www.trai.gov.in)*) along with attested copies of ACRs/APARs for the last five years and vigilance/disciplinary clearance of eligible candidates whose services could be placed at the disposal of the Authority immediately in the event of their selection. The application should be sent in an envelope superscribing the post applied for to the **Senior Research Officer (A&P), Telecom Regulatory Authority of India, Mahanagar Door Sanchar Bhawan, J.L. Nehru Marg (Old Minto Road), next to Zakir Hussain College, New Delhi-110002 on or before 09.11.2018.**

Yours faithfully,



(S. P. Bhatta)

Senior Research Officer (A&P)

Tel: 23664-213/Fax:23233017

Internal circulation for information:-

1. OSD, O/o. Chairperson, TRAI
2. Sr. PPS to Member (R), TRAI
3. Sr. PPS to O/o. the Member, TRAI.
4. Sr. PPS to Secretary, TRAI
5. All Principal Advisors/Advisors [HQ] & [ROs], TRAI.
6. JA (IT) - with a request to upload the same in the TRAI website.
7. Notice Board.



भारतीय दूरसंचार विनियामक प्राधिकरण  
TELECOM REGULATORY AUTHORITY OF INDIA  
महानगर दूरसंचार भवन, जवाहर लाल नेहरू मार्ग,  
पुराना मिन्टो रोड, जाकिर हुसैन कॉलेज के पास,  
नई दिल्ली-110002



संख्या 1-16/2018-प्रशासन एवं कार्मिक

दिनांक:08-11-2018

To,

All Ministries/Department of Government of India,  
Central Public Sector Undertakings, Statutory & Autonomous Bodies.

**Sub: Filling up of the posts of Joint Advisor in TRAI (HQ), New Delhi on deputation on foreign service terms: Extension of last date.**

Sir,

Reference is invited to TRAI's vacancy circular of even No. dated 10<sup>th</sup> October, 2018 for filling up of the posts of Joint Advisor in its headquarters, New Delhi on deputation on foreign service terms, initially for a period of two years. The details of eligibility criteria, qualifications and experience etc., are as under:-

Name of the Post	Level/ Pay Band	Eligibility criteria	Qualification
Joint Advisor	Level-13 (Rs. 123100-215900) in the Pay Matrix as per 7 <sup>th</sup> CPC plus other allowances such as DA, HRA etc. as per Govt. Rules.	Officers of the Central Government, Central Public Sector Undertakings and Statutory and Autonomous Bodies:-	<b>Essential:-</b> A Master/ Bachelors Degree in Electronics Engineering/ Telecommunications Engineering/ Business Administration/ Economics/ Commerce/ Engineering/ Law/ Science/ Humanities from a recognized University/ Institution or, Membership of the Institute of Chartered Accountants of India/ Institute of Cost and Works Accountants of India.
Joint Advisor (F&EA)	[Pre-revised PB-4, Rs. 37400-67000+ Rs. 8700 GP]	i. Holding equivalent post on regular basis <b>OR</b> ii. Officers in Junior Administrative Grade with five years of regular service in that grade <b>OR</b> iii. Group 'A' Officers having twelve years of regular service in Group A of which at least five years of regular service shall be in the JAG.	<b>Desirable for Joint Advisor (F&amp;EA):</b> <i>Work experience in handling matters pertaining to economic policy formulation, economic analysis, economic administration or tariff/price administration.</i>

2. The appointment will be made on deputation on foreign service terms and will be governed by the instructions issued by the DoP&Trg. OM No. 6/8/2009-Estt. (Pay II) dated 17<sup>th</sup> June, 2010, as amended from time to time. **The maximum age for appointment on deputation shall in no case exceed 56 years on the date of closing of applications in TRAI.**

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3. All the Ministries/Departments, Central Public Sector Undertakings and Statutory and Autonomous Bodies are requested to forward applications in the prescribed proforma (***can be downloaded from TRAI's website [www.trai.gov.in](http://www.trai.gov.in)***) along with attested copies of ACRs/APARs for the last five years and vigilance/disciplinary clearance of eligible candidates whose services could be placed at the disposal of the Authority immediately in the event of their selection. The application should be sent in an envelope superscribing the post applied for to the **Senior Research Officer (A&P), Telecom Regulatory Authority of India, Mahanagar Door Sanchar Bhawan, J.L. Nehru Marg (Old Minto Road), next to Zakir Hussain College, New Delhi-110002.**

