भारतीय लेखापरीक्षा एवं लेखा विभाग
INDIAN AUDIT AND ACCOUNTS DEPARTMENT
कार्यालय प्रधान महालेखाकार (लेखा एवं हकदारी)
OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E)
जम्मू व कश्मीर, श्रीनगर - 190009
JAMMU & KASHMIR, SRINAGAR - 190009

सत्यमेव जयते

SUPREME AUDIT INSTITUTION OF INDIA
लोकहितार्थ सत्यनिष्ठा
Dedicated to Truth in Public Interest

NOTIFICATION

Subject: Invitation of applications for engagement of a Young Professional (YP) for the project "VLC Database, Data-Led Audit and Monthly Civil Accounts".

The Principal Accountant General (A&E), Jammu & Kashmir, invites applications from eligible, qualified and motivated candidates for engagement as a Young Professional (YP) on a contractual basis for the project titled "Voucher Level Computerisation(VLC) Database, Data-Led Audit and Monthly Civil Accounts".

The engagement shall be governed by the guidelines issued by the Comptroller and Auditor General of India (CAG) for the engagement of Young Professionals(YPs) in the Indian Audit and Accounts Department (IA&AD) and on following terms and conditions which may be amended from time to time.

1. Background and Scope of the Project

The Office of the Principal Accountant General (A&E), Jammu & Kashmir, is strengthening its VLC database management system. The selected Young Professional will assist in database management, application development and maintenance, data analysis, development and use of analytical tools etc. to enhance the use of data-led audit techniques and data analytics in the preparation and processing of Monthly Civil Accounts. The engagement will also involve providing technical support for automation and other IT-related requirements connected with the project. The assignments and deliverables shall be specified by the designated officer and shall be measurable and time-bound.

2. Number of Positions

01 (One)- Place of work: Jammu

3. Nature and Duration of Engagement

3.1 The initial period of engagement shall be one year from the date of joining and may be extended for a further period of one year, subject to satisfactory performance and the continuing requirements of the Office. The total period of engagement shall not exceed two years.

3.2. The engagement shall be purely contractual and project-based and shall not confer any right to regular appointment in IA&AD.

3.3. The selected Young Professional shall work under the supervision of the

officer designated by the Head of Office.

4. Eligibility Criteria and Qualifications

4.1. Essential Qualifications

- Graduates, postgraduates or research scholars with a Science/Engineering background and possessing a strong academic record

4.2. Desirable Technical Qualifications and Skills

Preference shall be given to candidates possessing relevant knowledge or practical experience in the following areas:

- Data analytics, data extraction, use of OCR and AI in Data analytics and Voucher level computerisation
- Oracle Applications 10g to 14 c.
- MySQL/PostgreSQL
- Database management, including Oracle Database (up to Oracle 19c).
- Report builder, Form builder, TOAD, SQL developer, Mobaxterm, Java
- Proficiency in Soft wares like Tableau, IDEA, KNIME, Orange, OCR etc.
- Working knowledge of OS - LINUX, Windows latest version.
- Development /usage of API for online services.
- Understanding of Web protocols and standards (TCP/IP, HTTP, SSL, HTML, Java script, DNS etc.
- Programming language like python etc

Applicants shall submit documentary evidence in support of their educational qualifications, technical skills, certifications and relevant experience, wherever applicable.

5. Age Limit

The applicant shall not be more than 30 years of age as on the last date prescribed for submission of applications.

6. Selection Process

The selection process shall comprise the following stages:

a. Screening of applications for the purpose of shortlisting based on eligibility, qualifications and relevant technical skills.
b. Further shortlisting based on interview on telephone
c. Final interview of shortlisted candidates after completion of processes mentioned at a and b above
d. The selection Committee shall recommend the selected candidate and two additional candidates, in order of merit, for placement on a waitlist.
e. No TA/DA shall be admissible for attending the interview.

The competent authority decision regarding selection of the candidate shall be final.

7. Remuneration and Allowances

7.1. A consolidated monthly remuneration not exceeding ₹50,000/- (all-inclusive) shall be paid to the selected Young Professional, depending upon the candidate's qualifications, relevant technical skills and experience.

7.2. No Dearness Allowance (DA), accommodation, residential telephone facility, conveyance/transport facility, foreign travel, personal staff, medical reimbursement, CGHS facilities or any other similar benefits shall be admissible.

7.3. Monthly renumeration shall be released by 7th of the succeeding month subject to verification of attendance and performance certification by the designated Mentor/Head of Office.

7.4. The Young Professional shall be responsible for meeting any tax liability arising from the remuneration received. Tax shall be deducted at source (TDS), wherever applicable, in accordance with the prevailing rules.

7.5 In the event of death, injury or illness of the Young Professional during the period of engagement, neither the Young Professional nor his/her dependants, legal heirs or claimants shall be entitled to compensation from the hiring office under the terms of the engagement.

8. Working Hours and Leave

8.1. The working hours of the Young Professional shall be the same as those prescribed for regular employees of office of the Principal Accountant General (A&E) Jammu & Kashmir. However, the Young Professional can be called to office on closed days or after office hours for office work in exigencies. No additional remuneration or compensatory leave shall be admissible for work performed beyond office hours or on Saturdays, Sundays or Gazetted Holidays.

