



कर्मचारी भविष्य निधि संगठन
Employees' Provident Fund Organisation
 (श्रम एवं रोजगार मंत्रालय, भारत सरकार)
 (MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA)



मुख्य कार्यालय/Head Office
 द्वितीय तल, ब्लॉक-II, ईस्ट किदवई नगर, नई दिल्ली-110 023
 Second Floor, Block II, East Kidwai Nagar, New Delhi-110 023
 website: www.epfindia.gov.in, www.epfindia.nic.in

No. EPFO/HO/REC/Deputation/Advt-04/2025/

Dated:

11 8 JUL 2025

Subject: - Regarding filling up the posts on deputation basis in Employees' Provident Fund Organisation.

Applications are invited from the eligible candidates to fill up the following posts on deputation basis in various offices of Employees' Provident Fund Organisation:

Sl. No.	Name of the Post	Scale of Pay	No. of vacant posts	Location of the IAP-Headquarters for these posts & nos. of posts in each IAP
1.	Assistant Audit Officer (AAO)	Level-7 in the Pay Matrix (Rs 44900-142400) [PB-2 Rs. 9300-34800 GP Rs. 4600/- (prerevised)]	14	Ahmedabad(1), Bengaluru(1), Chennai(1), Delhi & Head Office, New Delhi (3), Hyderabad(1), Kanpur(1), Kolkata(3), Mumbai (Bandra)(2), Pune(1)
2.	Auditor	Level-6 in the Pay Matrix (Rs 35400-112400) [PB-2 Rs. 9300-34800 GP Rs. 4200/- (prerevised)]	45	Ahmedabad(3), Bengaluru(4), Bhopal(3), Chandigarh(2), Chennai(4), Delhi & Head Office, New Delhi (11), Hubli(3), Hyderabad(2), Kanpur(1), Kolkata(2), Mumbai(Bandra)(3), Patna(3), Pune(4)

Note: The number of vacancies and the place of posting are subject to change as per requirements.

I. Eligibility conditions for the post of Assistant Audit Officer (AAO)

Officers of the Employees' Provident Fund Organisation/Central Government/State Government:

- Holding analogous posts on regular basis; or
 - With 05 years of regular service in posts in the Level-6 of the Pay Matrix (Rs 35400-112400) [PB-2 Rs 9300-34800 with G.P Rs 4200/- [Rs 5500-9000 (5th CPFC)- (pre-revised)] or equivalent; or
 - With 07 years of regular service in Level-6 of the pay matrix (Rs 35400-112400) [PB-2 Rs 9300-34800 with G.P 4200/- [Rs 5000-8000 (5th CPC)- pre-revised]] and
- (B) Possessing the experience in Accounts/Audit of Public Funds.

Note: Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation/Department of the Central Government shall ordinarily not exceed 4 years.

II. Eligibility conditions for the post of Auditor

Officers of the Employees' Provident Fund Organisation/Central Government/State Government:

- (i) Holding analogous posts on regular basis; or
- (ii) With 05 years of regular service in Level-5 of the Pay Matrix (Rs. 29200-92300) [PB-1 Rs 5200-20200 with G.P Rs 2800/- (pre-revised)] [Rs 4500-7000 (5th CPFC)] or equivalent and
- (B) Possessing the experience in Accounts/Audit of Public Funds.

Note: Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation/Department of the Central Government shall ordinarily not exceed 4 years.

General terms & conditions of deputation in the Employees' Provident Fund Organisation

- (1) The deputation will be governed as per the instructions issued by the Department of Personnel & Training from time to time as per the provisions of the Recruitment Rules of the respective cadre and the tenure of deputation will be initially for a period of three (03) years and extendable as per DOP&T guidelines. The matter of pay and allowances will be governed strictly by the orders of the Central Government for such comparable posts. Preference will be given to the officers whose pay and allowances are governed by the Central Government rules including GPF Rules. The candidates should be holding the analogues post on substantive basis. The appointment in Employees' Provident fund Organisation will be further subject to acceptance of the terms and conditions of appointment issued by the Employees Provident Fund Organisation, if found necessary. **The maximum age limit of the applicant should not be exceeding 56 years as on the closing date of receipt of applications.**
- (2) In case the selected official seeks repatriation before completion of two years on deputation, no transfer TA/DA will be paid on repatriation. Further, if any official seeks repatriation within one year or less, Transfer TA/DA already paid, if any is also liable to recovered.
- (3) The job of Assistant Audit Officer and Auditor requires extensive and continuous tours away from the Headquarters for the purpose of conducting Audit of EPFO offices. The applicants are advised to go through the Audit Manual of EPFO available at EPFO website www.epfindia.gov.in
- (4) Willing and eligible officials must neatly fill **Annexure-I** of this advertisement and shall forward the same alongwith the application through proper channel to EPFO. A note shall also be added starting how the candidate finds himself/herself suitable for the post.
- (5) The **Cadre Controlling Authority** shall forward the application complete in all respect with requisite documents namely last 05 years APARs, Annexure-I, duly filled in Certificate [Annexure-II], latest Vigilance Clearance Certificate within **60 days** from the date of publication of the advertisement.
- (6) **The HARD COPY of the application THROUGH PROPER CHANNEL** must be sent **within 60 days** from the date of publication of the advertisement to Employees' Provident Fund Organisation, Head Office by name to **Shri Deepak Arya, Regional Provident Fund Commissioner-II (Recruitment Division), Plate A, Ground Floor, Block II, East Kidwai Nagar, New Delhi-110023.**


