

No. E-16015/AO-Dep/CISF/2026/Pers-II/352

Directorate General Central Industrial Security Force

(Ministry of Home Affairs)

Block No. 13, CGOs Complex, Lodhi Road, New Delhi-03

Dated: 27 February, 2026

Filling up of 01 vacancy of Accounts Officer in the Directorate General, Central Industrial Security Force, through composite method (promotion/deputation): Regarding.

01 (One) vacancy in the rank of Accounts Officer, General Central Services, Group-B, (Civilian, Gazetted, Ministerial) in the Directorate General, Central Industrial Security Force, in the Pay Level-7 in the pay matrix (Rs. 44900-142400/-), are proposed to be filled by composite method (Promotion/ Deputation) for a period of 03 years.

2. Eligibility conditions for the post are mentioned in ANNEXURE-I.

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

4. The pay of the officer selected for appointment on deputation and other conditions will be governed by the Govt. of India orders issued in this regard from time to time and also in accordance with the CISF Rules.

5. It is requested that the application (in triplicate) in the prescribed proforma in ANNEXURE-II in respect of suitable, eligible and willing officers who can be spared immediately, if selected, may be sent to DIG/Pers, Directorate General, Central Industrial Security Force, Block No. 13, CGO Complex, Lodhi Road, New Delhi-03, so as to reach within 60 days from the date of issue of this letter or publication of advertisement in the Employment News, whichever is later, together with up-to-date ARAR dossiers and vigilance clearance. It may please be noted that application received after the closing date or without the required documents or found to be incomplete in any other respect will not be considered and any back reference made in this regard will not be entertained. Since the appointment is to be made urgently, it is requested that the closing date for receipt of applications mentioned above may please be adhered to, strictly.

(ABID KHAN)

DEPUTY INSPECTOR GENERAL (PERS)

ANNEXURE-I

1. Name of the post: Accounts Officer
2. Clarification of the post: General Central Services Group 'B' (Gazetted, Ministerial).
3. Pay scale of the post : Pay Level-7 in the pay matrix (Rs. 44900- 142400/-)
4. Number of posts to be filled on deputation: 01 (One)
5. Period of deputation : 03 (Three) years
6. As per the Recruitment Rules, the eligibility conditions are as under:-
Composite method (Promotion/Deputation):
Officers under the Central Government/State Government/UTs:-

- (a) (i) Holding analogous posts on a regular basis in the parent cadre/Department; or
- (ii) With five years regular service rendered after appointment to the post on regular basis in Level-6 of pay matrix or equivalent in the parent cadre or department; and
- (b) possessing the following qualifications:
- (i) A pass in Subordinate Accounts Service examination conducted by any of the Organized Accounts Department of the Central Government; or
- (ii) Successful completion of training in Cash and Accounts work from the Institute of Secretariat Training and Management or recognized Institution and a minimum of 2 years experience in cash, accounts and budget work.

(Note I : The departmental Accountant in Level-6 with five years of regular service in the grade and, having EQs and experience prescribed for deputationist will also be considered along with outsiders. If the departmental candidate is selected for appointment to the post, it shall be treated as having been filled by promotion.

Note II : The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed three years. The maximum age-limit for deputation will be fifty-six years as on the closing date of receipt of applications).

ANNEXURE-II

Bio-Data/Curriculum Vitae Proforma

1. Name and Address (in Block Letters)	
2. Date of Birth (in Christian era)	
3. i) Date of entry into service	
ii) Date of retirement under Central/State Government Rules	
4. Educational Qualifications	

5. Whether Educational and other qualifications	Qualifications/Experience possessed by the officer
Qualifications/ Experience required as mentioned in the advertisement/ vacancy circular	Qualifications/Experience possessed by the officer
Essential	Essential
A) Qualification	A) Qualification
B) Experience	B) Experience
Desirable	Desirable
A) Qualification	A) Qualification
B) Experience	B) Experience

5.1 Note: This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/ Department/ Office at the time of issue of Circular and issue of Advertisement in the Employment News.

5.2 In the case of Degree and Post Graduate Qualifications Elective/ main subjects and subsidiary subjects may be indicated by the candidate.

6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.

6.1 Note: Borrowing Departments are to provide their specific comments/views confirming the relevant Essential Qualification/ Work Experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.

7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office/ Institution	Post held on regular basis	From	To	*Pay Band and Grade Pay /Pay Scale of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

*Important:- Pay Level/Pay Scale/Pay Matrix Level granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/ Pay Scale of the post held on regular basis to be mentioned. Details of ACP/ MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below:-

Office/ Institution	Pay, Pay Band and Grade Pay drawn under ACP/MACP Scheme	From	To

8. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent

9. In case the present employment is held on deputation/contract basis, please state:-

(a) The date of initial appointment	(b) Period of appointment on deputation /contract	(c) Name of the parent office / organisation to which the applicant belongs.	(d) Name of the post and Pay of the post held in substantive capacity in the parent organization

9.1 NOTE :- In case of officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department along with Cadre Clearance, Vigilance Clearance and Integrity Certificate.

9.2 NOTE :- Information under Column 9(c) and (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a lien in his parent cadre/organization.

Continued from page 42

10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.		
11. Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column) a) Central Government b) State Government c) Autonomous Organization d) Government Undertaking e) Universities f) Others		
12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.		
13. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.		
14. Total emoluments per month now drawn		
Basic Pay in the PB	Grade Pay	Total Emoluments
15. In case the applicant belongs to an Organisation which is not following the Central Government Pay-scales, the latest salary slip issued by the Organisation showing the following details may be enclosed.		
Basic Pay with Scale of Pay and rate of increment	Dearness Pay/interim relief / other Allowances etc. (with break-up details)	Total Emoluments
16. A Additional information, if any, relevant to the post you applied for in support of your suitability for the post. (This among other things may provide information with regard to (i) Additional academic qualifications (ii) Professional training and (iii) Work experience over and above prescribed in the Vacancy Circular/ Advertisement). (Note: Enclose a separate sheet, if the space is insufficient).		
16.B. Achievements: The candidates are requested to indicate information with regard to: (i) Research publications and reports and special projects (ii) Awards/Scholarships/Official Appreciation. (iii) Affiliation with the professional bodies/institutions /societies and (iv) Patents registered in own name or achieved for the organization. (v) Any research/innovative measure involving official recognition. (vi) Any other information (Note: Enclose a separate sheet if the space is insufficient).		

17. Please state whether you are applying for Deputation/ Absorption/ Re-employment Basis # (Officers under Central/ State Governments are only eligible for "Absorption". Candidates of non-Government Organisations are eligible only for Short Term Contract).

(The option of 'STC'/'Absorption'/ Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment").

18. Whether belongs to SC/ST

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/ Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

Signature of the Candidate

Date :

Address

Place:

Countersigned

Signature of Competent Authority

(with office seal)

Certification by the Employer/Cadre Controlling Authority

The information/details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualification and experience mentioned in the Advertisement. If selected, he/she will be relieved immediately.

2. Also certified that:

i) There is no vigilance or disciplinary case pending/ contemplated against Shri/ Smt.....

ii) His/her integrity is certified.

iii) His/her CR dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an Officer of the rank of Under Secretary of the Govt. of India or above are enclosed.

iv) No major/minor penalty has been imposed on him/her during the last 10 years Or a list of major/minor penalties imposed on him/her during the last 10 years is enclosed (as the case may be).

Countersigned

(Employer/Cadre Controlling Authority with Seal)

CBC 19113/11/0004/2627

EN 8/94