



MAHATMA GANDHI UNIVERSITY, KERALA

No. 28903/AD A1/3/2019/AD A 1

Dated: 24.12.2019

Priyadarsini Hills

CIRCULAR

Sub:- Engineering Unit - Divisional Accounts Officer - By-Transfer Appointment -Willingness called for -reg.

Ref :- _____

It has been decided to prepare a list of Assistants/Senior Grade Assistants/Assistant Section Officers who are willing to be considered for by transfer appointment temporarily as Divisional Accounts Officer in the scale of pay of Rs 35700-75600 in the Engineering Unit. The qualification and experience required for the post of Divisional Accounts Officer are attached herewith. The details regarding the duties and responsibilities of the post can be collected from the Ad. A 1 Section.

Those regular employees of the University in the cadre of Assistants/Senior Grade Assistants/Assistant Section Officers having the required qualification and experience (Appendix I) and who are willing to be considered for by transfer appointment as Divisional Accounts Officer in the Engineering Unit on Rs. 35700-75600 may submit their request in writing in the format attached, (Appendix II) to Ad. A 1 Section on or before 15.01.2020. The willingness should be countersigned by the Branch Officer/Head of the Department concerned.

Sd/-

Dr.K Sabukuttan
REGISTRAR (i/c)

To

1. All Sections/ Schools/ Departments/ Centres
2. PS to VC/PVC
3. PA to Registrar/FO/CE
4. Notice Board
5. Stock File/ Day File/ Copy File

Approved for issue

Section Officer