- (7) Applications which are not received through proper channel and sent after the stipulated period are liable to be rejected. It may be noted that mere possession of the qualification does not entitle EPFO official for appointment to the post of Vigilance Assistant on deputation terms. Employees' Provident Fund Organisation reserves the right to reject any application without specifying any reason.
- (8) In case the officer is already on deputation, the application of such officer should be forwarded by the parent cadre / department along with Cadre Clearance, Vigilance Clearance and Integrity Certificate.


(Deepak Arya)

**Regional P.F Commissioner-II
(Recruitment Division)**

Copy to :(Through EPFO Website)

1. P.S to CPFC for information.
2. All Addl. CPFCs in the Zones/Director (PDNASS).
3. All Regional P.F. Commissioners/Zonal Training Institutes.
4. All Addl. CPFCs(HQ)/Addl. CPFC(HQ)(IS)/Addl. CPFC(IS), Head Office
5. RPF(ASD) in the Head Quarters for necessary action.
6. Chief Vigilance Officer, Head Office for information.
7. RPF(NDC), Dwarka, New Delhi for uploading the O.M. in the Official website.


(Deepak Arya)

Regional P.F Commissioner-II (Recruitment Division)

Name of the post applied for: _____
 (Separate application required if applying for both the posts)

S.No	Details required:	Details furnished
01.	Name of the applicant (in BLOCK letters): Designation: Pay Level: Date of entry into service:	
02.	Date of Birth (in Christian Era)	
03.	Educational Qualification:	
04.	Details of the Office in which the official is working alongwith postal address, Telephone No. and Email ID of the office.	
05.	Status of the Department: Whether it is Central Government /State Government and Name of the Ministry/Department:	
06.	Date of retirement on superannuation under Central/State Government rules	

07.	Details of employment in chronological order (Enclose a Separate Sheet, if required)					
	Name of the Organisation /Institute/ Department	Post Held (Regular)	From	To	Pay Level of post held on regular basis	Period of Experience and nature of duties

Important: Pay Level granted under MACP/NFSG/NFU are personal to the official and therefore, should not be mentioned. Only Pay Level/Pay Scale of the post held on regular basis to be mentioned. Details of financial upgradation under MACP/NFSG/NFU with present Pay Level/Pay Scale where such benefits have been drawn by the applicant may be indicated as below-

Organisation/Department	Pay Level drawn under MACP/NFU/NFSG Scheme	From	To

08.	Nature of present employment: i.e. Adhoc or Temporary or Quasi-Permanent or Permanent	
09.	In case the present employment is held on deputation/contract basis, please state: <ul style="list-style-type: none"> • The date of initial appointment • Period of appointment on deputation/contract • Name of the parent office/Organisation to which the applicant belongs • Name of the post and Pay of the post held in substantive capacity in the parent Organisation 	

10.	Whether being on deputation earlier (Yes/No) If Yes, details thereof Whether mandatory cooling-off period completed after completion of deputation period (Yes/No). If yes, date of completion of cooling-off period				
11.	Total emoluments drawn per month				
12.	Whether belong to SC/ST/OBC:				
13.	Last 05 years APAR grading				
	2019-20	2020-21	2021-22	2022-23	2023-24
14.	Indicate max. three choice of stations (in order of preference)				
15.	Additional information, if any, in support of suitability for the post. Enclose a separate sheet, if the space is insufficient.				

Undertaking: I have carefully gone through the vacancy circular / advertisement and the information / details furnished by me are correct and true to the best of my knowledge and no material fact has been suppressed / withheld.

Place:

Date:

Signature of the Candidate

Mobile No:

e-mail ID:

ANNEXURE-II

Certificate (To be given by the Cadre Controlling Authority)

1. Certified that the particulars of the officer as furnished above have been verified and found to be correct.
2. The officer is holding the post / analogous post on regular basis.
3. Certified that no disciplinary proceedings are pending/contemplated against the officer.
4. The integrity of the officer is also certified.
5. A list of major/minor penalties imposed during the last 10 years, if any are enclosed.
6. Copies of last 05 years APARs are enclosed.

Encl:-

**Signature of the Cadre Controlling Authority/
Head of the Department with Seal**

**Office Telephone No.
E-Mail Id:**