4. **The last date for receipt of application is now extended up to 30.11.2018.**

Yours faithfully,



(S. P. Bhatta)

Senior Research Officer (A&P)

Tel: 23664-213/Fax:23233017

Internal circulation for information:-

1. OSD, O/o. Chairperson, TRAI
2. Sr. PPS to Member (R), TRAI
3. Sr. PPS to O/o. the Member, TRAI.
4. Sr. PPS to Secretary, TRAI
5. All Principal Advisors/Advisors [HQ] & [ROs], TRAI.
6. JA (IT) - with a request to upload the same in the TRAI website.
7. Notice Board.



भारतीय दूरसंचार विनियामक प्राधिकरण  
TELECOM REGULATORY AUTHORITY OF INDIA  
महानगर दूरसंचार भवन, जवाहर लाल नेहरू मार्ग,  
पुराना मिनटो रोड, जाकिर हुसैन कॉलेज के पास,  
नई दिल्ली-110002



संख्या 1-16/2018-प्रशासन एवं कार्मिक

दिनांक:05.12.2018

To,

All Ministries/Department of Government of India,  
Central Public Sector Undertakings, Statutory & Autonomous Bodies.

**Sub: Filling up of the posts of Joint Advisor in TRAI (HQ), New Delhi on deputation on foreign service terms: Extension of last date.**

Sir,

Reference is invited to TRAI's vacancy circulars of even No. dated 10.10.2018 and 08.11.2018 for filling up of the posts of Joint Advisor in its headquarters, New Delhi on deputation on foreign service terms, initially for a period of two years. The details of eligibility criteria, qualifications and experience etc., are as under:-

Name of the Post	Level/ Pay Band	Eligibility criteria	Qualification
Joint Advisor	Level-13 (Rs. 123100-215900) in the Pay Matrix as per 7 <sup>th</sup> CPC plus other allowances such as DA, HRA etc. as per Govt. Rules.	Officers of the Central Government, Central Public Sector Undertakings and Statutory and Autonomous Bodies:-	<b>Essential:-</b> A Master/ Bachelors Degree in Electronics Engineering/ Telecommunications Engineering/ Business Administration/ Economics/ Commerce/ Engineering/ Law/ Science/ Humanities from a recognized University/ Institution or, Membership of the Institute of Chartered Accountants of India/ Institute of Cost and Works Accountants of India.  <b>Desirable for Joint Advisor (F&amp;EA):</b> <i>Work experience in handling matters pertaining to economic policy formulation, economic analysis, economic administration or tariff/price administration.</i>
Joint Advisor (F&EA)	[Pre-revised PB-4, Rs. 37400-67000+ Rs. 8700 GP]	i. Holding equivalent post on regular basis <b>OR</b> ii. Officers in Junior Administrative Grade with five years of regular service in that grade <b>OR</b> iii. Group 'A' Officers having twelve years of regular service in Group A of which at least five years of regular service shall be in the JAG.	

2. The appointment will be made on deputation on foreign service terms and will be governed by the instructions issued by the DoP&Trg. OM No. 6/8/2009-Estt. (Pay II) dated 17<sup>th</sup> June, 2010, as amended from time to time. **The maximum age for appointment on deputation shall in no case exceed 56 years on the date of closing of applications in TRAI.**

3. The applicants who have applied earlier in response to vacancy circular of even No. dated 10.10.2018 & 08.11.2018 need not apply again.

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4. All the Ministries/Departments, Central Public Sector Undertakings and Statutory and Autonomous Bodies are requested to forward applications in the prescribed proforma (*can be downloaded from TRAI's website [www.trai.gov.in](http://www.trai.gov.in)*) along with attested copies of ACRs/APARs for the last five years and vigilance/disciplinary clearance of eligible candidates whose services could be placed at the disposal of the Authority immediately in the event of their selection. The application should be sent in an envelope superscribing the post applied for to the **Senior Research Officer (A&P), Telecom Regulatory Authority of India, Mahanagar Door Sanchar Bhawan, J.L. Nehru Marg (Old Minto Road), next to Zakir Hussain College, New Delhi-110002.**

5. The last date for receipt of application is now extended up to 31.12.2018.

Yours faithfully,



(S. P. Bhatta)

Senior Research Officer (A&P)

Tel: 23664-213/Fax:23233017

Internal circulation for information:-

1. OSD, O/o. Chairperson, TRAI
2. Sr. PPS to Member (R), TRAI
3. Sr. PPS to O/o. the Member, TRAI.
4. Sr. PPS to Secretary, TRAI
5. All Principal Advisors/Advisors [HQ] & [ROs], TRAI.
6. JA (IT) - with a request to upload the same in the TRAI website.
7. Notice Board.