8.2. The Young Professional shall be eligible for eight days of leave in a calendar year. Leave shall accrue on a pro-rata basis for each completed month of engagement, calculated from the date of joining.

8.3. Unavailed leave shall not be carried forward to the next calendar year. Saturdays, Sundays and Gazetted Holidays falling within a period of leave shall not be counted against the admissible leave.

8.4. No remuneration shall be payable for any absence beyond the admissible leave.

9. General Terms and Conditions

9.1. The Young Professional shall comply with all applicable laws, rules, regulations and instructions relating to secrecy, confidentiality and official conduct. Before joining, the selected candidate shall sign a Declaration of Secrecy and a Non-Disclosure Agreement, as prescribed by this Office.

9.2. The engagement shall not constitute regular employment or appointment of

any nature in the Office of the Principal Accountant General (A&E), Jammu & Kashmir or in IA&AD. It shall not create an employer-employee relationship beyond the contractual engagement.

9.3. The Young Professional shall perform the assigned duties under the supervision of the designated officer and shall not seek or accept instructions from any unauthorised external authority in connection with official work. Non-compliance with applicable instructions may constitute grounds for termination of the engagement.

9.4. The Young Professional shall maintain strict confidentiality regarding all official information, records, documents, databases, source codes and other material accessed, processed or generated during the engagement. Such information shall not be disclosed, published, copied or shared, in whole or in part, without prior written approval of the competent authority. This obligation shall continue even after completion or termination of the engagement.

9.5. The Young Professional shall avoid any actual or potential conflict of interest between personal interests and official duties and shall promptly disclose any such conflict to the designated Mentor/Head of Office. The Office reserves the right to take appropriate action, including immediate termination of the engagement, where a conflict of interest arises or is likely to arise.

9.6. All official documents, records, reports, correspondence, databases, source codes and other materials provided to or generated by the Young Professional in connection with the project shall remain the property of this Office/CAG. The Young Professional shall ensure their proper custody and prevent unauthorised access, alteration, destruction, loss or misuse.

9.7 The provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, shall apply to the engagement.

10. Termination of Engagement

10.1. Unauthorised absence from the project/work for a continuous period of eight days without information or valid justification, shall render the Young Professional liable for termination of engagement.

10.2. The Head of Office may terminate the engagement in accordance with the applicable terms and conditions. Ordinarily, one month's notice shall be given for termination of the engagement.

10.3. The Young Professional may also seek termination of the engagement by giving one month's notice to this Office.

11. Return of Official Materials and Property

Upon completion or termination of the engagement, the Young Professional shall return to this Office all official papers, drawings, notes, memoranda, manuals, specifications, designs, devices, documents, electronic storage media and any other material containing or disclosing confidential or proprietary information. The

Young Professional shall also return all keys, access cards, identity cards and other property belonging to this Office.

12. References and Undertaking

12.1. The applicant shall furnish details of two references, preferably from the present institution/employer or the institution last attended, along with the requisite integrity certificates or other prescribed declarations, as applicable.

12.2. The selected candidate shall furnish a self-undertaking declaring that he/she has no criminal record and that no criminal case is pending against him/her before any court of law.

13. Performance Appraisal and Feedback

13.1. The performance of the Young Professional shall be monitored continuously by the competent authority to ensure that the work undertaken is aligned with the objectives and deliverables of the project.

13.2 An annual performance assessment shall be undertaken by the Head of Office on the basis of the performance reports, work completed and deliverables achieved.

13.3. The Young Professional shall provide feedback regarding the engagement programme and the progress of the project on a monthly basis and whenever required by the Office.

14. How to Apply

14.1. Eligible candidates may submit their updated Curriculum Vitae (CV)/Resume, along with self-attested copies of educational qualifications, technical certifications, experience certificates, integrity certificates from two references and other relevant supporting documents, through both of the following modes:

- **Email:** dyagadmin.jnk.ae@cag.gov.in
- **Google Form:** **https://forms.gle/ruBU2PyErU6JqZ4P9**

14.2. The subject line of the email shall be:

"Application for Engagement of Young Professional (YP) – VLC Database, Data-Led Audit and Monthly Civil Accounts".

14.3. **Last date for submission of applications:** 25.11.2026, up to 5:00 PM.

14.4. Applications received after the prescribed deadline or without the requisite supporting documents may not be considered.

14.5. The Office reserves the right to modify or cancel the selection process, or not to fill the advertised position, without assigning any reason.

Digitally signed by
Sahil Sangwan
Date: 23-10-2026
13:09:49
Sr. Dy. Accountant General (Admn)

NO: Admn-I|A&E|S-4|2026-27|2244-48
Date: 23-10-2026

Copy to:

1. Secretary to Pr. AG (A&), Srinagar
2. Sr. A. O (Admn)-Srinagar/Jammu with request to publish this circular in mainstream Newspapers
3. Sr. Accounts Officer (ICT/TM)- Srinagar/Jammu with request to upload this circular on official website.
4. CA to Sr. DAG (Admn/Accounts/pension)
5. Assistant Director (Hindi Cell)

Digitally signed by
Vinay Kumar
Date: 23-10-2026
14:29:29
Sr. Accounts Officer (Admn)