

संघ राज्य प्रशासन, लद्दाख

वित्त विभाग



THE ADMINISTRATION OF
UNION TERRITORY OF LADAKH

FINANCE DEPARTMENT

F. No. A/2916/2026-47257/1980-1986

ई-मेल/email:director-at@ladakh.gov.in

यूटी सचिवालय, लेह/UT Secretariat, Leh,

Dated: 20.08.2026

Subject: Filling up of the posts of Director and Joint Director/Chief Controller of Finance in the Finance Department, UT of Ladakh, on Deputation (including Short Term Contract) basis – reg.

Circular No. 22-F of 2026

Dated: 20.08.2026

The Finance Department, UT Administration of Ladakh, intends to fill up the following vacant posts on Deputation (including Short Term Contract) basis from amongst officers of the Central Government / State Governments / Union Territory Administrations / Public Sector Undertakings / Universities / Recognized Research Institutions / Autonomous Bodies / Statutory Organizations in terms of the applicable Recruitment Rules of the respective posts, as detailed below.

Last date for receipt of applications: 60 days from the date of publication of this advertisement on employment news.

Post 1.

2. Name of Post	Director
Number of Vacancies*	2 (Two)
Classification	General Central Service, Group 'A' Gazetted (Non-Ministerial)
Level in the Pay Matrix	Level-13 (123100–215900)
Method of Recruitment	Promotion, failing which by Deputation (including Short Term Contract)
Eligibility Conditions for Deputation (including Short Term Contract)	Officers of the Central Government / State Governments / Union Territory Administrations / Public Sector Undertakings / Universities / Recognized Research Institutions / Autonomous Bodies / Statutory Organizations: (a) (i) Holding analogous post on regular basis in the parent cadre/department; or (ii) with 5 years' regular service in a post in Level-12 or equivalent in the parent cadre/department; and (b) Possessing: (i) a Bachelor's degree from a recognized University/Institute; and (ii) 7 years' experience in Finance and Accounts Administration.

Period of Deputation	Ordinarily not exceeding five (05) years, including the period of deputation already held in another ex-cadre post immediately preceding this appointment in the same or any other organisation/department.
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Post 2.

1. Name of Post	Joint Director / Chief Controller of Finance
Number of Vacancies*	3 (Three)
Classification	General Central Service, Group 'A' Gazetted (Non-Ministerial)
Level in the Pay Matrix	Level-12 (78800–209200)
Method of Recruitment	Promotion, failing which by Deputation (including Short Term Contract)
Eligibility Conditions for Deputation (including Short Term Contract)	Officers of the Central Government / State Governments / Union Territory Administrations / Public Sector Undertakings / Universities / Recognized Research Institutions / Autonomous Bodies / Statutory Organizations: (a) (i) Holding analogous post on regular basis in the parent cadre/department; or (ii) with 5 years' regular service in a post in Level-11 or equivalent in the parent cadre/department; and (b) Possessing: (i) a Bachelor's degree from a recognized University/Institute; and (ii) 6 years' experience in Finance and Accounts Administration.
Age limit	Not exceeding 56 years as on the last date of receipt of applications.
Period of Deputation	Ordinarily not exceeding three (03) years, including the period of deputation already held in another ex-cadre post immediately preceding this appointment in the same or any other organisation/department.

**Number of vacancies is provisional and may vary at the discretion of the Competent Authority.*

- The Departmental Officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.
- The pay and other terms and conditions of deputation (including Short Term Contract) shall be regulated in accordance with the Department of Personnel & Training (DoPT) O.M. No. 6/8/2009-Estt.(Pay-II) dated 17.06.2010, as amended from time to time, and other extant instructions of DoPT/Government of India applicable to Union Territories without legislature.
- Applications of willing and eligible officers, who can be spared immediately in the event of selection, may be forwarded (in triplicate), through proper channel, in the enclosed Bio-data Proforma (**Annexure-I**), together with the certificate from the forwarding authority (in Proforma Annexure-II), so as to reach within the 60 days from the date of publication of this advertisement on employment news.

**Director, Accounts & Treasuries,
Finance Department,
Wildlife Building, UT Secretariat,
Leh, UT of Ladakh – 194101**

5. The application must be accompanied by the following documents, failing which it is liable to be rejected:

- (a) Complete and up-to-date Confidential Reports/APARs (attested, page-wise, by an officer not below the rank of Under Secretary to the Government of India or equivalent) for the last five (05) years;
- (b) Integrity Certificate;
- (c) Vigilance Clearance Certificate;
- (d) Statement showing major/minor penalties, if any, imposed on the officer during the last 10 years (or a 'Nil' certificate);
- (e) Cadre Clearance Certificate from the Cadre Controlling Authority;
- (f) Certificate from the employer/Cadre Controlling Authority (in Proforma Annexure-II) that the particulars furnished by the officer have been verified and found correct, and that the officer, if selected, will be relieved immediately to join the post.

