

Government of India
Ministry of Home affairs
Directorate General, Sashastra Seema Bal
East Block-V, R.K. Puram, New Delhi-110066

No.1/SSB/Pers-V/Dep-In/2014(88)/9849-9947 Dated the, 07th August 2015.

VACANCY CIRCULAR

Applications are invited in the prescribed proforma from eligible Officers/Officials for filling up the 10 (ten) posts of Accountant in SSB on deputation basis, as per eligibility criteria given as under:-

S/No	Post and Pay Scale.	Eligibility criteria
1.	Post:- Accountant Pay Scale :- 5500-175-9000 (Pre-revised)	<p>(A) Officers of the State/Central Government:-</p> <p>1. (i) Holding analogous post of Assistant in Sashastra Seema Bal or analogous post on regular basis; or (ii) Upper Division Clerks of Sashastra Seema Bal with ten years regular service in the grade; and 2. who have undergone training in Cash and Accounts work in the Institute of Secretarial Training and Management or equivalent and possess three years experience of cash accounts and budget works; failing which</p> <p>(B) Officers under Central Government:-</p> <p>1. (i) holding the analogous post on regular basis; or (ii) with three years regular service in the pay scale of Rs.5000-150-8000 (Pre-revised) or equivalent; or (iii) with ten years regular service in the pay scale of Rs.4000-100-6000 (Pre-revised) or equivalent; and 2. who have undergone training in Cash and Account work in the Institute of Secretarial Training and Management or equivalent and possess three years experience of cash accounts and budget work or a pass in the Subordinate Accounts Service or equivalent Examination conducted by the Organised Accounts Department of the Central Government.</p>

Note-1: The Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same organization or department shall ordinarily not exceed three years.

Note-2: The maximum age limit for appointment by deputation including short-term contract shall be not exceeding fifty six years as on the closing date of receipt of application.

Note-3: Preference will be given to the Subordinate Accounts Service qualified persons for deputation/absorption.

Officers/Officials who are volunteer for the above posts will not be permitted to withdraw their names after selection. Recommendations of names, which are not accompanied by the requisite bio-data and CR dossiers, will not be considered.

Applications of suitable Officers/Officials, who are eligible and willing and who can be spared immediately on selection, may please be forwarded in Annexure-I, in duplicate, along with attested photo-copies of ACR/APAR dossiers for the last five years, to the Assistant Director (Pers-V), East Block-V, R.K.Puram, New Delhi-110066 within 60 days from the date of publication of this advertisement in the 'Employment News'.

May also visit our website www.ssb.nic.in

List of Enclosures to be accompanied with the Application.

1. Application in prescribed format, Annexure-I duly completed, signed by the candidate and countersigned by the cadre/Appointing authority.
2. Attested copies of ACRs/APARs for the last five years duly signed by an officer not below the rank of Under Secretary or equivalent.
3. Integrity Certificate.
4. DE/Vigilance Certificate.
5. No major or minor penalty certificate for last 10 years of service.
6. A certificate to the effect that the particulars furnished by the candidate have been verified and found correct as per service record.

Encl: As above.


(P.C. Chintala)

Assistant Director (Pers-V)

To

1. All Ministries/Departments under the Government of India.
2. The Director Intelligence Bureau, North Block, New Delhi.
3. The Director General, BSF, CGO Complex, Lodhi Road, New Delhi.
4. The Director General, CRPF, CGO Complex, Lodhi Road, New Delhi.
5. The Director General, ITBP, CGO Complex, Lodhi Road, New Delhi.
6. The Director General, CISF, CGO Complex, Lodhi Road, New Delhi.
7. The Director General, CISF, Assam Rifle, Shillong.
8. The Director General, Railway Protection Force, Rail Bhawan, New Delhi.
9. The DGP/IGP of all State/Union Territories Administration.
10. The Pay & Accounts Officer, O/O Director of Accounts, East Block-IX, Level-V, R.K. Puram, New Delhi-66.
11. Section Officer, IT Cell, MHA, North Block, New Delhi- for display on the enclosed papers in MHA Website.

Bio-Data Proforma

1. Post applied for
2. Name and address(in block letter)
3. Date of birth (in Christian era)
4. Date of retirement under Central/State Government rules
5. Educational Qualifications
6. Experience
7. Please state clearly whether in the light of entries made by you above, you meet the requirement of the post.
8. Details of employment, in chronological order. (Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient).

Name of Organisation/ Office	Post held	From	To	Pay Band + Grade Pay & Last Pay	Nature of duties

9. Name of present employment, i.e. whether ad-hoc or temporary or permanent.
10. 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.
11. Whether belongs to SC/ST/OBC
12. Remarks

Date:
Tele. No. & Residential address

Signature of the candidate

Certificate to be given by the Head of Office/Employer of the applicant

1. It is certified that the particulars furnished by the Officer/Official are correct.
2. It is certified that no disciplinary/vigilance case is pending or contemplated against the applicant and he is clear from the vigilance angle.
3. His integrity is certified.
4. It is certified that no major or minor penalties have been imposed on the officer during the last 10 years.

Head of Office/Employer