भारत सरकार / Govt of India

इलेक्ट्रॉनिक्स एवं सूचना प्रौद्योगिकी मंत्रालय/Ministry of Electronics & I.T(MeitY)  
भारतीय विशिष्ट पहचान प्राधिकरण Unique Identification Authority of India (UIDAI)

क्षेत्रीय कार्यालय, (असम, अरुणाचल प्रदेश, मिजोरम, मणिपुर, नागालैंड, मेघालय, सिक्किम और त्रिपुरा) गुवाहाटी  
Regional Office, (Assam, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Meghalaya, Sikkim and Tripura) Guwahati

ब्लॉक V, पहली मंजिल:: Block-V, 1<sup>st</sup> Floor:

:उस्फेद परिसर, दिसपुर, गुवाहाटी-781006

HOUSEFED Complex, Dispur, Guwahati -781006

FILE No: - UIDAI/RO- GHY/ 07/2010/Vol-IV /1942-45 Date/दिनांक: 20-11-2018

**Sub: Extension of last date of submission of application for filling up one vacant post of Section Officer and one anticipatory post of Assistant Accounts Officer on deputation basis at UIDAI, RO, Guwahati.**

**Reference: Vacancy circular of RO, UIDAI Guwahati vide letter of even number dated 12-09-2018 and subsequent corrigendum dated 12-10-2018 inviting application for filling up one vacant post of Section Officer(SO)and one anticipated post of Assistant Accounts Officer (AAO) in its Regional Office, Guwahati in the Pay Matrix Level -8 (pre-revised Pay Band II Rs. 9300-34800 plus Grade Pay of Rs. 4800/-) for both SO and AAO on deputation basis.**

The date of submission of applications through proper Channel **"FOR THE POST OF SECTION OFFICER AND ASSITANT ACCOUNTS OFFICER AT UIDAI REGIONAL OFFICE GUWAHATI"** is hereby further extended up to **31-01-2019**. Those who have applied against circular dated **12-09-2018** through proper channel need not apply afresh. However, new applicants and applicants who have submitted only advance copy of the application may submit their applications complete in all respect through proper channel within the extended date to **Assistant Director General, Unique Identification Authority of India (UIDAI), Regional Office, 1<sup>st</sup> Floor Block-V, HOUSEFED COMPLEX, Beltola-Basistha Road, PO, Assam Sachibalaya Dispur, Guwahati-781006**. Since this vacancy is to be filled up on deputation basis, private candidates are not eligible.

3. Application received after the last date or otherwise found incomplete shall not be considered. Further details may be obtained from the website [www.uidai.gov.in](http://www.uidai.gov.in).

  
(Piyush Chetiya)  
Assistant Director General

Copy to:  
To,

1. The Assistant Director General (Estt.), Unique Identification Authority of India, Ministry of Electronics and Information Technology(MeitY), Aadhaar Building, Guru Duwara Bangla Sahib Road, Behind Kalibari, Gole Market, New Delhi-110001 with the request to upload the enclosed vacancy circular on the UIDAI's website.
2. The Under Secretary (CS-II), CS Division, Deptt of Personnel & Training, LokNayak Bhavan, New Delhi with the request to upload the enclosed vacancy circular on the DoP&T's website.
3. Secretary, Department of Personnel & Training, Government of Assam/ Meghalaya/ Manipur/Mizoram/Nagaland/Arunachal Pradesh/ Tripura /Sikkim.