6. Applications received after the closing date, or without the documents mentioned in para 5 above, or not routed through proper channel, are liable to be rejected. Candidates who apply for the post will not be permitted to withdraw their candidature subsequently.

7. Officers who are already on deputation to any other Ministry/Department/Organization are not eligible to apply for these posts while on deputation to the borrowing organisation.

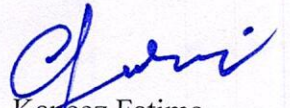
8. Advance copies of applications, or applications received directly from officers without being routed through the proper channel/Cadre Controlling Authority, will not be considered.

9. This Vacancy Circular, along with the Bio-data Proforma, is also available on the official website of the Administration of UT of Ladakh.

Sd/-
Tsewang Tharchin, (IA&AS)
Commissioner Secretary
Finance Department, UT of Ladakh

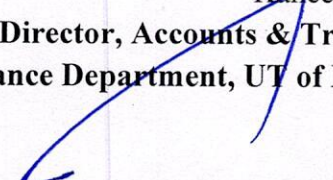
Copy to the :

1. All Chief Secretaries of States/UTs and Secretaries to Government of India, Ministries/Departments – with a request for circulation.
2. Administrative Secretary, General Administration Department, UT of Ladakh.
3. Secretary to Lieutenant Governor, UT of Ladakh.
4. Technical Director, NIC, UT Ladakh, with the request to upload the Circular on the official website.
5. Joint Director Information & Public Relations, UT of Ladakh, with the request to provide wide publicity in National Print Media and Employment News.
6. OSD to Chief Secretary/Administrative Secretary, Finance Department, UT of Ladakh.
7. Private Secretary, to Commissioner/Administrative Secretary, Finance Department, UT of Ladakh.



Kaneez Fatima

**Director, Accounts & Treasuries
Finance Department, UT of Ladakh.**



Annexure-I

Proforma for application to the post of Director, Level-13 on Deputation (including Short Term Contract) basis in the Finance Department, UT of Ladakh.

BIO-DATA PROFORMA

1. Name and postal address (in Block Letters) with Telephone/Mobile No.	
2. Date of Birth (in Christian Era)	
3. Date of retirement under Central/UT Government Rules	
4. Educational qualifications and Experience <i>(Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.)</i>	
5(A). (i) Holding analogous post on regular basis in the parent cadre/department; or (ii) with 5 years of regular service in post in a pay Level-12 as applicable to the post applied for, in the pay matrix or equivalent in the parent cadre/department, rendered after appointment thereto on a regular basis; and	
5(B). Educational Qualifications: - Essential: Bachelor's degree from a recognized University or Institute.	
5(C). Desirable: Not prescribed.	
5(D). Experience: - 7 years, as applicable to the post applied for, experience in Finance and Accounts Administration.	
<i>[Please enclose supporting documents for point number 5(A), 5(B), 5(C) and 5(D)]</i>	
6. Please state clearly whether, in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.	
6.1 Note: Lending departments/Cadre Controlling Authorities are to provide their	

specific comments/views confirming the relevant Essential Qualification/Work Experience possessed by the candidate (as indicated in the Bio-data) with reference to the post applied for.	
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7. Details of employment, in chronological order (starting from entry into Government service). Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

Office/ Organization	Whether Central Government/State Governments/UTs/ Universities/ recognized research Institute/PSUs/statutory/ autonomous organization	Post held	Level of pay & basic pay	Period of Service – From	Period of Service – To	Nature of appointment (regular/ Ad-hoc/ Deputation)	Nature of duties with brief details of works performed during the appointment
1	2	3	4	5	6	7	8

8. (a) Name of parent office/Organization to which you belong (b) Category of parent office (whether Central Government/State Government/UT/ Others) (c) Nature of employment (whether ad-hoc/temporary/permanent) (d) Name of the post and pay of the post held in substantive capacity in the parent organisation.	
9. In case the present employment is held on Deputation/contract basis, please state: (a) The date of initial appointment (b) Period of appointment on Deputation/contract. (c) Also provide details of the post held on Deputation in the past by the applicant, date of return from the last deputation & other details.	
Note: In case of officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department along with Cadre Clearance, Vigilance Clearance & Integrity Certificate.	

10. Please state whether you are working in the same department and are in the feeder grade or feeder to feeder grade.	
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11. Are you in revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale:

Date	Pay scale (pre-revised) with Grade Pay	Basic pay (pre-revised)	Date of revision of pay	Revised Basic Pay as per 7th CPC	Level of Pay in 7th CPC Matrix

12. Total emoluments drawn per month (Basic Pay and Pay Level in the Pay Scale as per 7th CPC)	
13. Additional information, if any, which you would like to mention in support of your suitability for the post. <i>(This, among other things, may provide information with regard to (i) additional academic qualifications, (ii) professional training, and (iii) work experience over and above that prescribed in the Vacancy Circular/Advertisement.)</i> <i>(Enclose a separate sheet if the space is insufficient.)</i>	
14. Full postal address of forwarding authority with name & telephone number	
15. Whether belongs to SC/ST	
16. Remarks	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the curriculum vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

Signature of the candidate:

Full office address:

Tel./Mobile No.:

Email ID:

Annexure-I

Proforma for application to the post of Joint Director/Chief Controller of Finance, Level-12 as applicable, on Deputation (including Short Term Contract) basis in the Finance Department, UT of Ladakh.

BIO-DATA PROFORMA

1. Name and postal address (in Block Letters) with Telephone/Mobile No.	
2. Date of Birth (in Christian Era)	
3. Date of retirement under Central/UT Government Rules	
4. Educational qualifications and Experience <i>(Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.)</i>	
5(A). (i) Holding analogous post on regular basis in the parent cadre/department; or (ii) with 5 years' regular service in a post Level-11, as applicable to the post applied for, in the pay matrix or equivalent in the parent cadre/department, rendered after appointment thereto on a regular basis; and	
5(B). Educational Qualifications: - Essential: Bachelor's degree from a recognized University or Institute.	
5(C). Desirable: Not prescribed.	
5(D). Experience: - 6 years, as applicable to the post applied for, experience in Finance and Accounts Administration.	
[Please enclose supporting documents for point number 5(A), 5(B), 5(C) and 5(D)]	
6. Please state clearly whether, in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.	
6.1 Note:	

Lending departments/Cadre Controlling Authorities are to provide their specific comments/views confirming the relevant Essential Qualification/Work Experience possessed by the candidate (as indicated in the Bio-data) with reference to the post applied for.	
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7. Details of employment, in chronological order (starting from entry into Government service). Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

Office/ Organization	Whether Central Government/State Governments/UTs/ Universities/ recognized research Institute/PSUs/statutory/ autonomous organization	Post held	Level of pay & basic pay	Period of Service – From	Period of Service – To	Nature of appointment (regular/ Ad-hoc/ Deputation)	Nature of duties with brief details of works performed during the appointment
1	2	3	4	5	6	7	8

8. (a) Name of parent office/Organization to which you belong (b) Category of parent office (whether Central Government/State Government/UT/ Others) (c) Nature of employment (whether ad-hoc/temporary/permanent) (d) Name of the post and pay of the post held in substantive capacity in the parent organisation.	
9. In case the present employment is held on Deputation/contract basis, please state: (a) The date of initial appointment (b) Period of appointment on Deputation/contract. (c) Also provide details of the post held on Deputation in the past by the applicant, date of return from the last deputation & other details.	
Note: In case of officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department along with Cadre Clearance, Vigilance Clearance & Integrity Certificate.	

10. Please state whether you are working in the same department and are in the feeder grade or feeder to feeder grade.	
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11. Are you in revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale:

Date	Pay scale (pre-revised) with Grade Pay	Basic pay (pre-revised)	Date of revision of pay	Revised Basic Pay as per 7th CPC	Level of Pay in 7th CPC Matrix

12. Total emoluments drawn per month (Basic Pay and Pay Level in the Pay Scale as per 7th CPC)	
13. Additional information, if any, which you would like to mention in support of your suitability for the post. <i>(This, among other things, may provide information with regard to (i) additional academic qualifications, (ii) professional training, and (iii) work experience over and above that prescribed in the Vacancy Circular/Advertisement.)</i> <i>(Enclose a separate sheet if the space is insufficient.)</i>	
14. Full postal address of forwarding authority with name & telephone number	
15. Whether belongs to SC/ST	
16. Remarks	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the curriculum vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

Signature of the candidate:

Full office address:

Tel./Mobile No.:

Email ID:

Annexure-II

Certificate to be furnished by the Employer/ Head of Office/ Forwarding Authority

Certified that the information/details provided in the above application by the applicant namely _____ are true and correct as per the facts available on records. He/she possesses the educational qualifications and experience mentioned in the vacancy circular. If selected, he/she will be relieved immediately.

Also certified that: -

(i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt. _____.

(ii) His/Her integrity is certified.

(iii) Photocopies of the APARs for the last 5 years (for the years _____ to _____) duly attested by an officer of the rank of Under Secretary to the Government of India or above, are enclosed.

(iv) No major/minor penalty has been imposed on him/her during the last 10 years. *

(v) A list of major/minor penalties imposed on him/her during the last 10 years is enclosed. *

(*Strike out whichever is not applicable.)

Signature :

Name & Designation :

Telephone No. :

Fax No. :

Office Seal :

Place:

Date:

List of enclosures:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.