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कर्मचारी भविष्य निधि संगठन
Employees Provident Fund Organisation
(श्रम एवं रोजगार मंत्रालय भारत सरकार)
(Ministry of Labour and Employment, Govt of India)



मुख्य कार्यालय /HEAD OFFICE

भविष्य निधि भवन/BHAVISHYANIDHI BHAWAN

14 भीकाएजी कामा प्लेस नई दिल्ली /14 BHIKAJI CAMA PLACE, NEW DELHI-110066

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No. HRM-VII/1(22)/Audit/2020 /E-26551

11236

Date: 08 SEP 2021

OFFICE MEMORANDUM**Subject: Filling up of the posts by appointment on deputation basis.**

Applications are invited from the eligible candidates to fill up the following posts in various offices of the Employees' Provident Fund Organization on deputation basis:

A. Post available in Audit Directorate.

Sl. No.	Name of the Post	Scale of Pay	No. of vacant Posts	Location of the Headquarters for these posts.
01	Dy. Director(Audit)	Level-11 of the Pay matrix (PB-3 Rs.15600-39100 with GP Rs.6600/-(pre-revised)	13	Ranchi-1 Delhi-1 Ahmedabad-1 Goa-1 Trivendrum-1 Chennai-1 Indore-1 Mumbai-1 Jaipur-1 Hyderabad-1 Kanpur-1 Kolkata-1 Jalpaigur-1
02.	Assistant Director (Audit)	Level-10 of the Pay matrix (PB-3 Rs.15600-39100 with GP Rs. 5400/-(pre-revised)	25	Bangalore-2 Ranchi--1 Chennai-2 Delhi-2 Ahmedabad-1 Goa-2 Indore-2 Mumbai-2 Chandigarh-2 Jaipur -1 Hyderabad-2 Kanpur-2 Kolkata-2 Jalpaiguri-2

03.	Assistant Audit Officer	Level-7 of the Pay matrix (PB-2 Rs.9300-34800 GP Rs.4600/-(pre-revised)	26	Bangalore-3
				Ranchi-2
				Chennai-2
				Delhi-2
				Ahmedabad-1
				Goa-2
				Trivandrum-1
				Indore-2
				Mumbai-2
				Chandigarh-1
				Jaipur-2
				Hyderabad-2
				Kanpur-1
				Kolkata-2
Jalpaiguri-1				
04.	Auditor	Level-6 of the Pay matrix (PB-2 Rs.9300-34800 GP Rs.4200/-(pre-revised)	34	Bangalore-2
				Chennai-3
				Delhi-1
				Ahmedabad-2
				Goa-4
				Trivandrum -3
				Indore-4
				Mumbai-3
				Chandigarh-3
				Jaipur-1
				Hyderabad-1
				Kanpur-2
				Kolkata -2
				Jalpaiguri-3
Total:			98	

Note: EPFO holds the right to increase or decrease the vacancy as per requirement.

B- Eligibility conditions for the posts advertised at (A) :

(1) Deputy Director (Audit)

Officers of the Employees' Provident Fund Organisation/Central Government/State Government.

- (a) Having completed Graduation preferably B.Com.
- (b) Having passed the SAS examination conducted by the IA & AD or other Central / State Government Organization , Accounts/ Audit Department.
- (c)
 - (i) Holding analogous posts on regular basis ; or
 - (ii) With 5 years of regular Service in posts in the Level-10 of the Pay matrix [PB-3 Rs. 15600-39100 with GP Rs. 5400/- (pre-revised)] [Rs.8000-13500 (5th CPC)]; or
 - (iii) With 7 Years regular service in posts in the Level-8 of the Pay matrix [PB-2 Rs. 9300-34800 with GP Rs.4800/- (pre-revised)] [Rs. 7500-250-12000 (5th CPC)] or equivalent; or
 - (iv) With 8 years regular service in posts in the Level-6 of the Pay matrix [PB- 2 Rs. 9300-34800 with GP Rs. 4200/- (pre-revised)] [Rs. 6500-10500 (5th CPC)].
- (d) Possessing experience of dealing with Audit and Accounts and financial matter.

Note: Period of deputation/Contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same organization/Department of the Central Government shall ordinarily not exceed 3 years).

