

भारत सरकार  
Govt of India  
इलेक्ट्रॉनिक्स एवं सूचना प्रौद्योगिकी मंत्रालय  
Ministry of Electronics & I.T (MeitY)  
भारतीय विशिष्ट पहचान प्राधिकरण

Unique Identification Authority of India (UIDAI)

क्षेत्रीय कार्यालय, (असम, अरुणाचल प्रदेश, मिजोरम, मणिपुर, नागालैंड, मेघालय, सिक्किम और त्रिपुरा) गुवाहाटी  
Regional Office, (Assam, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Meghalaya, Sikkim and Tripura) Guwahati  
ब्लॉक V, पहली मंजिल:: Block-V, 1<sup>st</sup> Floor:: हाउस्फेद परिसर, दिसपुर, गुवाहाटी-781006:HOUSEFED Complex, Dispur, Guwahati -781006  
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FILE No: - UIDAI/RO- GHY/ 07/2010/Vol-IV / 1619

Date/दिनांक: 24-09-2019

**Sub: Extension of last date for submission of applications for filling up of one anticipatory post of Assistant Accounts Officer, on deputation basis, at UIDAI, RO, Guwahati.**

**Reference: Vacancy circular of UIDAI, RO, Guwahati vide letter of even number dated 12-09-2018, subsequent corrigendum dated 12-10-2018 and circulars dated 20-11-2018 ,31-01-2019 , 25-02-2019 , 26-04-2019 and 21-06-2019 extending the last date for submission applications for one anticipated post of Assistant Accounts Officer (AAO) in its Regional Office, Guwahati in the Pay Matrix Level -8 (pre-revised Pay Band II Rs. 9300-34800 plus Grade Pay of Rs. 4800/-), on deputation basis.**

The last date for submission of applications through proper Channel **"FOR THE POST OF ASSISTANT ACCOUNTS OFFICER AT UIDAI REGIONAL OFFICE GUWAHATI"** is hereby further extended up to **31-12-2019**. Those who have applied against circular dated **12-09-2018 and subsequent circulars dated 20-11-2018, 31-01-2019, 25-02-2019 , 26-04-2019 and 21-06-2019** through proper channel, need not apply afresh. However, new applicants and applicants who have submitted only advance copy of the application may submit their applications complete in all respect through proper channel within the extended date to **Assistant Director General, Unique Identification Authority of India (UIDAI), Regional Office, 1<sup>st</sup> Floor Block-V, HOUSEFED COMPLEX, Beltola-Basistha Road, PO- Assam Sachivalaya Dispur, Guwahati-781006.** Since this vacancy is to be filled up on deputation basis, private candidates are not eligible.

3. Application received after the last date or otherwise found incomplete shall not be considered. Further details may be obtained from the website [www.uidai.gov.in](http://www.uidai.gov.in).

  
( Piyush Chetiya )  
Assistant Director General

Copy to:  
To,

1. The Assistant Director General (Estt.), Unique Identification Authority of India, Ministry of Electronics and Information Technology (MeitY), Aadhaar Building, Guru Dwara Bangla Sahib Road, Behind Kalibari Mandir, Gole Market, New Delhi-110001 with the request to upload the enclosed vacancy circular on the UIDAI's website.
2. The Under Secretary (CS-II), CS Division, Deptt of Personnel & Training, LokNayak Bhavan, New Delhi- with the request to upload the enclosed vacancy circular on the DoP&T's website.
3. Secretary, Department of Personnel & Training, Government of Assam/ Meghalaya/ Manipur/Mizoram/Nagaland/Arunachal Pradesh/ Tripura /Sikkim.
4. The Accountant General (Accounts & Entitlement), O/o the Accountant General, Beltola, Guwahati-28
5. The Accountant General (Audit), Beltola, Guwahati-28
6. The chief Postmaster General, Meghdut Bhawan, Pan Bazar, Guwahati-781001
7. The General Manager (Hqrs.), N.F. Railway, Maligaon, Guwahati-781011.
8. The General Manager (Constructions), N.F. Railway, Maligaon, Guwahati-781011

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फाइल नं: - यूआईडीएआई / आरओ-जीएच वाई/07/2010/Vol-IV / 1724-26  
FILE No. UIDAI/RO-GHY/07/2010/Vol-IV

भारत सरकार / Govt of India

इलेक्ट्रॉनिक्स एवं सूचना प्रौद्योगिकी मंत्रालय/Ministry of Electronics & I.T(MeitY)

भारतीय विशिष्ट पहचान प्राधिकरण Unique Identification Authority of India (UIDAI)

क्षेत्रीय कार्यालय, (असम, अरुणाचल प्रदेश, मिजोरम, मणिपुर, नगालैंड, मेघालय, सिक्किम और त्रिपुरा) गुवाहाटी  
Regional Office, (Assam, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Meghalaya, Sikkim and Tripura)  
Guwahati

ब्लॉक V, पहली मंजिल, हाउस्फेड परिसर, दिसपुर, गुवाहाटी-781006  
Block-V, 1<sup>st</sup> Floor, HOUSEFED Complex, Dispur, Guwahati -781006

