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GOVERNMENT OF INDIA
Ministry of Communications
Department of Telecommunications
The Office of the Principal Controller of Communication Accounts
Tamil Nadu Circle, Chennai – 600028



No.PCCA/TN/ADMN/DEPUTATION/GR.B(Non-Gazetted)&Gr.C/22-23/

Dated: 29 Feb 2024

CIRCULAR

To

All Ministries/Departments of Govt. of India

Sub: **Deputation in various cadres in the O/o Principal CCA, Tamil Nadu Circle, Chennai**

Enclosed herewith kindly find a copy of the notification for filling up vacant posts in different cadres on deputation basis in the office of Pr.CCA, Tamil Nadu Circle, Chennai for information and further necessary action at your end.

Encl:As above

Joint Controller of Communication Accounts(Admn),

Copy forwarded for information and necessary action to:

1. All Pr. CCA/CCA/Jt.CCA. with request to provide this notification wide publicity in respective Circles
2. All CGM, BSNL, TN Circle/Chennai Telephones/STR/STP
3. Director General, NICF, Ghitori, New Delhi-110047
4. DDG(PA&F), DoP, Dak Bhavan, New Delhi-110001
5. Director(SEA), DoT, Sanchar Bhavan, New Delhi-110001
6. Dy.CGCA(Admn), O/o CGCA, DoT, NICF Campus, Ghitori, New Delhi-110047
7. ADG(PA-Admn), DoP, Dak Bhavan, New Delhi-110001
8. The Controller & Auditor General, Bahadur Shah Zafar Marg, New Delhi
9. The Controller General of Accounts, Lok Nayak Bhavan, Khan Market, New Delhi
10. The Deputy Director(Advertising), DAVP, PTI Building, Sansad Marg, New Delhi
11. The Editor, Employment News (Publication Division), Ministry of I&B, East Block-IV, Level-5, R.K. Puram, New Delhi-110066
12. The Principal Accountant General (A&E), Anna Salai, Teynampet, Chennai-18
13. FA & CAO, Southern Railways, Chennai-3
14. Principal Director of Audit, Southern Railways, Chennai-3
15. Director of Audit, P& T, Ethiraj Salai, Chennai-8
16. Chief Commissioner of Income Tax, Aayakar Bhavan, Nungambakkam High Road, Chennai-34
17. Directorate General of Shipping, BETA Building, 9th Floor, I-Thik Techno Campus, Kanjurmarg(East), Mumbai-400042
18. Department of Personnel(Deputation), Air Headquarters, Hay Bhawan, Rafi Marg, New Delhi-110001
19. Director General, Border Roads Organization, Ring Road, Delhi Cantt, New Delhi-110010



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Sub: **FILLING UP OF THE POST OF SR.ACCOUNTANT (GROUP 'B' NON-GAZETTED), PERSONAL ASSISTANT (GROUP 'B' NON-GAZETTED), JR. ACCOUNTANT (GROUP 'C'), LDC (GROUP 'C'), MTS (GROUP 'C') ON DEPUTATION BASIS IN THE OFFICE OF THE PRINCIPAL CONTROLLER OF COMMUNICATION ACCOUNTS, TAMIL NADU CIRCLE, CHENNAI**

The Office of the Principal Controller of Communication Accounts, Tamil Nadu Circle which comes under the Department of Telecommunications, Ministry of Communications invites applications from willing and eligible candidates belonging to various Ministries/ Departments of Government of India/ State Govt./ Autonomous Bodies/Public Sector Undertakings for filling up the vacancies for the post of Senior Accountants (Group 'B' Non-Gazetted) /Junior Accountants (Group 'C') / Lower Division Clerks (Group 'C')/ MTS (Group 'C') on deputation basis.

Name of the Post	Pay Matrix Level (7 th CPC)	No. of posts likely to be filled	Place of posting
Senior Accountant (Group 'B' Non-Gazetted)	LEVEL 6 (35400-112400)	12	Chennai
Junior Accountant (Group 'C')	LEVEL 5 (29200-92300)	11	
Personal Assistant (Group 'B' Non-Gazetted)	LEVEL 6 (35400-112400)	01	
Lower Division Clerk (Group 'C')	LEVEL 2 (19900-63200)	13	
Multi-Tasking Staff(Group 'C')	LEVEL 1(18000-56900)	6	

The above vacancies are subject to change as per the requirements of this office. The period of deputation will initially be for two years and the period is likely to be extended further depending upon the administrative convenience and needs. The eligibility conditions are given in Annexure-I. Please note that the persons holding posts with higher level in the pay matrix on regular basis, should not apply for these posts.

The terms and conditions of the deputation as stipulated in DOP&T OM No.6/8/2009-Estt. (Pay-II) dated 17-06-2010 and OM No.2/6/2016-Estt (Pay-II) dated 17-02-2016 are applicable. If the selected officials have been granted financial upgradation /MACP in their cadre, they will not be entitled to deputation duty allowance, but only the pay in upgraded/MACP scale.

Applications of willing and eligible permanent officials in the format given in Annexure-II, declaration in Annexure-III may be duly recommended by the Head of the Office/ Department as per Annexure-IV together with attested copies of the APAR for the last 3 years, integrity certificate and Vigilance Clearance certificate may be sent to the undersigned on or before **15 Apr 2024**.