(2) Assistant Director (Audit)

- i) Officers of the Employees' Provident Fund Organisation/Central Government/State Government :
- ii) holding analogous posts on regular basis; or
- iii) with 03 years regular service in posts of Accounts Officer/Audit Officer in the Level-7 of the pay matrix [PB-2 Rs.9300-34800 with GP Rs. 4600 (pre-revised)] [Rs.7450-11500 (5th CPC)] or
- iv) with 05 years regular service in the posts of Assistant Accounts Officer/Assistant Audit Officer in the Level-6 of the pay matrix [PB-2 Rs. 9300-34800 with GP Rs. 4200/- (pre-revised)] [Rs.6500-10500 (5th CPC)]; or
- v) With 07 years regular service in the Level-6 of the pay matrix [PB-2 Rs. 9300-34800 with GP Rs. 4200/- (pre-revised)] [Rs. 5500-175-9000 (5th CPC)]; and
- vi) Possessing the experience in Accounts /Audit of Public Funds.

Note: - Period of deputation including the 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 4 years.

(3) Assistant Audit Officer

- i) Officers of the Employees' Provident Fund Organisation/Central Government/State Government :
- ii) holding analogous posts on regular basis; or
- iii) with 05 years regular service in posts in the Level-6 of the pay matrix [PB-2 Rs. 9300-34800 with GP Rs. 4200/- (pre-revised)] [Rs.5500-9000 (5th CPC)] or equivalent;
- iv) With 07 years regular service in the Level-6 of the pay matrix [PB-2 Rs. 9300-34800 with GP Rs.4200/- (pre-revised)] [(Rs.5000-8000 (5th CPC)]; and
- v) Possessing the experience in Accounts /Audit of Public Funds.

Note:- Period of deputation including the 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 4 years.

(4) Auditor

- i) Officers of the Employees' Provident Fund Organisation/Central Government/State Government :
- ii) holding analogous posts on regular basis; or
- iii) with 05 years regular service in the Level-5 of the pay matrix [PB-1 Rs. 5200-20200 with GP Rs. 2800/- (pre-revised)] [Rs.4500-7000 (5th CPC)] or equivalent ; and
- iv) Possessing the experience in Accounts /Audit of Public Funds.
(Working Knowledge in Computer preferred)

Note:- Period of deputation including the 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 4 years.

(C) General Conditions and terms of deputation in the Employees' Provident Fund Organisation

1. The Deputation will be governed as per the instructions issued by the Department of Personnel & Training from time to time and also as per the provisions of the Recruitment Rules of the respective cadre and the tenure of deputation will be initially for a period of three (03) years. The matter of pay and allowances will be governed strictly by the orders of the Central Government for such comparable posts. Preference will be given to the officers whose Pay and allowances are governed by the Central government rules including GPF Rules. The candidates should be holding the analogous post on substantive basis. The appointment in Employees Provident Fund Organization will be further subject to acceptance of the terms and conditions of appointment issued by the Employees Provident Fund Organization, if found necessary. **The maximum age limit of the applicant should not be exceeding 56 years as on the closing date of receipt of applications.**
2. In case the selected official seeks repatriation before completion of two years on deputation, no Transfer TA/DA will be paid on repatriation. Further, if any official seeks repatriation within one year or less, Transfer TA/DA already paid, if any is also liable to be recovered.
3. Willing and eligible officers may forward their applications neatly typed in the proforma given in **Annexure-I** and through proper channel in **hard copy only** and the application should reach the designated officer in HRM Division within **45 days** from the date of advertisement. A note shall also be added stating clearly how the candidate finds himself/herself suitable for the post.
4. The cadre controlling authority shall forward the application complete in all respect with requisite documents namely APARs, Vigilance Clearance, Integrity Certificate, list of penalty imposed, if any, during the last 10 years and Certificate of cadre controlling authority as given in **Annexure-II** within **45 days** from the date of publication of the advertisement.
5. The job of Dy. Director (Audit), Assistant Director(Audit), Assistant Audit Officer and Auditor requires extensive and continuous tours away from the headquarters for the purpose of conducting Audit of various Regional and Sub-Regional Offices.
6. The **hard copy** of the application **through proper channel only** should reach the EPFO, Head Office within 45 days from the date of publication of the advertisement **by name to Shri Paritosh Kumar, Regional Provident Fund Commissioner-I (HRM), Bhavishya Nidhi Bhawan, 14 Bhikaji Cama Place, NewDelhi-110066.**
7. Applications which are not received through proper channel and received after stipulated period will not be considered and will be rejected. The application should be accompanied with copies of APAR/ACR duly attested for the preceding five years and latest Vigilance Clearance, Integrity Certificate and list of major/minor penalty, imposed, if any during the last 10 years and Certificate to be issued by the cadre controlling authority in format given in Annexure-II. It is to be noted that mere possession of the qualification does not entitle a candidate for appointment for the aforesaid posts. The Employees' Provident Fund Organization reserves the right to reject any application without specifying any reason.