Date: 12.10.2018

**CORRIGENDUM**

In partial modification of this office's Vacancy Circular No. UIDAI/RO-GHY/07/2010/Vol-IV dated 12<sup>th</sup> September, 2018, inviting applications for filling up of one post of Section Officer (SO) and one post of Assistant Accounts Officer (AAO) in LEVEL-8 of the Pay Matrix (Pre-revised Pay Band - 2 /Rs. 9300 - 24800 plus Grade Pay of Rs. 4800/-) on deputation basis in the Unique Identification Authority of India (UIDAI), Regional Office, Guwahati, **the eligibility criteria/qualification(s) for the post of Assistant Accounts Officer (AAO) stands revised as under:-**

| Name of the Post and Pay Scale with Grade Pay   | Number of Vacant Posts            | Eligibility Criteria   | Desirable Qualifications/ Experience                                   |
|---|-----------------------------------|--|--|
| Assistant Accounts Officer<br><br>LEVEL-8 of the Pay Matrix (Pre-revised Pay Band-2/ Rs. 9300-34800 plus Grade Pay of Rs. 4800/-) | 01<br><br>(Likely to fall vacant) | (i) Officials from the Central Government holding analogous post on regular basis in the parent cadre/department;<br>OR<br>With three years regular service in LEVEL-7/equivalent;<br>OR<br>With five years regular service in LEVEL-6/equivalent.<br><br>(ii) Officers from the State Governments, Autonomous Bodies, PSUs holding regular post in equivalent grade.<br><br>(iii) Professional qualifications of Chartered Accountant / Cost Accountant/ MBA (Finance);<br>OR<br>Having passed SAS/equivalent examination of organized Accounts Cadre of Central/State Government; OR<br>Having successfully completed cash and accounts training conducted by ISTM.<br><br>(iv) Five years experience in finance, accounts and budget related matters. | Knowledge of/experience in work on Tally or other accounting software. |

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2. The other contents of the above mentioned Vacancy Circular dated 12<sup>th</sup> September, 2018 would remain unchanged.
3. This issues with the approval of the Deputy Director General.



(Piyush Chetiya)  
Assistant Director General  
Tel. No. 0361 – 2228081

Copy to:-

1. The Assistant Director General (HR), UIDAI, Ministry of Electronics and Information Technology (MeitY), Aadhar Building, 4<sup>th</sup> Floor, Behind Kali Mandir, Gole Market, New Delhi – 110 001, with the request to upload the Corrigendum on the website of UIDAI.
2. The Under Secretary (CS-II), Department of Personnel and Training (DoP&T), Lok Nayak Bhawan, New Delhi, with the request to upload the Corrigendum on the website of DoP&T.
3. All Central Government Departments whose office(s)/headquarters are located at Guwahati.
4. Secretary, Department of Personnel & Training, Government of Assam/ Arunachal Pradesh/ Meghalaya/ Manipur/ Mizoram/ Nagaland/ Tripura/ Sikkim.
5. Notice Board, UIDAI, RO, Guwahati.

**Annexure-I**

**APPLICATION FOR THE POST OF ASSISTANT SECTION OFFICER IN RO, UIDAI, GUWAHATI**  
(Since this vacancy is to be filled up on deputation basis, private candidates are not eligible)

Paste Your  
recent  
passport  
size  
photographs

|    |   |               |           |               |                                      |                               |
|----|---|---------------|-----------|---------------|--------------------------------------|-------------------------------|
| 1  | Name  |               |           |               |                                      |                               |
| 2  | Date of Birth   |               |           |               |                                      |                               |
| 3  | Present Post  |               |           |               |                                      |                               |
| 4  | Date from which the present post is held on regular basis                               |               |           |               |                                      |                               |
| 6  | Service   |               |           |               |                                      |                               |
| 7  | Parent Cadre  |               |           |               |                                      |                               |
| 8  | Date of joining Service   |               |           |               |                                      |                               |
| 9  | Pay Matrix of the present post  |               |           |               |                                      |                               |
| 10 | Basic Pay drawn   |               |           |               |                                      |                               |
| 11 | Old pay Scale-Grade Pay   |               |           |               |                                      |                               |
| 12 | Whether the eligible criteria prescribed for the post are satisfied                     |               |           |               |                                      |                               |
| 13 | Mobile/Office/Residence Number  |               |           |               |                                      | Mobile:<br>Office:<br>Res:    |
| 14 | Educational / Professional Qualification<br>(Please mention Graduation level and above) |               |           |               |                                      |                               |
|    | Sl.No   | Qualification | Subject   | Year Division | Institution/University Place/Country |                               |
|    |   |               |           |               |                                      |                               |
| 15 | Details of Experience/employment (please attach a separate sheet, if required)          |               |           |               |                                      |                               |
|    | Sl no   | Office        | Post held | From          | To                                   | Pay Band along with Grade pay |
|    |   |               |           |               |                                      |                               |
| 16 | Date of retirement under Central Governments rule                                       |               |           |               |                                      |                               |
| 17 | Training(s) undergone   |               |           |               |                                      |                               |

Certified that information furnished above by me is correct in all respect to the best of my knowledge & belief.

Date & Place

(Signature of the Candidate)

## Annexure-II

To be filled up by the cadre controlling authority

Office of .....

F.No.....

Date:.....

1. The applicant, if selected, will be relieved immediately
2. Certified that the particulars furnished by the officer have been checked from available records and found correct.
3. Certified that the applicant is eligible for the post applied as per conditions mentioned in the circular/advertisement.
4. Integrity of the applicant is certified as 'Beyond Doubt'.
5. No Vigilance case is pending/contemplated against the Officer
6. It is certified that no penalty has been imposed on the applicant during the last 10 years (Alternatively, penalty statement during the last 10 years may be enclosed).
7. Attested photocopies of up-to-date ACRs/APARs for the last 5 years are enclosed. Photocopies of ACRs/APARs have been attested on each page by an officer not below the rank of Under Secretary or equivalent.

Signature.....

Name, Designation &Tele of the forwarding officer

(Office Stamp)

Date:

Place: