



Delhi Development Authority
Vikas Sadan, INA, New Delhi
(Website <http://dda.org.in>)

ADVERTISEMENT FOR WALK-IN-INTERVIEW
(Reference Advertisement F. No : F.7(263)2013/PB-I

Sl. No.	Category	Category wise reservation				Total No. of Vacancies.
		UR	OBC	SC	ST	
1.	Assistant Accounts Officer	11	05	03	01	20

DDA invites applications for filling up the post of Assistant Accounts Officer:-

Sl. No	Category	Consolidated remuneration per month	Essential Education Qualification for the post	Maximum Age (as on 31-01-2014)	Venue, Date & Time of Walk-in-Interview
1.	Assistant Account Officer	Rs 34,000/-	(CA/CS /ICWA/Master in Financial Control / MBA (Finance) or equivalent.	Not exceeding 30 years	Conference Hall, B-Block, Ground Floor, Vikas Sadan, INA, New Delhi-110023, Registration for interview/checking of documents from 10.00 A.M. to 11.00 A.M. on Date: 04.02.2014 Late comers will not be allowed.

Instructions for Candidates:-

1. The posts are temporary and engagement is purely on contractual basis for a period of 1 year and will confer no right to the candidates to permanent employment against said posts. Candidates are requested to bring duly filled in Application form (in prescribed format), 02 passport size photographs and all original documents alongwith one set of photocopies of the documents in support of the educational qualifications and experience, if any, on date of interview.

2. The criteria for selection shall include the marks obtained by the candidate in the required essential qualifications for the post and merit would be chalked out by giving weightage to marks obtained by the candidate in his/her essential qualifications alongwith the marks obtained in interview; and

3. DDA reserves the right to impose a minimum cut-off percentage of marks in the essential qualifications obtained by the prospective candidates in case of huge number of applicants turn out for the interview. The decision in this regard will be taken on the spot, no representation of any kind will be entertained in this regard.

Commissioner (Personnel)
Delhi Development Authority

APPLICATION FORMAT

1. **Post applied for:-**

(In block letters)

Latest passport size colour photograph
--

2. Category (Gen/SC/ST/OBC)	3. Gender (Male/Female)	4. Nationality

5. **Name of the candidate (in capital letters)**

6. **Father's/Husband's Name**

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

7. **Date of Birth (DD/MM/YY)**

8. **Age as on 31.01.2014(Day/Month/year)**_____

9. **Address for communication**

10. **Valid E-mail address** _____

11. **Contact Number – (1) Landline** _____ **;** **(2) Mobile** _____

12. **Educational/Professional/Technical qualification (Starting from Class 10th onwards)**

Examination Passed	Discipline/Specialization/Subjects	Board/University	Year of Passing	Duration of course (in months)	Percentage of marks	Division

13. Experience, if any, starting from previous to present (Total Experience ___ Years ___ Months)

Employer's Name & Address (also indicate whether Central/Govt/State Govt/PSC/Private)	Designation	Scale of pay/Salary per annum	Length of Service		Total Experience in Years	Nature of work, in brief
			From	To		

DECLARATION TO BE SIGNED BY THE CANDIDATE

I hereby certify and declare that I am an Indian National. I have read the provisions stated in the Advertisement. All the statements made and information provided by me in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information or part of it being found false or incorrect at any stage, action can be taken against me by the DDA and my candidature/appointment shall automatically stand cancelled/terminated.

Place :

Dated:

(Signature of the Applicant)