



Government of India  
Ministry of Communications  
Department of Telecommunications  
O/o The Controller of Communication Accounts U. P. East  
CCA Building, TE Campus, Vikas Khand-1,  
Gomti Nagar, Lucknow-226010.

Email: cca.upeast@gov.in

Fax: 0522-2302771,

Website: <http://ccaupeast.gov.in>

No.CCA/UP (E)/ADMN/DEPUTATION/2011-12/Pt.II/

Date . 08.2019

**Sub: Filling up the vacant posts of AAO, JA, LDC and MTS in the office of the Controller of Communication Accounts, UP (East) Telecom Circle, Lucknow on deputation basis from the officials working in Central / State Govt. / PSUs.**

The office of Controller of Communication Accounts, UP (East) Circle, Telephone Exchange Building, Vikas Khand-1, Gomti Nagar, Lucknow-226010 proposes to fill up some of the vacant posts in following cadres on deputation basis from amongst the staff working in Central/ State Govt./Autonomous body/PSUs as per the details given below: -

Grade	Pay Band	Grade Pay as per 6 <sup>th</sup> CPC	In 7 <sup>TH</sup> CPC	Number of posts likely to be filled up
Assistant Accounts Officer	PB-2, Rs. 9300-34800/-	Rs.4800/-	Level-8	2
Jr. Accountant	PB-1, Rs. 5200-20200/-	Rs.2800/-	Level-5	3
LDC	PB-1, Rs. 5200-20200/-	Rs. 1900/-	Level-2	5
MTS	PB-1, Rs. 5200-20200/-	Rs. 1800/-	Level-1	2

2. The period of deputation will be initially for a period of three years and may be extended further as per rules. The eligibility conditions for each post are given in detail in Annexure-'1'.
3. The terms and conditions of deputation are as stipulated in DoP &T O.M. No. 6/8/2009-Estt.(Pay II) dated 17.06.2010 AND OM No.2/6/2016-Estt.(Pay-II) dated 17.02.2016 etc. Similarly, the scale of pay of the selected officials on deputation will be regulated in terms of DOP&T OM No.2/29/91-Estt.(Pay-II) dated 5/1/1994 as amended from time to time.
4. Works in CCA UP(East),Lucknow:-
  - (a) **Revenue Function:-** License Fee collection, Maintenance of Performance and Financial bank Guarantees, Verification of Deduction, Collection of Spectrum usages charges, Assessment of Spectrum Usages charges, Assessment of License Fee of Decentralized Licensees ,Collection of penalty and Fee received through NTRP from the TSP's/OSP's.
  - (b) **Accounting Function:-** Collection of pension and Leave Salary /contribution, New Pension Scheme, **maintenance of** GPF accounts, loans and advances, Post checking of pension paid voucher PAO & DDO functions.
  - (c) **Disbursement of Pension:** CCA office is responsible for the settlement of pensionary and terminal benefits i.e. issue of pension payment orders, authorization of payment of commuted value of pension, gratuities, recovery of pension contribution, etc.

- (d) USO function
- (e) Administrative Function: - Legal Function, RTI Function
- (f) Audit Functions: - This office conducting annual internal audit inspections of WMO and TERM.
- (g) PDA Function
- (h) CCA office's sub office located at Varanasi discharges various similar functions.

Please take note that:-

- (i) The applicant must possess good knowledge of Computers. Especially E-Mails, MS WORD, Ms EXCEL & Power Point Presentations etc.
- (ii) The applicant except for MTS must possess experience of working either of PFMS, Compact, LIMBS & SAMPANN.
- (iii) The application in the prescribed form(Annexure2), duly recommended by the Head of the Parent office and together with all the prescribed documents(APAR for the last 3 years and Vigilance Clearance certificate), must reach this office on or before **16.09.2019** by Post or at least by E-Mail- **cca.upeast@gov.in** . If Final APAR for Reporting Year 2018-19 is not available, applicants may get forwarded previous three years' APAR.
- (iv) The Applicants may have to go through an interview process for selection which will be conducted by a panel. The date, time and venue of the interview will be intimated after the applications closure date.
- (v) Applicants having prior experience of working in this office, i.e. CCA, DoT, DoP shall be given preference accordingly.

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<sup>1</sup>The above vacancies are subject to change as per the requirements of this office.

- (iv) No TA/DA will be admissible to any candidate for appearing in the interview. However, the competent applicants from distant offices shall have the comfort of being interviewed on Skype.

