

भारत सरकार  
**Government of India**  
 पर्यावरण, वन एवं जलवायु परिवर्तन मंत्रालय  
**Ministry of Environment, Forest & Climate Change**  
 राष्ट्रीय व्याघ्र संरक्षण प्राधिकरण  
**National Tiger Conservation Authority**

F. No- 15-23/2012-NTCA

New Delhi, August, 6<sup>th</sup> 2024

**OFFICE MEMORANDUM**

**Subject: - Filling up of one post of the Deputy Director (Finance) (Rs. 15600-39100+GP 6600) (corresponding scale as per seventh pay commission) in the National Tiger Conservation Authority-reg.**

It is proposed to fill up one post of Deputy Director (Finance) in the National Tiger Conservation Authority (Rs. 15600-39100 plus Grade Pay Rs 6600/-) on deputation basis. The period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same/ or some other organization/department of the Central Government shall not ordinarily exceed three years. The pay of the officer selected for the post will be regulated in accordance with Department of Personnel & Training (DoPT) O.M No. 2/29/91-Estt (Pay II) dated 05 January, 1994 as amended from time to time.

2. The Officer(s) of the Audit and Accounts Service, Defence Accounts Service, Railway Accounts Service possessing the following qualification and experience may apply for the appointment to the above post:

- (i) Holding analogous post or
- (ii) Accounts Officer in the Grade Pay of Rs. 5400/- (corresponding scale as per seventh pay commission) with five years regular service or
- (iii) Accounts officer or Assistant Account Officer in the Grade Pay of Rs 4800/- (corresponding scale as per seventh pay commission) with six years regular service or
- (iv) Assistant Account officer or Senior Accountant with Grade Pay of Rs 4600/- (corresponding scale as per seventh pay commission) with seven years regular service.

3. The maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of the receipt of the applications.

4. Applications of willing and eligible officers who can be spared immediately may be sent through proper channel along with (i) Bio-data (in triplicate) as in proforma at Annexure-1 (ii) Photocopies of upto date CR dossiers of the officers for the last five years, duly attested (iii) Cadre Clearance (iv) Vigilance clearance/integrity Certificate and (v) Statement giving details of major or minor penalties imposed on the officer, if any to Dr. Vaibhav C. Mathur, Deputy Inspector General of forests (NTCA), so as to reach him by, September 6th 2024, positively.

**Signed by Vaibhav Chandra  
 Mathur  
 Date: 07-08-2024 17:10:53**

**(Dr. Vaibhav C. Mathur)  
 Deputy Inspector General (NTCA)  
 Email: dig1-ntca@nic.in  
 Tel.: 011 24367837-39**

To

1. All Ministries/Departments Concerned (with request to circulate the post to their attached and

- subordinate officers).
2. NIC for placing the circular on website of MoEFCC/DoPT
  3. NTCA Website

**Annexure-I**

**APPLICATION FOR THE POST OF DEPUTY DIRECTOR (FINANCE) IN THE NATIONAL TIGER  
CONSERVATION AUTHORITY**

Passport size photograph  (self-Attested)
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**PROFORMA**

1.	Name	
2.	Present Designation and Pay level	
3.	Date of Birth	
4.	Whether belongs to SC/ST/OBC	
5.	Educational Qualification	
6.	Present place of Posting	
7.	Whether belong to Audit and Accounts Service, Defence Accounts Service, Railway Accounts Service. it may be mentioned.	
8.	Date of regular appointment in the PB-3, Rs. 15600-39100 plus Grade pay  Rs. 5400/-  Rs. 4800/-  Rs. 4600/-	
9.	Details of Experience Since the date of Joining along with Pay details, organization name and particulars of work taken up	
10.	Details of deputation, If any - period of deputation, pay scale, organization name and particulars of work taken up.	
11.	Complete official address of the applicant including telephone number / Mobile No. If any, on which he/she can be contracted and email address	

**Date:****Place:****Signature of Applicant****CERTIFICATE**

(To be filled in by the authority forwarding the application)

1. Certified that the particulars furnished by the applicant have been checked from available

records and found correct.

2. Certified that the candidate is eligible for the post as per conditions mentioned in the circular.
3. Certified also that no vigilance case is either pending or being contemplated against the applicant.
4. Photocopies of upto date CR dossier of the officer for the last five years, duly attested are enclosed.

**Signature**

**Name & Designation of the forwarding officer with seal**