Encl.: Annexure-I,II,III&IV

Joint Controller of Communication Accounts(Admn)

PARTICULARS AND ELIGIBILITY FOR DEPUTATION TO THE POST OF SR.ACCOUNTANT (GROUP 'B' NON-GAZETTED), PERSONAL ASSISTANT (GROUP 'B' NON-GAZETTED), JR. ACCOUNTANT (GROUP 'C'), LDC (GROUP 'C'), MTS (GROUP 'C') ON DEPUTATION BASIS IN THE OFFICE OF THE PRINCIPAL CONTROLLER OF COMMUNICATION ACCOUNTS, TAMIL NADU CIRCLE, CHENNAI

1.	NAME OF THE POSTS	:	SENIOR ACCOUNTANT – GROUP 'B' (NON-GAZETTED) JUNIOR ACCOUNTANT – GROUP 'C' PERSONAL ASSISTANT – GROUP 'B' (NON-GAZETTED) LOWER DIVISION CLERK - GROUP 'C' MULTI-TASKING STAFF – GROUP 'C'
2.	SCALE OF PAY	:	
	SR.ACCOUNTANT	:	LEVEL 6 (35400-112400)
	JR. ACCOUNTANT	:	LEVEL 5 (29200-92300)
	PERSONAL ASSISTANT	:	LEVEL 6 (35400-112400)
	LDC	:	LEVEL 2 (19900-63200)
	MTS	:	LEVEL 1 (18000-56900)
3.	ELIGIBILITY	:	
	SR. ACCOUNTANT	:	Officials holding analogous posts in Central/ State Govt. Depts/ Ministries/Autonomous Bodies/PSUs on regular basis, or JA/Auditors who have rendered not less three years of regular service in the grade.
	JR. ACCOUNTANT	:	Officials holding analogous posts in Central/ State Govt. Depts/ Ministries/ Autonomous Bodies/PSUs on regular basis or LDC with 8 years of regular service or UDCs with 3 years of regular service and having overall good performance.
	PERSONAL ASSISTANT	:	Officials holding analogous posts in Central/ State Govt. Depts/ Ministries/ Autonomous Bodies/PSUs with proficiency in Short hand, Typing & Computer with three years of regular service and having overall good performance.
	LDC	:	Officials holding analogous posts in Central/ State Govt. Depts/ Ministries/Autonomous Bodies/PSUs and having overall good performance.
	MTS	:	Officials holding analogous posts in Central/ State Govt. Depts/ Ministries/Autonomous Bodies/PSUs and having overall good performance.
4.	DURATION	:	Initially for a period of 2 years and extendable further depending upon the administrative convenience and requirements.
5.	AGE	:	The maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of the receipt of application.
6.	KNOWLEDGE OF COMPUTERS	:	The applicant to all of the above posts should have basic working knowledge of computers in all the modules of MS office and also the knowledge of internet to send/receive e-mails & use search engine.

APPLICATION FOR THE POST OF _____

1.	NAME	:	
2.	DATE OF BIRTH	:	
3.	EDUCATIONAL QUALIFICATIONS	:	
4.	COMPUTER KNOWLEDGE	:	
5.	WHETHER BELONGS TO SC/ST	:	
6.	DATE OF ENTRY INTO GOVT. SERVICE	:	
7.	POST HELD AT PRESENT	:	
8.	DATE FROM WHICH PRESENT POST IS HELD	:	
9. (a)	NATURE OF APPOINTMENT IN THE PRESENT POST (WHETHER REGULAR/AD-HOC)	:	
(b)	ADDITIONAL DETAILS ABOUT YOUR PRESENT EMPLOYMENT PLEASE STATE WHETHER WORKING UNDER a) CENTRAL GOVT b) STATE GOV c) AUTONOMOUS BODIES d) CENTRAL PUBLIC SECTOR UNDERTAKING e) STATE PUBLIC SECTOR UNDERTAKING	:	
10.	BASIC PAY INDICATING LEVEL AS PER 7 TH CPC	:	
11. (a)	WHETHER PAY DRAWN MENTIONED IN COL.10 IS ON REGULAR/ADHOC/MACP BASIS	:	
(b)	IF MACP GRANTED, MENTION MACP SCALE OF PAY	:	
12.	NATURE OF DUTIES PERFORMED IN BRIEF	:	
13.	WHETHER SERVED EARLIER IN THE DEPTT. OF TELECOM ON DEPUTATION BASIS AND IF YES, THE PERIOD OF DEPUTATION AND NAME OF CIRCLE/STATION WHERE SERVED	:	
14.	REMARKS	:	

SIGNATURE OF THE APPLICANT

PLACE:
DATE:

DECLARATION

1. I hereby declare that my posting as _____ in the O/o Pr.CCA, Tamil Nadu Circle, Department of Telecommunications, Chennai is purely on temporary basis and shall not have any right to claim for seniority in the said post in respect of services rendered by me on deputation basis.

2. I am not entitled for absorption as _____ in the Department of Telecommunications and therefore will not resort to lay any claim for the same.

3. I am liable to be repatriated to my parent department/organization for any inaccuracies in the details noted above or for contravention of any provision in the rules/ orders governing deputation.

Place:

Date:

Signature of the official

Countersigned

Signature of the
Controlling Officer with seal

**CERTIFICATE TO BE RECORDED BY THE HEAD OF OFFICE/DEPARTMENT
WHILE FORWARDING THE APPLICATION**

1. Certified that the particulars given by the applicant are true and have been verified from the office record.
2. The applicant, if selected, will be relieved immediately.
3. Attested copies of APARs for the last three years are enclosed.
4. It is certified that no vigilance case is pending or contemplated against the official. There is nothing against the candidate which makes the official ineligible for consideration for appointment to the post applied for.
5. No Major/Minor penalty is in force or current against the official.
6. It is certified that the integrity of the official is beyond doubt.

**Signature of the Head of the Office/
Department with official seal and Telephone No.**