

Recruitment Rules for the post of Junior Auditors  
 Ministry: Chandigarh Administration  
 Department: Chandigarh Administration

File No. 10743  
 Organization: Local Audit Department  
 Post Code: 3701030117

Name of Post	No. of Posts	Classification	Level in Pay Matrix	Whether Selection Post/Non-selection Post	Age for Direct Recruits	Educational and other qualifications required for Directs Recruits	Whether age & educational qualification prescribed for Direct Recruitment will apply in the case of promotees	Period of Probation, if any	Method of rectt, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	In case of recruitment by Prom/Dep./abs. grades from which prom/dep./abs to be made	If a Departmental Promotion Committee exists, what is its composition	Circumstances in which U.P.S.C is to be consulted in making rectt.
1	2	3	4	5	6	7	8	9	10	11	12	13
Junior Auditor	42* (2024)  *Subject to variation dependent on the work load	General Central Services Ministerial Non-Gazetted Group 'B'	6 Level-6 Rs (35400-112400) in the pay matrix	Not Applicable	Not exceeding 30 years (Relaxable for Government Servants upto 5 years in accordance with the instructions or order issued by the Central Govt.)  <b>Crucial description</b>  The crucial date for determining the age-limit shall be as advertised by the Competent Authority as per instructions of Chandigarh Administration.	Essential:  i)Bachelor of Commerce/ Bachelor of Business Studies/ Bachelor of Business Administration/ Bachelor of Business Management from a recognized University/Institute.  ii)Possessing relevant ICT skills training as per Chandigarh Administration letter no 28/69-IH(12)/Pers.&Trg.-2019/17927 dated 25.11.2019  Desirable:  i) Master of Commerce/ Master of Business Administration (Finance)/Post	Not applicable	Two Years	100% Direct Recruitment Note: Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstances for duration of one year or more may be filled on deputation basis from officers of Central Government/State Governments/Union Territory Administrations  (A) Holding analogous posts on regular basis in the Parent Cadre/Department, And (B) Possessing the educational qualifications and experience prescribed for direct recruits under column (7)	Not applicable	Departmental Confirmation Committee:-  1) Director, Local Audit Department, UT of Chandigarh Administration... ....Chairman  2) Deputy Controller Cum Examiner, Local Audit Department, UT of Chandigarh Administration... .....Member  3) Assistant Controller, Local Audit Department of Chandigarh Administration .....Member	Consultation with UPSC is not necessary.

						<p>Graduate Diploma in Management (Finance)/Costs and Management Accountant from a recognized University/ Institute</p> <p>Note1: Qualifications are relaxable at the discretion of the Competent authority, for reasons to be recorded in writing, in the case of candidates otherwise well qualified.</p> <p>Note 2: The qualification(s) regarding experience is/are relaxable at the discretion of the competent authority for reasons to be recorded in writing in the case of candidates belonging to Scheduled Castes or Schedule Tribes if at any stage of selection the competent authority, is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.</p>						
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