



P-19/C

GOVERNMENT OF INDIA
Ministry of Communication & Information Technology
Department of Posts
O/o the Director, Postal Training Centre, Darbhanga-846005
Phone number-06272 246191 E- mail:dir_ptcdbn@rediffmail.com

To,

1. The Chief Postmaster General
Bihar Circle, Patna/Jharkhand Circle, Ranchi/
West Bengal Circle, Kolkata/ Orissa Circle, Bhubaneswar.
2. The Postmaster General
Northern Region, Muzaffarpur/Eastern region, Bhagalpur at Patna,
Berhampur Region, Berhampur/ Sambalpur Region, Sambalpur/
Kolkata City Region, Kolkata/North Bengal & Sikkim Region, Siliguri.

No: B2/ General/ Ch. V/2004

Dated at PTC Darbhanga the 16/08/2018.

Sub: Calling for application of volunteers from qualified PO & RMS Accountant to work as Junior Accountant at Postal Training Centre, Darbhanga.

Sir,

1. Applications are invited from volunteers amongst qualified PO & RMS Accountant to work as Junior Accountant in PTC, Darbhanga on deputation basis to fill up one vacancy in PTC, Darbhanga. The PTC, Darbhanga caters the training needs of Bihar, Odisha, West Bengal and Jharkhand circle. The application received from willing and eligible candidates may be forwarded to this office with recommendation.
2. **Eligibility:**
 - a) PA/SA with more than five years of service and qualified in PO & RMS Accountant examination.
 - b) Computer knowing person having experience of working in administrative office will be preferred.
3. Working in PTC gives an opportunity to learn more, better exposure and more interaction with the employees of the department. The resource of PTC helps the individual in development of his carrier and personality. Environment inside the PTC is very cordial. The campus is full of natural resource and greenery. Selected candidates will be allotted quarters inside PTC campus and will get deputation allowance.

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4. Darbhanga is well connected to all important places by train and road. There are two University apart from Medical, Engineering, Dental, Polytechnic and other colleges and technical institutions. For small children also, mission schools and other private English medium schools, Kendriya Vidyalaya, Navodaya Vidyalaya and Govt. schools are available.
5. Application from willing officials in prescribed Performa given in annexure may be forwarded by the Unit/divisional Head along with their personal recommendation so as to reach the office latest by 17.09.2018.
6. The period of deputation is normally three years, but may be terminated before completion of tenure on administrative ground. The officials who are on verge of retirement/ promotion need not apply.

It is requested to give wide publicity.

DA: As stated

mpd-018-8-2018
Assistant Director (Admin.)
Postal Training Centre
Darbhanga-846005

copy to: LTM (CEPT), Mysore with a request to upload the order/notification in India Post website.

PROFORMA

Application for deputation for Junior Accountant at P.T.C. Darbhanga.

1. Name of the official :
2. Designation :
3. Name of the office where working :
4. Date of entry in the department :
5. Education qualification :
6. Date of Birth :
7. Date/ year of passing PO & RMS
Accountant Examination :
8. Knowledge of Computer/ Typing :
9. Knowledge of language :
 - a) English
 - b) Hindi
 - c) Other Indian languages
10. Interest in extracurricular activities :
e.g. games, music
11. Administrative office work experience :
If any
12. Any other information :

Place:

Date:

Signature of applicant

Recommendation of the Unit/ Divisional Heads.....

**Signature of the Unit/Divisional Head
With Designation stamp**