(Paritosh Kumar)

Regional P.F. Commissioner-I (HRM)

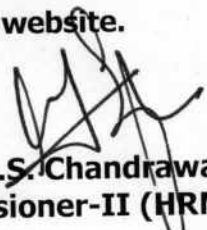
To:

1. All Chief Secretaries of all State Government / Union Territories.
2. The Secretary, Ministry of Information & Broadcasting, Govt. of India, New Delhi.
3. The Secretary, Department of Personnel & Training, Govt. of India, New Delhi.
4. The Secretary, Ministry of Communication, Patel Chowk, Sanchar Bhawan, New Delhi-110001.
5. The Secretary, Central Board of Excise & Customs, Department of Revenue, Ministry of Finance, Room No. 131, North Block, New Delhi.

6. The Secretary, Central Board of Direct Taxes, Department of Revenue, Ministry of Finance, Room No. 154-A, North Block, New Delhi.
7. The Director General, National Informatics Centre, CGO Complex, A Block, Lodhi Raod, New Delhi.
8. The Chairman, Telecom Commission-cum-Secretary, Sanchar Bhawan, New Delhi.
9. The Director General, Defence research & Development, South Block, New Delhi.
10. The Secretary, Department of Electronics, Electronic Niketan, 6, CGO Complex, New Delhi.
11. The Director, Ministry of Statistics & PI, Sardar Patel Bhawan, Parliament Street, New Delhi.
12. Director General, Central Statistical Organisation, Sardar Patel Bhawan, Sansad Marg, New Delhi.
13. The Registrar General, Census, man Singh Road, New Delhi.
14. The Chairman, railway Board, rail Bhawan, New Delhi.
15. The Secretary, Department of Science & Technology, Technology Bhawan, New Delhi Mehrauli Road, New Delhi.
16. The Director General, Defence Scientific Information & Documentation Centre, Metcalf House, Timarpur, New Delhi.
17. The Secretary, Planning Commission, Yojana Bhawan, Parliament Street, New Delhi-110001.
18. The Secretary, Ministry of Labour & Employment, Shram Shakti Bhawan, New Delhi.

Copy to:

1. ACC (HQ) Audit, Head Office for information.
2. Chief Vigilance Officer, Head Office for information.
3. All Zone ACC(HQ)/Zones/Director (PDNASS)
4. All Regional P.F. Commissioner/All Zonal Vigilance Directors
5. RPFC (ASD) in Headquarters for necessary action.
6. **RPFC (NDC), Dwarka, New Delhi for uploading the same in the website.**


(M.S. Chandrawal)
Regional P.F. Commissioner-II (HRM)

PROFORMA FOR APPLICATION

Sl. No.	Details required:	Details furnished
1	Post Applied for: Separate Application required if applied for more than one post:	
2	Name, Designation and Complete Postal Address of the Office in which one is working along with the Telephone No. and Email I.D of the office.	
3	Status of the Department: i.e. Whether it is Central Government /State Government and Name of the Ministry/Department.	
4	Date of Birth (in Christian Era)	
5	Educational Qualifications:	
6	Mobile Number of the applicant and Email Id of the applicant and controlling authority.	

7. Details of employment in chronological order (Enclose a Separate Sheet, if required)

Sl. No.	Office/Institute/ Department/ Organisation	Posts Held (Regular)	From	To	Pay and Pay	Band Grade	Period of Experience and nature of duties (Enclose a separate note on suitability)

8	Nature of present Regular employment :	
9	Nature & extent of other assignments (i.e. Short term, Deputation or any other special assignment given etc.)	
10	Total emoluments per month now drawn:	
11	Additional information, if any, in support of suitability: for the post. Enclose a separate sheet, if the space is insufficient.	
12	Whether belong to SC/ST/OBC:	
13	Indicate Three choices of stations (in order of preference):	
14	Particulars of documents enclosed: (indicate in a separate list)	

Place:
Date:

Signature of the Candidate
Telephone No.:
Mobile No:

Certificate (To be given by the Cadre Controlling Authority)

1. Certified that the particulars of the officer as furnished above have been verified and found to be correct.
2. The officer is holding the post / analogous post on regular basis.
3. Certified that no disciplinary proceedings are pending/contemplated against the officer.
4. The Integrity of the Officer is also certified.
5. No major/minor penalty has been imposed during the last 10 years.
6. Copies of APAR/ACRs for _____ years are enclosed.

Signature of the Cadre Controlling Authority/
Head of the Department with Seal.

Office Telephone No.

Fax No.

E-Mail Id:
