

**GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)**

ISSUED ON 09/11/2021

**GENERAL MANAGERS
ALL RAILWAYS/NEW ZONES/PRODUCTION UNITS**

**DIRECTOR GENERAL'S/DIRECTORS
ALL RAILWAY TRAINING INSTITUTES**

NO: 2021/E(O)II/4/33

VACANCY NOTICE NO. 62/2021

ORGANIZATION	:	DEFENCE RESEARCH & DEVELOPMENT ORGANISATION (DRDO)
TITLE & NO.OF POSTS	:	SENIOR ACCOUNTS OFFICER- 11 POSTS
LOCATION, SERVICE, TERM OF APPOINTMENT, AGE, SCALE OF PAY, QUALIFICATION, ELIGIBILITY ETC.	:	AS PER ANNEXURE
WEB ADDRESS	:	www.indianrailways.gov.in\railwayboard, then click for IR personnel and then vacancy circulars
CLOSING DATE	:	30 DAYS FROM DATE OF ISSUE

SEND NAMES OF VOLUNTEERS WITH BIO-DATA INDICATING PREVIOUS POSTINGS TOGETHER WITH A STATEMENT GIVING DETAILS OF PREVIOUS DEPUTATION, IF ANY, IN CENTRAL PSUs DULY SIGNED BY THE APPLICANT VIGILANCE/DAR CLEARANCE AND CRS TO E(O)II/RAILWAY BOARD(.) APPLICATIONS RECEIVED WITHOUT STATEMENT WILL NOT BE ENTERTAINED AT ALL(.) ADVISE ALL ELIGIBLE SC/ST OFFICERS ALSO (.) RAILWAYS(.)

DA: ANNEXURE


**ROSHAN KUMARI MEENA
UNDER SECRETARY/D/RAILWAY BOARD**

NO: 2021/E(O)II/4/33

New Delhi. Dated 09/11/2021

Copy to:-

1. General Managers, Central, Eastern, Northern, North Eastern, North East Frontier, Southern, South Central, South Eastern, Western Railways, Metro Rail, Kolkata, N.W. Railway, Jaipur, E.C. Railway, Hajipur, North Central Railway/Allahabad, South Western Railway/Bangalore, East Coast Railway/Bhubaneswar, West Central Railway/Jabalpur, SEC Rly., Bilaspur.
2. General Managers, CLW/Chittaranjan, DLW/Varanasi, ICF/Perambur, RCF/Kapurthala, W&AP/Bangalore and RE. Allahabad.
3. DG/RDSO, Lucknow and IRCAMTECH, Area Officer, Maharajpur, Gwalior.
4. CAO(R)s, COFMOW/New Delhi, DCW/Patiala, MTP(R), Mumbai, Delhi and Chennai.
5. DG/RSC, Vadodara/Directors, IRIMEE, Jamalpur/IRICEN, Pune and IRASET, Secundrabad/IRIEE, P.B. No. 33, Nasik Road, Maharashtra, Director, Indian Railways Institute of Transport Management (IRITM), Hardoi Bypass Road, P.O. Manak Nagar, Lucknow-226011.
6. All officers/Railway Board (by email).
7. G. Branch for display on Notice Board.
8. Secy. General, FROA, Room No.256-A, Rail Bhavan
9. Secy. General, IRPOF, Room No. 268, Rail Bhavan.
10. Secy. General, IRCA, DRM's Office, Accounts Bldg., Chelmsford Rd. New Delhi.
11. Deputy Director (Pers-AA-1)/DRDO, Defence Research & Development Organisation,226, DRDO Bhavan, Rajaji Marg, New Delhi-110105.
12. OSD/MR, EDPG/MR, PS/MOSR(D), PS/MOSR(J), JS(CP), JS(G), JS(E), US(C), ERB-I and E(O)I Branches, Railway Board.
13. Chief Commissioner of Railway Safety, Lucknow ,Adviser (Safety)/Railway Board.
14. Dy. Director General (Rail Move), Milrail, Addl. Dte General of Movement, Integrated HQs of MoD(Army) Room No-514 B, D-1 Wing, Sena Bhawan New Delhi-110011


**ROSHAN KUMARI MEENA
UNDER SECRETARY/D/RAILWAY BOARD**

Certification by the Employer/Cadre Controlling Authority

The information/details provided in the above application by the applicant are true and correct as per the facts available on records. He/She possesses educational qualifications and experience mentioned in the vacancy circular. If selected, he/she will be relieved immediately.

2. Also certified that: -

(a) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt./Ms. _____.

(b) His/Her integrity is certified.

(c) His/Her CR Dossier in original is enclosed/photocopies of the APARs for the last 5 years (2014-15 to 2019-20) duly attested by an officer of the rank of Under Secretary of the Govt of India or above are enclosed.

(d) No major/minor penalty has been imposed on him/her during the last 10 years **OR** A list of major/minor penalties imposed on him/her during the last 10 years is enclosed. (As the case may be)

Countersigned

(Employer/Cadre Controlling Authority with Seal)

SENIOR ACCOUNTS OFFICER GRADE-II

- (a) Name of Posts : 11(Eleven) (subject to change)
- (b) Location : Agra, Leh, Hyderabad, Bengaluru, Ambernath,
(subject to change)
- (c) Pay Level : Pay Level 10

QUALITATIVE REQUIREMENTS:

Officers of the Central Government:

- (a) (i) holding analogous posts on a regular basis in the parent cadre or department;

or

- (ii) With two years service in the grade rendered after appointment thereto on regular basis in the scale of pay of Rs. 7500-12000 (5th CPC)/PB-2, GP- 4600(6th CPC) or equivalent in the parent cadre or department;

or

- (iii) with three years service in the grade rendered after appointment thereto on regular basis in the pay scale of Rs. 7450-11500 (5th CPC)/PB-2, GP- 4600(6th CPC) or equivalent in the parent cadre or department; and,

- (b) possessing atleast five years experience in Accounts matter.

Note :1 The Departmental Officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationst shall not be eligible for consideration for appointment by promotion.

Note : 2 Period of deputation including period of deputation in another ex-cadre post held immediately preceding, this appointment in the same or some other Organisation/Department of the Central Government shall ordinarily not exceed three years. The maximum age-limit for appointment on deputation shall not exceed fifty six years as on the closing date of receipt of applications.

JOB DESCRIPTION OF SENIOR ACCOUNTS OFFICER GRADE-II

- (i) To look after all matters relating to Accounts and Purchases.
- (ii) Budget forecasting and control and monitoring of expenditure.
- (iii) To ensure proper control and supervision on matters relating to pay & allowances, preparation of bills, project costing and expenditure etc.
- (iv) Dealing with Audit Objections at various levels,
- (v) Any other job assigned by the Headquarters/Head of the Establishment / Laboratory or Chief Accounts Officer from time to time.