



National Bai Bhavan

Kotla Road, New Delhi – 110002

Notice for inviting applications to the post of Assistant Accounts Officer (Pay Level-7 -GP 4600) in National Bai Bhavan on deputation basis for initial period of 03 years.

S. No.	Name of Post	No. of Posts	Pay Level	Criteria prescribed for Recruitment to the post
1	Assistant Account Officer	01	Pay Level-7 (GP 4600)	Minimum 08 Years of regular service as Assistant in Accounts Branch in Pay Level-6 (GP 4200) from Accounts/Audit wings/bodies of Government Departments/Autonomous bodies/Universities.

The last date of submission of application is 60 days from the date of publication of the advertisement in Employment News. Application received after due date will not be entertained.

The deputation will be initially for a period of 03 years and likely to extend further. The applicants may forward their applications (in prescribed format only) through proper channel along with NOC, Vigilance Clearance and APARs for the last preceding five years.

Following instructions may be read carefully before submission of the application for deputation:

- Envelope containing application should be super-scribed with "APPLICATION FOR THE POST OF Assistant Accounts Officer.
 - The pay of the officials selected will be regulated by CCS (RP) Rules, 2016 (amended from time to time) and the maximum age limit for appointment on deputation shall be 56 years on the date of closing of the applications.
 - The Pay Level of the official shall be reckoned to the post only for the purpose of requisite service prescribed in the Recruitment Rules. Pay Level granted by virtue of ACP/MACP to the applicant shall not constitute his/her eligibility for requisite service in the particular Pay Level.
 - The deputation will be covered by standard terms and conditions as applicable from time to time.
 - The Director, National Bai Bhavan reserves all rights to reject any or all application without assigning any reason.
- Interested candidates presently serving in Central Government/ State Government/ Autonomous Bodies of Government Department/Universities having requisite criteria and keen to serve on deputation may please apply within prescribed time limit in the enclosed pro-forma (Annexure-I) available on National Bai Bhavan website i.e. www.nationalbaibhavan.nic.in along with passport size photograph duly pasted on the application form, self attested photocopies of educational certificates. The controlling department is required to forward only applications of those candidates who full fill the requisite criteria with NOC, Administrative Clearance Certificate, Vigilance Clearance and APARs of the last preceding five years, etc. duly authenticated by the appropriate authority, failing which application will not be entertained. The applicant should bring the testimonials in original of all the qualification and requisite service in the relevant area over and above the minimum prescribed qualification at the time of interaction/documentation.
- No TA/ DA shall be paid to the shortlisted candidate for attending interaction/ documentation.
 - Complete application (in all respect) should be sent to Director, National Bai Bhavan, Kotla Road, New Delhi-110002. Applications received after the closing date will not be entertained.

Director, NBB