

VACANCY NOTIFICATION

1.	Name of the Organisation:	Office of the Director of Accounts, Cabinet Secretariat
2.	Employment Type (Regular/ Contractual/ Part Time)	Regular
3.	* Name of the post:	Stock Verifier
4.	* Job Function:	Mainly Physical Verification of stores held by independent accounting units under Cabinet Secretariat, and/or other duties assigned by O/o DACS.
5.	* Additional Job Information:	-
	(i) Technical/ Must have skills	-
	(ii) Good to have skills	-
	(iii) Soft Skills	-
6.	* No. of Vacancies (in figures):	01
7.	* Level/ Post:	Level-4 of the Pay Matrix of 7 th CPC
8.	* Qualification required: Essential/ Desired	Not Applicable.
9.	* Work experience required (in years):	Deputation or Re-employment of Sgt./Cpl. Of Indian Air Force or its equivalent with minimum experience of three years in handling ordnance/aircraft stores of in the maintenance of the accounts of such stores.
10.	* Age range (in years):	Not Applicable
11.	* Location of Job:	Delhi or any unit under O/o DACS as may be established from time to time.
12.	* Salary range per month (Approx CTC):	Rs. 25, 500/- to Rs. 81, 100/-
13.	* Additional Benefits offered:	Security Allowance 20% of Basic Pay.
14.	Aligned courses (Full time/ Part Time)	-
15.	Travel Requirements	-

Last date to received names from RSB/ZSB 02 Dec 2024.

Note 1: All Ex-Servicemen (ESM) are requested to Download the Willingness Format uploaded on DGR Website and forward the same in excel format only duly Completed in All respects through their Zila Sainik Boards/ Rajya Sainik Boards (by mail only) (to dgrddemp@desw.gov.in) if they are meeting the QRs as given by the Principal Employer in the vacancy Notification. If any Details are found Incomplete/ Missing, the Candidature of that ESM will not be Accepted.

Note 2: PDF Format/ Scanned Images/ Mobile Photos/ Word File etc. will not be accepted.