

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL  
(ECONOMIC & REVENUE SECTOR AUDIT) WEST BENGAL  
CGO COMPLEX, 5<sup>TH</sup> FLOOR, 3<sup>RD</sup> M.S.O. BUILDING  
DF BLOCK, SECTOR -I, SALT LAKE, KOLKATA - 700064

N.S. No. Admn. I/6-2/Deptn/Central/XX/694

Dated: 18.03.2020

Please find overleaf letter no. Au/Admn.III/15-24/EDP/Vol. V dated 13.03.2020 received from Office of the Accountant General (G&SSA), Kerala, Thiruvananthapuram regarding "Deputation for the post of Data Entry Operator Grade F in Office of the Accountant General (G&SSA), Kerala, Thiruvananthapuram."

The recommendations alongwith bio-data should reach the undersigned under confidential cover to Admn-I Section by 27.03.2020.

While recommending the name(s) of candidate(s), criteria/guidelines detailed in the aforesaid letters may be given due consideration.

*Shahabuddin*  
18/03/2020  
Sr. Audit Officer (Admn. I)

Copy to:

1. Secretary to the Pr. Accountant General (E&RSA), WB
2. Steno Gr. I and Gr. II to all Group Officers
3. Sr. Audit Officer / ESA-I (C)
4. Sr. Audit Officer / RSA (HQ)
5. Sr. Audit Officer / ESA - II (C)
6. Sr. Audit Officer /Admn. I & EDP SC
7. Sr. Audit Officer /Admn. II , III , CC & ITA
8. Sr. Audit Officer / Record & Hindi Cell
9. Assistant Audit Officer/Admn-I (For transmission through e-mail)
10. Assistant Audit Officer/EDP (For website/OPTIMA updation)
11. Hindi Cell for Hindi translation
12. Notice Board

**DEPUTATION NOTICE No. 99**

Applications are invited for filling up the following EDP posts by transfer on deputation basis from among the eligible officials of the offices of IA&AD.

Sl. No	Name of the post	Level in Pay Matrix.	No. of posts
1.	<b>Data Entry Operator Grade F</b>	Level- 8 (Rs.47600-151100)	Two
<b>Eligibility</b> 1. Officers holding analogous posts on regular basis; or 2. Two years' service in the grade rendered after appointment thereto on a regular basis in Level- 7 in Pay Matrix (Rs.44900-142400) or equivalent in the parent cadre or department; and			
<b>Educational Qualification and Experience</b> 1. Master's Degree in Computer Applications/ Information Technology/ Computer Science from a recognized University/ Institute; or BE/B Tech in Computer Engineering/Computer Science/Computer Technology/Computer Science and Engineering/Information Technology from a recognized University/Institute. 2. Two years experience of Programming/Information System in a Government Office/Public Sector Undertaking/Autonomous Body/Statutory Body or in any recognized institution.			
Sl. No	Name of the post	Level in Pay Matrix.	No. of posts
2.	<b>Data Entry Operator Grade E</b>	Level- 7 (Rs.44900-142400)	Three
<b>Eligibility</b> 1. Officers holding analogous posts on regular basis; or 2. Five years' service in the grade rendered after appointment thereto on a regular basis in Level- 6 in Pay Matrix (Rs.35400-112400) or equivalent in the parent cadre or department;			
<b>Educational Qualification</b> Master's Degree in Computer Applications/ Information Technology/ Computer Science from a recognized University/ Institute; or BE/B Tech in Computer Engineering/Computer Science/Computer Technology/Computer Science and Engineering/Information Technology from a recognized University/ Institute.			

The term of deputation will be initially for one year. Maximum age limit shall be "not exceeding fifty six years" as on the closing date of receipt of applications.

Further while forwarding the applications from respective offices, the following documents/certificates should be furnished.

Certificates to the effect that:

- Particulars given in the applications are correct.
- No vigilance/disciplinary case is pending against the applicant.
- In case of selection, the applicant will be relieved for taking up this assignment.

It is requested to forward the applications of interested officials who fulfill the above criteria, in the prescribed proforma (enclosed) with recommendation latest by 03.04.2020.

All IA&AD Offices as per mailing list

Senior Audit Officer / Admn.