Please find enclosed herewith

- a Annexure-1:- Eligibility Conditions
- b Annexure-2:- Application Form
- c Annexure-3:- Certificate to be provided by Head of the Parent Office
- d Annexure-4:- Undertaking to be provided by the applicant

**For any related query, please feel free to get in touch with**

Sh. Tej Bahadur Sachan  
Assistant Controller (Admin)  
Mobile No.9453294734  
E-mail-tejb.sachan@gov.in

A copy of this Notice is available on our website page from where it may be easily downloaded-  
<http://ccaupeast.gov.in> & <http://www.cgca.gov.in/ccae/?link-id=38>

(Shailesh Bansal)  
Jt. Controller (Admin)  
Ph. No. 0522—2302782  
Fax No.0522-2302771  
[email-shailesh.bansal@gov.in](mailto:email-shailesh.bansal@gov.in)

**Copy to:-**

1. PS to Member (Finance), Digital Communications Commission, for kind information.
2. PS to Controller General of Communication Accounts, for kind information.
3. DDG (E&T) DoT HQ N. Delhi for kind information along with request for arranges the hosting of the notice on DoT's website.
4. Jt. CGCA (IT) with kind request for arranging the uploading of the notice on CGCA website.
5. Chief General Manager, BSNL, UP (East), Lucknow Telecom Circle with kind request to give this notice widest publicity.
6. CPMG/DAP, Department of Post, Lucknow for kind information and necessary cooperation.
7. Sr.AO(Computer)O/o CCA UP(E),Lucknow to please upload on CCA UP(E) website & CCA's pages on CGCA website.

**Eligibility Conditions**

<b>1</b>	<b>Post</b>	<b>Qualifications</b>
<b>2(a)</b>	AAO (Assistant Accounts Officer)	(i) Holding analogous post on regular basis in the parent Cadre or Department/DoT/DoP /PSU etc. or (ii) Who has passed the Subordinate Accounts Service or Subordinate Audit Service Examination or equivalent examination in any organized Accounts Cadre under the Government of India.
<b>(b)</b>	Jr. Accountant	(i) Officials holding same / or analogous posts in Central / State Govt./ Ministries /Autonomous Bodies/PSUs on regular basis, or (ii) LDCs who have rendered not less than eight years of regular service in the grade, or (iii) UDCs who have rendered not less than three years of regular service in the grade.
<b>(c)</b>	LDC	Official holding same/ or analogous posts in various Ministries/ departments of Central/ State Govt. / PSUs on regular basis.
<b>(d)</b>	MTS	Official holding same/ or analogous posts in various Ministries/ departments of Central/ State Govt. / PSUs on regular basis.
<b>3</b>	Age	The maximum age limit for appointment on deputation shall be 56 years as on the closing date of the receipt of application i.e. 10/09/2019
<b>4</b>	Knowledge of Computers & Systems	The applicants to all the above posts except MTS should have sufficient exposure to IT environment & good knowledge on computers system like PFMS, COMPACT and SAMPANN etc. in all the modules, MS Office including the knowledge of internet to send/receive emails & use Search Engine.

**APPLICATION FORM**

**RECENT  
PHOTOGRAPH  
ATTESTED BY  
HEAD OF THE  
OFFICE**

**1. Name**

**2. Date of Birth**

**3. Post for which Applied**

**4. Tell us about your Educational Qualification:-**

<b>S.No</b>	<b>Degree/Certificate</b>	<b>Board/University</b>	<b>Year of Passing</b>	<b>% of Marks Obtained</b>

**5. Extra Curricular (Interests, hobbies etc)**

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**6. Computer Knowledge** :

**7. When did you enter Govt. Service?** :

**8. What post do you hold at present?** :

**9. Date form which present post is held?** :

**10. Nature of appointment in the present post** :

**11. Basic Pay & Level as per 7<sup>th</sup> CPC?** :

12. Whether pay drawn mentioned in Col.2 is :

A	ON REGULAR / ADHOC /MACP BASIS	
B	If MACP granted, pl mention the MACP laevel of Pay.	

13. Share your work experience with us- (Duties performed, skills acquired etc.)  
(100 Word)

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14. Have you served earlier in the Dept. of Telecom, GOI on deputation basis and if yes, what was the period of deputation and the name of Circle/Station/Office where you served?

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15. Give us your office address.

16. Address for correspondence.

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17. Contact No. & E-Mail ID.

A	Contact No. (Mob.)	
B	E-Mail ID	

**18. Any other information that you wish to share.**

**Place :**

**Date :**

**Signature Of Applicant**

**CERTIFICATE TO BE GIVEN BY THE CONTROLLING OFFICER:-**

1. Certified that the particulars given by the applicant in Annexure-2 have been verified from the service record and are true.
2. The applicant, if selected, will be relieved immediately.
3. Up to date APARs for the last three years are enclosed.
4. It is certified that no disciplinary/ vigilance case is pending or contemplated against the official. There is nothing against the applicant, which makes him/her ineligible for consideration for appointment to the post applied for.
5. No Major/Minor penalty is in force against the official.
6. Integrity of the official is beyond doubt.
7. Recommendations: .....

**Date :**

**Place :**

**Signature of the Head of Office  
with official seal and Telephone No.**



**DECLARATION**

1. I,..... (Name)..... hereby declare that my posting on deputation as.....(AAO/JA/LDC/MTS)..... in the O/o Controller of Communication Accounts, UP(East) Circle, Lucknow Department of Telecom, shall not bestow on me any right to me to claim seniority in the said post in respect of the services rendered by me on deputation.
2. Neither shall I, on the basis of the rendered services, claim absorption in the said post of the Department of Telecom.
3. I am liable to be repatriated to my parent organization anytime, for, interalia, any inaccuracies in the particulars furnished by me in the Application form, or for contravention of any provision in the rules/ orders governing the deputation.

**Date :**

**Place :**

**Signature of the candidate**