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फाइल नं: - यूआईडीएआई / आरओ- जीएच वाई/07/2010/Vol-IV / 104-26  
 FILE No. UIDAI/RO-GHY/07/2010/Vol-IV

भारत सरकार /Govt of India

इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी मंत्रालय/Ministry of Electronics & I.T(MeitY)

भारतीय विशिष्ट पहचान प्राधिकरण Unique Identification Authority of India (UIDAI)

क्षेत्रीय कार्यालय, (असम, अरुणाचल प्रदेश, मिजोरम, मणिपुर, नागालैंड, मेघालय, सिक्किम और त्रिपुरा) गुवाहाटी  
 Regional Office, (Assam, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Meghalaya, Sikkim and Tripura)  
 Guwahati

ब्लॉक V, पहली मंजिल, हाउस्फेद परिसर, दिसपुर, गुवाहाटी-781006  
 Block-V, 1<sup>st</sup> Floor, HOUSEFED Complex, Dispur, Guwahati -781006

Date: 12.10-2018

**CORRIGENDUM**

In partial modification of this office's Vacancy Circular No. UIDAI/RO-GHY/07/2010/Vol-IV dated 12<sup>th</sup> September, 2018, inviting applications for filling up of one post of Section Officer (SO) and one post of Assistant Accounts Officer (AAO) in LEVEL-8 of the Pay Matrix (Pre-revised Pay Band – 2 /Rs. 9300 – 24800 plus Grade Pay of Rs. 4800/-) on deputation basis in the Unique Identification Authority of India (UIDAI), Regional Office, Guwahati, **the eligibility criteria/qualification(s) for the post of Assistant Accounts Officer (AAO) stands revised as under:-**

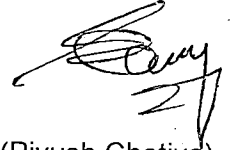
Name of the Post and Pay Scale with Grade Pay	Number of Vacant Posts	Eligibility Criteria	Desirable Qualifications/ Experience
Assistant Accounts Officer  LEVEL-8 of the Pay Matrix (Pre-revised Pay Band-2/ Rs. 9300-34800 plus Grade Pay of Rs. 4800/-)	01  (Likely to fall vacant)	(i) Officials from the Central Government holding analogous post on regular basis in the parent cadre/department; OR With three years regular service in LEVEL-7/equivalent; OR With five years regular service in LEVEL-6/equivalent.  (ii) Officers from the State Governments, Autonomous Bodies, PSUs holding regular post in equivalent grade.  (iii) Professional qualifications of Chartered Accountant / Cost Accountant/ MBA (Finance); OR Having passed SAS/equivalent examination of organized Accounts Cadre of Central/State Government; OR Having successfully completed cash and accounts training conducted by ISTM.  (iii) Five years experience in finance, accounts and budget related matters.	Knowledge of/experience in work on Tally or other accounting software.

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2. The other contents of the above mentioned Vacancy Circular dated 12<sup>th</sup> September, 2018 would remain unchanged.
3. This issues with the approval of the Deputy Director General.



(Piyush Chetiya)

Assistant Director General

Tel. No. 0361 – 2228081

Copy to:-

1. The Assistant Director General (HR), UIDAI, Ministry of Electronics and Information Technology (MeitY), Aadhar Building, 4<sup>th</sup> Floor, Behind Kali Mandir, Gole Market, New Delhi – 110 001, with the request to upload the Corrigendum on the website of UIDAI.
2. The Under Secretary (CS-II), Department of Personnel and Training (DoP&T), Lok Nayak Bhawan, New Delhi, with the request to upload the Corrigendum on the website of DoP&T.
3. All Central Government Departments whose office(s)/headquarters are located at Guwahati.
4. Secretary, Department of Personnel & Training, Government of Assam/ Arunachal Pradesh/ Meghalaya/ Manipur/ Mizoram/ Nagaland/ Tripura/ Sikkim.
5. Notice Board, UIDAI, RO, Guwahati.

