

**RECRUITMENT RULES FOR THE POST OF ASSISTANT GRADE-I (ACCOUNTS )**  
**(Approved by the Board in its 247 meeting held on 26.06.2013)**

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| 1 | Name of Post                                                      | Assistant Gr.-I (Accounts )                                                                                                                                                                                                                                                                                                                  |
| 2 | Classification                                                    | Group C (S-6)                                                                                                                                                                                                                                                                                                                                |
| 3 | Scale of Pay                                                      | Rs. 9360-25700 (IDA)                                                                                                                                                                                                                                                                                                                         |
| 4 | Whether Selection Post or Non-selection Post                      | Selection                                                                                                                                                                                                                                                                                                                                    |
| 5 | Educational and other qualifications required for direct recruits | M.Com with two years experience in related field OR B.Com with minimum of 55% marks from a recognized University/Institution with PG diploma in Financial Management (one year duration) with 5 years experience in related field. Knowledge of computer application (Tally) is desirable.                                                   |
| 6 | Method of Recruitment                                             | By promotion of the employees in the F & A cadre including Audit working in the next below pay scale having following specifications, failing which by direct recruitment:-<br>ICWA/ICWA/CA (Inter)/M.Com/B.Com with PG Dip. in Financial Mgmt. : 4 years<br>B.Com/Graduation plus Dip. in line : 5 years<br>Matriculation & above : 7 years |
| 7 | Period of probation                                               | One year- extendable by maximum period of one more year, if considered necessary.                                                                                                                                                                                                                                                            |
| 8 | Method of Recruitment                                             | By Promotion, failing which by direct recruitment.                                                                                                                                                                                                                                                                                           |

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