

**IMMEDIATE**

No. A-12026/1/2009-Admn.(HE)  
Government of India  
Office of the Development Commissioner  
(Micro Small and Medium Enterprise)  
Nirman Bhawan  
New Delhi

Dated: 24.12.2010

To

Director General,  
Room No. 839,  
Directorate of Advertising & Visual Publicity,  
Soochana Bhawan,  
CGO Complex, Lodhi Road,  
New Delhi-110003.

Subject: **Advertisement for the posts of Sr. Accountant in the Office of DC(MSME).**

Sir,

I am to forward herewith five copies of complete advertisement text for three posts of Sr. Accountant in the Office of Development Commissioner (Micro Small and Medium Enterprises). You are requested to arrange its publication in Employment News at the earliest. When published, this office may please be intimated of the same.

Yours faithfully,

Encl: As above.

(Sarita Puri)  
Deputy Director (Admn.)  
Tel: 23061284

Copy to :-

Advertising Wing,  
DAVP, Soochana Bhawan,  
New Delhi

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**FILLING UP THREE POSTS OF SENIOR ACCOUNTANT IN PAY BAND-2**  
**Rs.9300-34800/- (GRADE PAY – Rs.4200/-) ON DEPUTATION BASIS**

Applications are invited for filling up three posts of Sr. Accountant in the Office of Development Commissioner (Micro Small and Medium Enterprises) at New Delhi.

2. The conditions of eligibility and job description for the post are given in the **Annexure**. Applications may be sent in the prescribed Performa to the Deputy Director (Admn.) (HE), Office of the Development Commissioner (Micro Small and Medium Enterprises ), 7<sup>th</sup> Floor, Nirman Bhawan, New Delhi-110108, so as to reach within 45 days. The application should be sent through proper channel and while forwarding the application, concerned Department should send attested copies of up-to-date ACRs of last 5 years of the applicant. Application which are received incomplete, directly or without ACRs or after the last date shall not be entertained. While forwarding the applications, it may be verified and certified that particulars furnished by the officials are correct and that no disciplinary case is pending or contemplated against the official.

**Annexure**

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|----|-----------------------|--|
| 1. | Name of the Post      | Senior Accountant  |
| 2. | Scale of Pay          | PB-2 Rs.9300-34800/- (Grade Pay – Rs.4200/-)<br>The selected candidate would be entitled to draw pay in accordance with the instructions contained in the Ministry of Finance, Deptt. of Expenditure O.M. No. F-1(11)/E.III(B)/75 dated 7.11.1985 as amended from time to time.  |
| 3. | Method of Recruitment | Transfer on deputation/absorption.<br><br>(a) (1) Holding analogous posts on regular basis<br>OR<br>(2) With ten years regular service in the pay scale of Rs.4000-6000/- (Pre-revised).<br>OR<br>Six years regular service in the pay scale of Rs.4500-7000/- (Pre-revised).<br>OR<br>Officers with 3 years regular service in the pay scale of Rs.5000-8000/- (Pre-revised).<br><br>(b) who have undergone in Cash & Accounts Training from ISTM or equivalent and possess 3 years experience of cash, accounts and budget work;<br>OR<br>A pass in the SAS or equivalent examination conducted by any of the organized Accounts Deptt. of Central Government.<br><br>The maximum age limit for appointment by transfer on deputation/absorption shall be 56 years as on closing date of receipt of application. |

The applications of eligible candidates who are willing to be considered for the post of Senior Accountant may be forwarded to the undersigned in the Performa enclosed, along with attested copies of up-to-date ACRs for the last five years and vigilance clearance within 45 days from the date of publication of this notice.

( Sarita Puri )  
Deputy Director (Admn.)