FILE No: - UIDAI/RO- GHY/ 07/2010/Vol-IV / 1435

भारत सरकार /Govt of India

इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी मंत्रालय/Ministry of Electronics & I.T(MeitY)  
भारतीय विशिष्ट पहचान प्राधिकरण Unique Identification Authority of India (UIDAI)

क्षेत्रीय कार्यालय, (असम, अरुणाचल प्रदेश, मिजोरम, मणिपुर, नागालैंड, मेघालय, सिक्किम और त्रिपुरा) गुवाहाटी  
Regional Office, (Assam, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Meghalaya, Sikkim and Tripura) Guwahati

ब्लॉक V, पहली मंजिल:: Block-V, 1<sup>st</sup> Floor

हाउस्फेद परिसर, दिसपुर, गुवाहाटी-781006

HOUSEFED Complex, Dispur, Guwahati -781006

Date/दिनांक: 12-09-2018

SUB: Vacancy circular for the posts of Section Officer (SO), and Assistant Accounts Officer (AAO) on deputation in UIDAI Regional Office, Guwahati:-reg

Unique Identification Authority of India (UIDAI), invites applications for filling up one post of Section Officer (SO), and one post of Assistant Accounts Officer. All are in the Pay Matrix Level-8 (pre-revised Pay Band II Rs. 9300-34800 plus Grade Pay of Rs. 4800/-), on deputation basis in its Regional Office, Guwahati, from amongst suitable and eligible officers. The eligibility criteria and qualifications for these posts are as follows:-

Name of the Post and pay scale with Grade Pay	Number of Vacant Posts	Eligibility Criteria	Desirable Qualifications/ Experience.
Section Officer, Pay Matrix Level-8(pre-revised Pay Band II Rs. 9300-34800/- plus Grade Pay of Rs. 4800/-)	01	Officers of the Central Government, State Government, Autonomous Bodies, PSUs:-  Holding analogous post in the same scale of pay on regular basis in the parent Department /Organization  <b>Or</b> With two years services in the grade rendered after appointment thereto on regular basis in posts in the pay matrix level-7 (pre revised pay band II) Rs 9300-34800 plus grade pay of Rs. 4600/-)or equivalent in the parent cadre/department.  <b>Or</b> Having six years in the grade rendered after appointment thereto on regular basis in posts in the Pay Matrix level-6(pre revised Pay Band II Rs. 9300-34800 plus grade pay of Rs. 4200/-) or equivalent in the parent cadre/department.	1.Two years experience in Finance /Accounts/ Administration/Legal / Establishment /Human Resource / Budgeting /Vigilance/Procurement / Planning and policy/ Technical Matters/ Implementation of Government schemes, etc  2. Excellent noting/drafting  3. Proficiency in handling computers with Excellent Computer skills.
Assistant Accounts Officer, Pay Matrix Level-8 (pre-revised Pay Band II	01 (Likely to fall vacant)	Officials of the Central Government, State Government, Autonomous Bodies, PSUs: (a) Holding analogous post on regular basis,	Knowledge of experience in work on Tally or other accounting software.

Rs. 9300-34800 plus Grade Pay of Rs. 4800/-)		<p style="text-align: center;"><b>OR</b></p> <p>With two year regular service in Level 7/PB 2 GP 4600/equivalent;</p> <p style="text-align: center;"><b>OR</b></p> <p>With five years regular service in Level 6/PB 2 GP 4200/equivalent.</p> <p>(b) Having passed SAS, SOGE or other similar examination conducted by accounts/ audit cadre;</p> <p style="text-align: center;"><b>OR</b></p> <p>Having successfully completed cash and accounts training conducted by ISTM;</p> <p style="text-align: center;"><b>OR</b></p> <p>Having professional degree of CA or ICWA.</p> <p>(c) Five year experience in finance, accounts and budget related matters.</p>	
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## 2. **Period and other terms and conditions of deputation:**

The initial period of deputation shall be for three years extendable by a further period of two years as per Department of Personnel & Training O.M.No.6/8/2009-Estt. (Pay-II) dated 17.06.2010. The terms and conditions of deputation will be governed by the DoP&T's aforementioned O.M. of 17.6.2010 and Government of India's instructions issued from time to time on the subject.

### **Age Limit**

The maximum age limit for appointment on deputation shall not exceed 56 years as on the closing date of receipt of application.

### **Eligibility for Government Accommodation.**

As per the ongoing arrangement (further continuity of which is subject to approval of Ministry of Urban Development), the officers appointed in the UIDAI will be eligible for General Pool Residential Accommodation at par with Central Government employees.

