



icmr
INDIAN COUNCIL OF
MEDICAL RESEARCH
Serving the nation since 1911

भारतीय आयुर्विज्ञान अनुसंधान परिषद
स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य एवं परिवार
कल्याण मंत्रालय, भारत सरकार

Indian Council of Medical Research
Department of Health Research, Ministry of Health
and Family Welfare, Government of India

No.16/7/2021-Admn.-II

Dated: 4.2.2021.

To,

The Directors/Directors-in-Charge of
Permanent Institutes/Centres of ICMR

Subject: Filling up the post Financial Advisor & Chief Accounts Officer (FA&CAO) on
deputation basis in ITPO.

Sir/Madam,

I am directed to refer a copy of letter No. 4-ITPO(3)/E-I/2020 dt. 14.1.2021 received from India Trade Promotion Organisation, New Delhi alongwith application form on the subject mentioned above for information and necessary action. The last date of sending applications is 15th February, 2021. The details can also be browsed on website www.indiatradefair.com.

Yours faithfully,

(Jagdish Rajesh)
Asstt. Director General (Admn.)

Encl: As above

Copy to:-

- 1 PS to DG/PS to Addl. DG/Sr. DDG (A)/Sr. FA
- 2 All Divisional Heads.
- 3 Asstt. Director-General (Admn.)
- 4 BMI- to upload the above nomination on ICMR website.



इण्डिया ट्रेड प्रमोशन आर्गनाइजेशन
India Trade Promotion Organisation

भारत सरकार का उद्यम
A Government of India Enterprise

4-ITPO(3)/E-1/2020

14/01/2021

23378962

संदर्भ

Reference :

37

दिनांक

फोन

Phone :

The Secretary
Department of Health Research
Ministry of Health & Family Welfare
Indian Council of Medical Research,
V. Ramalingaswami Bhawan, Ansari Nagar ,
New Delhi - 110029

PS
All concerned to
RB

Sub: Filling up of the post Financial Advisor & Chief Accounts Officer (FA&CAO) on deputation basis in ITPO.

India Trade Promotion Organisation (ITPO) is a Public Sector Undertaking under the administrative control of the Department of Commerce. ITPO had taken a major initiative for extensive ongoing work of revamping of Pragati Maidan into a world class International Exhibition-cum-Convention Centre a Financial Advisor & Chief Accounts Officer (FA&CAO) level officer is required in this Organisation.

2. Applications are invited for one post of Financial Advisor & Chief Accounts Officer (FA&CAO) in the pay-scale of ₹100000-260000 (IDA) initially for a period of three years on deputation basis. However, ITPO does not provide residential accommodation to the incumbent. Perks & allowances as applicable to IDA scales will not be applicable to incumbents whose parent cadre scale is CDA scale. The post has been exempted from the rule of immediate absorption by the Department of Public Enterprises. The post is at the level of Director in the Government of India. The qualifications/experience for the post are:-

Name of the post	No. of post	Essential Qualification	Essential Experience	Maximum Age
Financial Advisor & Chief Account Officer (FA&CAO)	One	(i) Associate membership of Institute of Cost and Works Accountants of India/Institute of Chartered Accountants. (ii) Working Knowledge of Computer applications.	15 years managerial experience in Financial/Accounts in Government/Public Sector/reputed Private Sector organizations, preferably in the field of exhibitions. Out of 15 years at least 5 years experience should have been as Head of Division.	56 years as on the closing date of receipt of applications.

Contd...2/-

पंजीकृत कार्यालय : आई टी पी ओ कार्यालय, प्रगति मैदान, नई दिल्ली - 110001 टेलीफोन: 91-11-23371540 फैक्स: 91-11-23371492


Registered Office: ITPO Office, Pragati Maidan, New Delhi - 110001 Tel.: 91-11-23371540 Fax : 91-11-23371492

ई मेल / E-mail: info@itpo.gov.in वेबसाइट / Website: www.indiatradefair.com

3. The vacancy may kindly be widely circulated and applications in the enclosed format from interested and eligible officers may kindly be forwarded to the undersigned latest by 15th February, 2021 along with vigilance clearance, integrity certificate and APARs for the preceding five years.
4. Applications not forwarded through proper channel, and not accompanied by vigilance clearance/integrity certificate and attested copies of APARs for the last five years will not be considered.
5. The details can also be browsed on website: www.indiatradefair.com

Thanking you,

Yours faithfully,


(Col. Pushpam Kumar, SM)
Officer on Special Duty (Admin)

Encl.: Format

INDIA TRADE PROMOTION ORGANISATION

Application for the post of Financial Advisor & Chief Accounts Officer (FA&CAO) on deputation basis for three years in ITPO

- (1) Name: _____
- (2) Father's/Husband's Name: _____
- (3) Present post held _____
- (4) (i) Pay scale (IDA/CDA with GP) _____
- (ii) Present basic pay: _____
- (5) Present Organisation/Department: _____
- (6) Cadre Controlling Authority and Address: _____
- (7) Date of Birth/ Age as on the closing _____
date of receipt of applications;
- (8) Permanent Address/ Correspondence Address: _____

- (9) Educational Qualifications: _____
- (10) Experience specifying the name of the Organisation, post held from time to time indicating the pay scale and duration of the post; (Please attach separate sheet if need be)
- (11) Telephone/Mobile No.: _____
- (12) E-mail address : _____
- (13) Any other relevant information (Attach separate sheet if need be)

Date : _____

(Signature)