

पूर्व मध्य रेल
EAST CENTRAL RAILWAY



कार्यालय
महाप्रबंधक(का)
हाजीपुर

No. Ruling/E-File No-101949

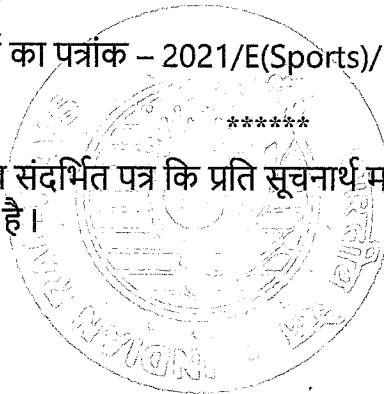
सभी विभागाध्यक्ष/ पूमरे/हाजीपुर।
मुख्य प्रशासनिक अधि०/निर्माण उत्तर एवं दक्षिण/महेन्द्रघाट/पटना।
DRM(P)/पूमरे/दानापुर, डी डी यू धनबाद, सोनपुर एवं समस्तीपुर
CWM/पी डी /डीडी यू यांत्रिक कारखाना/समस्तीपुर एवं CRW/हरनौत।

विषय:- Filling up the post of Junior Account Assistant/Account Assistant/
S.O. (Accounts) (Vacancy Notice No. 4/2021) on deputation based
in Railway Sports Promotion Board (RSPB) Rail Bhawan, New Delhi.

सन्दर्भ:- रेलवे बोर्ड का पत्रांक – 2021/E(Sports)/RSPB/09/03, dated 29.09.2021

विषयांकित से सम्बंधित संदर्भित पत्र कि प्रति सूचनार्थ मार्गदर्शन एवं अग्रेत्तर, आवश्यक
कार्रवाई हेतु प्रेषित कि जा रही है।

संलग्नक : यथोपरि।



12/10/2021

(प्रभात कुमार)
सकाधि/एमपीपी

कृते महाप्रबंधक (का.)/हाजीपुर

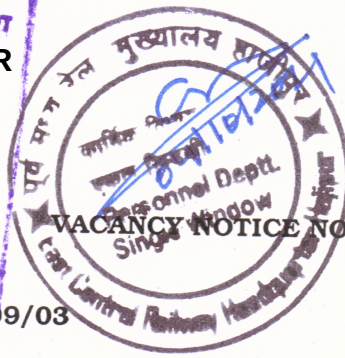
प्रतिलिपि :- कार्याधी०(एम.पी.पी.)/पूमरे/हाजीपुर- कृपया पूमरे के वेबसाइट पर अपलोड कराने की
व्यवस्था करें।

12/10/2021

कृते महाप्रबंधक (का.)/हाजीपुर

853874/2021/O/o Dy.CPO/HQ/ECR

04 OCT 2021



VACANCY NOTICE NO. 4/2021

 66 - 1909 -
 04 OCT 2021

No. 2021/E(Sports)/RSPB/09/03

ISSUED ON 29.09.2021

ORGANIZATION	: RAILWAY SPORTS PROMOTION BOARD (RSPB)
TITLE AND NO. OF POSTS	: JUNIOR ACCOUNT ASSISTANT/ACCOUNT ASSISTANT/ S.O. (ACCOUNTS), RSPB - 01
LOCATION	: RAIL BHAWAN, NEW DELHI
DURATION	: 3 YEARS
TERM OF APPOINTMENT	: DEPUTATION
AGE	: PREFERABLY BELOW 50 YEARS
SCALE OF PAY	: BASIC PAY DRAWN IN THEIR PARENT CADRE/ORIGINAL
DEPUTATION ALLOWANCE	: AS PER RULES
ELIGIBILITY	: EMPLOYEES HOLDING POST OF JUNIOR ACCOUNT ASSISTANT IN LEVEL 5 (7 TH CPC) OR HIGHER IN RAILWAY BOARD /RAILWAYS/PRODUCTION UNITS.
JOB DESCRIPTION	: MAINTAINING ACCOUNTS OF RSPB, PREPARING BUDGET, DISBURSEMENT OF FUNDS, RECORDS OF ASSETS OF RSPB, SPORTS INFRASTRUCTURE ON RAILWAYS, AUDIT OF ACCOUNTS, ALL COMPANY MATTERS, PAYMENTS TO RSPB STAFF AND MAINTAINING THEIR SERVICE RECORDS. DESIRABLE: EXPERIENCE IN HANDLING SPORTS MATTERS, PUBLIC DEALING.
REQUIREMENTS	: CANDIDATE SHOULD BE ABLE TO INDEPENDENTLY HANDLE ACCOUNTS / AUDIT WORK. SHOULD HAVE GOOD COMMUNICATION AND LAISONING SKILLS AND COMPUTER KNOWLEDGE.
MINIMUM SERVICE	: CANDIDATES SHOULD PREFERABLY HAVE RENDERED AT LEAST 3 YEARS OF REGULAR SERVICE ON RAILWAYS/PRODUCTION UNITS/RAILWAY BOARD.
NOTE	: APPLICANTS WILL NOT BE ALLOWED TO WITHDRAW THEIR NAMES IN CASE THEY ARE SELECTED FOR DEPUTATION
CLOSING DATE	: 21 DAYS FROM THE DATE OF ISSUE

In case of candidates who have earlier been on deputation, the mandatory cooling off period of 3 years will be necessary.

The applications of willing employees along with bio-data indicating previous postings together with a statement giving details of previous deputation, if any, duly signed by the applicant, vigilance / D&AR clearance and authenticated copies of APAR of last 5 years may please be forwarded to Secretary, Railway Sports Promotion Board, Room No. 452, Rail Bhavan, Raisina Road, New Delhi-110001.

(Signature)
(Bhaskar Roy Choudhury)
 Jt. Secretary / RSPB &
 Dy. Director / Estt. (Sports)
 (Railway Board)

प्रमुकाधि
 मुकाधि प्रशा
 मुकाधि/आईआर
 उप मुकाधि/राज
 उप मुकाधि/मा
 उप मुकाधि/आईआर
 वकाधि/ईआईआर
 सकाधि
 विधि अधिकारी
 सलाहकार (का)

General Managers(P), all Zonal Railways/Production Units etc.
 Joint Secretary(G), Joint Secretary, ERB-I, ERB-II, Railway Board
 Pay & Accounts Officer, Railway Board
 "G" Branch Railway Board for notice board.