**3.** Eligible and willing candidate may apply through proper channel in prescribed format - **Annexure I**. Cadre authorities/Head of Departments are requested to forward applications of eligible and willing candidates whose services can be spared on deputation immediately on their selection. The applications of only such officers would be considered that are routed through proper channel and are accompanied by following documents:

- Application in prescribed proforma - **Annexure I**
- Cadre Clearance Certificate from the Controlling Authority
- Statement giving detail of Major/Minor penalties, imposed upon the Officer, if any, during the last ten (10) years **Annexure II**
- Vigilance Clearance/Integrity Certificate (**Annexure II**)
- Photocopies of the ACRs/APARs for the last five (5) years duly attested on each page by an officer not below the level of Under Secretary or equivalent (**Annexure II**).

4. While forwarding the application it may also be verified and certified by the cadre controlling authority that the particulars furnished by the applicant are correct **(Annexure II)**.

5. The applications of suitable and eligible officers complete in all respect, in the Prescribed format (Annexure-I), along with documents listed in para 3 and 4 above may be forwarded to **The Assistant Director General, Unique Identification Authority of India (UIDAI), Regional Office, 1<sup>st</sup> Floor Block-V, HOUSEFED COMPLEX, Beltola-Basistha Road, PO, Assam Sachibalaya Dispur, Guwahati-781006. The last date for receipt of applications complete in all respect is 30-11-2018.** Candidates who apply for the post will not be allowed to withdraw their candidature subsequently. Since these vacancies are to be filled up on deputation basis, private candidates are not eligible.

6. Applications received after the last date or otherwise found incomplete shall not be entertained.

7. UIDAI reserves the right to withdraw the vacancy circular at any time without assigning any reasons.



(Piyush Chetiya)  
Assistant Director General  
Tel: 0361-2228081

To,

1. The Assistant Director General (HR.), Unique Identification Authority of India, Ministry of Electronics and Information Technology (MeitY), Aadhaar Building, 4<sup>th</sup> Floor, Behind Kali Mandir, Gole Market, New Delhi-110001 with the request to upload the enclosed vacancy circular on the UIDAI's website.
2. The Under Secretary (CS-II), CS Division, Deptt of Personnel & Training, Lok Nayak Bhavan, New Delhi- with the request to upload the enclosed vacancy circular on the DoP&T's website.
3. All central Government Departments whose office/headquarters located at Guwahati.
4. Secretary, Department of Personnel & Training, Government of Assam/ Meghalaya/ Manipur/Mizoram/Nagaland/Arunachal Pradesh/ Tripura /Sikkim.
5. Notice Board, UIDAI, RO, Guwahati.

## Annexure-I

**APPLICATION FOR THE POST OF SECTION OFFICER/ASSISTANT ACCOUNTS OFFICER IN RO, UIDAI, GUWAHATI**  
(Since this vacancy is to be filled up on deputation basis, private candidates are not eligible)

1	Name						
2	Date of Birth						
3	Present Post						
4	Date from which the present post is held on regular basis						
6	Service						
7	Parent Cadre						
8	Date of joining Service						
9	Pay Matrix of the present post						
10	Basic Pay drawn						
11	Old pay Scale-Grade Pay						
12	Whether the eligible criteria prescribed for the post are satisfied						
13	Mobile/Office/Residence Number				Mobile:		
					Office:		
					Res:		
14	Educational / Professional Qualification (Please mention Graduation level and above)						
	Sl.No	Qualification	Subject	Year Division	Institution/University Place/Country		
15	Details of Experience/employment (please attach a separate sheet, if required)						
	Sl no	Office	Post held	From	To	Pay Band along with Grade pay	
16	Date of retirement under Central Governments rule						
17	Training(s) undergone						

Paste Your recent passport size photographs

Certified that information furnished above by me is correct in all respect to the best of my knowledge & belief.

Date & Place

(Signature of the Candidate)

To be filled up by the cadre controlling authority

Office of .....

F.No.....

Date:.....

1. The applicant, if selected, will be relieved immediately
2. Certified that the particulars furnished by the officer have been checked from available records and found correct.
3. Certified that the applicant is eligible for the post applied as per conditions mentioned in the circular/advertisement.
4. Integrity of the applicant is certified as 'Beyond Doubt'.
5. No Vigilance case is pending/contemplated against the Officer
6. It is certified that no penalty has been imposed on the applicant during the last 10 years (Alternatively, penalty statement during the last 10 years may be enclosed).
7. Attested photocopies of up-to-date ACRs/APARs for the last 5 years are enclosed. Photocopies of ACRs/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: