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REVISED DRAFT SCHEDULE TO THE RECRUITMENT RULES FOR THE POST
OF ENFORCEMENT OFFICER/ ASSISTANT ACCOUNTS OFFICER IN THE
EMPLOYEES' PROVIDENT FUND ORGANISATION

1.	Name of the post	Enforcement Officer/Assistant Accounts Officer
2.	No. of Posts	1721 (2002)
3.	Classification	Subject to variation dependent on workload Group 'B'
4.	Scale of Pay	Rs 5500-175-9000
5.	Whether Selection post or non-selection post.	Selection-cum-seniority
6.	Age limit for direct recruits	Not exceeding 32 years (relaxable for Govt. servants and employees of Employees' Provident Fund Organisation up to 5 years in accordance with the instructions/orders issued by the Central Government). Note The crucial date for determining the age limit shall be the closing date for receipt of application from candidates in India (and not the closing date prescribed for those in North Eastern Region, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti district and Pangi Sub-Division of Chamba district of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep).
7.	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension) Rules, 1972.	Not applicable
8.	Educational and other qualifications required for direct recruits.	Essential:- (a) Degree of recognised university or equivalent (b) 3 years, experience of Administration Accounts or Establishment matters in a Government office/ Autonomous/ Statutory Organisation/Public body or commercial organisation of repute. Note I: Qualifications are relaxable at the discretion of the Central Provident Fund Commissioner/ Staff Selection Commission in the case of candidates otherwise well qualified. Note II: The qualification(s) regarding experience is/are relaxable at the discretion of the Central Provident Fund Commissioner/Staff Selection Commission in the case of candidates belonging to Scheduled Castes and Scheduled Tribes if at any stage of selection the Central Provident Fund Commissioner/Staff Selection

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		<p>Commission 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> <p><u>Desirable:</u> Degree in law from a recognised university or equivalent.</p>
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the cases of promotees.	Not applicable
10.	Period of Probation, if any.	2 years
11.	Method of recruitment whether by direct recruitment or by promotion or by deputation / transfer & percentage of the vacancies to be filled by various methods.	<ul style="list-style-type: none"> - 50% by Promotion (other than examination quota) - 25% by promotion on the basis of Departmental Competitive examination - 25% by Direct Recruitment.
12.	In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made.	<p><u>(i) PROMOTION (OTHER THAN EXAMINATION QUOTA-50%</u> Section Supervisors with five years regular service in the scale of Rs. 5000-8000 serving in the respective Regions and possessing educational qualification of matriculation or equivalent.</p> <p><u>(ii) PROMOTION (LIMITED DEPARTMENTAL COMPETITIVE EXAMINATION QUOTA-25%</u> Section Supervisors with three years regular service in the pay scale of Rs. 5000-8000 and Upper Division Clerks/ Assistants/ Stenographers/ Data Entry Operator. Gr. 'A' with five years regular service in the scale of Rs. 4000-6000 in the respective regions and Junior Hindi Translators in the pay scale of Rs. 4500 - 7000 with five years' regular service in the respective Regions.</p>
13.	If Departmental Promotion Committee exists what is its composition.	<p>Group 'B' : Departmental Promotion Committee (for considering promotion/confirmation):</p> <ul style="list-style-type: none"> (i) Addl. CPFC (Zone) : Chairman (ii) R.P.F.C. in-Charge of respective region : Member (iii) An officer of the ESIC in the region : Member
14.	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.	Consultation with the Union Public Service Commission not necessary.