

**OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA,  
NEW DELHI.**

No. 807 –Staff (App)-I/05- 2020/Vol. I  
Dated: 06 /05/2021

To

1. All the Heads of Department in IA&AD  
(except Commercial Audit offices)
2. Director (P).

**Subject: Filling up the various posts in Unique Identification Authority of India (UIDAI), New Delhi on deputation (Foreign service term) basis- regarding.**

Sir / Madam,

I am directed to intimate that the Ministry of Electronics and Information Technology, Unique Identification Authority of India (UIDAI), (Human Resource Division), New Delhi invites applications for filling up following posts on deputation (Foreign service term) basis. Maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of applications. Details of the posts and eligibility conditions are as under: -

Sl. No.	Name & Number of the post	Level in pay matrix	Eligibility/experience
1.	Deputy Director  03 posts	Level- 11	<b>Essential:</b> Sr. Audit/Accounts Officer with three years of regular service in the cadre; OR Asstt. Audit/Accounts Officer with six years of regular service in the cadre. <b>Desirable:</b> - Experience of work in Administration/Legal/ Establishment/ Human Resource/Finance/Accounts/ Budgeting/Vigilance/Procurement/Planning and Policy/Project implementation and monitoring/e-Governance etc. - Basic skills for working in computerized office environment.
2.	Section Officer  01 post	Level-8	<b>Essential:</b> Asstt. Audit/Accounts Officers on regular basis in the cadre; OR Sr. Auditor/Sr. Accountant with five years of regular service in the cadre. <b>Desirable:</b> - Experience of work in Administration/Legal/ Establishment/ Human Resource/Finance/Accounts/ Budgeting/ Vigilance/Procurement/Planning and Policy/Project implementation and monitoring/e- Governance etc. - Basic skills for working in

			computerized office environment.
3.	Assistant Section Officer  03 posts	Level-6	<b>Essential:</b> Sr. Auditor/Sr. Accountant on regular basis in the cadre; OR Auditor/Accountant with three years of regular service in the cadre. <b>Desirable:</b> - Experience of work in Administration/Legal/Establishment/Human Resource/Finance/ Accounts/Budgeting/Vigilance/Procurement/ Planning and Policy/Project implementation and monitoring/ e- Governance etc. - Basic skills for working in computerized office environment.
4.	Sr. Accounts Officer  01 post	Level-10	<b>Essential:</b> Sr. Audit/Accounts Officer; OR Asstt. Audit/Accounts Officer with five years of regular service in the cadre. <b>Desirable:</b> - Basic skills for working in computerized office environment.
5.	Assistant Accounts Officer  01 post	Level-8	<b>Essential:</b> Asstt. Audit/Accounts Officer ; OR Sr. Auditor/Sr. Accountant with five years of regular service in the cadre. <b>Desirable:</b> - Basic skills for working in computerized office environment.

2. It is requested to kindly recommend the names of eligible officials who are willing and can be spared immediately in the event of their selection for above mentioned posts on deputation basis. The recommendations accompanied with the following documents / certificates may kindly be sent to the **Asstt. Comptroller and Auditor General (N) - I latest by 21/05/2021:**

- i. Bio- data (2 copies) in the enclosed prescribed proforma;
- ii. Photocopies of complete and up to date APARs for the last 5 years duly attested on each page; and
- iii. Integrity Certificate / Vigilance Clearance Certificate and statement of major/minor penalty during last 10 years.

3. The candidate once selected for the post will not be allowed to withdraw their candidature subsequently.

4. While forwarding the recommendations the Sanctioned Strength, Person-in- Position and vacancies in Sr. AO/AAO/Sr. Auditor/Sr. Accountant/Auditor/Accountant cadres may specifically be indicated in the forwarding letter.

Yours faithfully,

Encls:- As above.

Sd/-  
(R.K. Tiwari)  
Sr.. Administrative Officer/Staff (App)-I