

ANDHRA PRADESH POWER GENERATION CORPORATION LIMITED
VIDYUT SOUDHA :: VIJAYAWADA

Circular Memo No.CGM (Adm, IS & ERP)/DS(E)/DGM(E)/PO. A/A2/359/2022, Date. 27.04.2022

Sub: Estt. – APGENCO – Accounts Service – Deputation for the post of Junior Accounts Officer to APSECM - Calling willingness of the eligible candidates – Reg.

Ref: Lr.No./SECY/APSECM/F: Estt/D. No:946/2022, Dt:08.04.2022.

* * *

In the reference cited, it was stated that APSECM requires the services of one Junior Accounts Officer on deputation basis from AP Power utilities to perform accounting and financial tasks as stated therein and requested to furnish the list of Jr. Accounts Officers who are willing to work on deputation basis for a period of 1 year and maximum extension upto 3 years on mutual consent. A copy of the Energy Department letter dtd.08.04.2022 received in the reference cited is enclosed herewith.

2. Therefore, all the FA&CCA's, Chief Engineers/Heads of the Power Generating Stations of APGENCO are hereby informed to go through the letter dtd 08.04.2022, circulate to the Jr. Accounts Officers under their control and solicit their willingness as per criteria laid down in the letter cited. Upon receipt of the willingness from the interested candidates, their names, along with their requests, should be sent to the Chief General Manager (Adm, IS & ERP) office immediately, i.e., on or before 10 days from the date of this Memo, for onward transmission to the APSECM for taking further necessary action.

Encl: As above

B. SREEDHAR,
CHAIRMAN & MANAGING DIRECTOR

To

The FA&CCA (Res & Accounts//Audit & Trust)

All the Chief Engineers/Heads of the Power Generating Stations

Copy to the:

Dy.EE(T) to the Managing Director

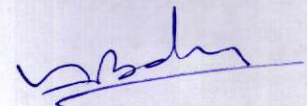
AO to the Director (Fin & Comml.)

PO to the Director(HR&IR)

PA to the Chief General Manager (Adm, IS & ERP)

Stock file.

//FORWARDED:: BY ORDER//

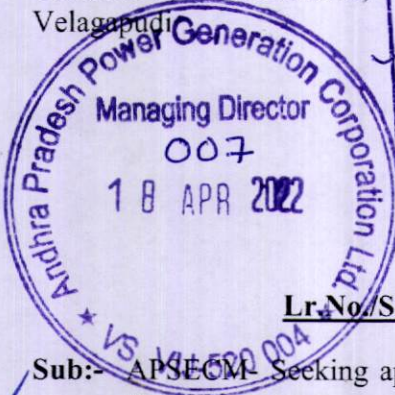


PERSONNEL OFFICER

4

File No. APTRAN-13/12/2020-ED-GEN-APTRANSCO
ENERGY DEPARTMENT, GOVERNMENT OF ANDHRA PRADESH

From
Secretary Energy Govt. of AP
BLOCK-2, AP Secretariat,
Velagapudi



Director (HR & IR)
APGENCO, Vidyut Soudha
INWARD No: 545
Date 20-04-2022
CGM/Adm, IS&ERP
CV&SO
Peshi
2014
Director (HR&IR)

To
The Chairman & Managing Director, APTRANSCO.
The Managing Director, APGENCO.
The Chairman & Managing Director, APSPDCL.
The Chairman & Managing Director, APEPDCL.
The Chairman & Managing Director, APCPDCL.

Lr.No./SECY/APSECM/F: Estt /D.No:946/2022, Dt:08 .04.2022.

359
4/9/22
Sub:- APSECM Seeking applications for the post of one Junior accounts officer (JAO) from interested JAOs from AP Power Utilities to work in APSECM on Deputation basis duly conducting interviews-Reg.

Ref: E-office File, Computer No:1114577, File No: APTRAN13/12/2020-ED-GEN-APTRANSCO

Dir (HR & IR)

As requested by CEO/APSECM vide ref. cited, APSECM require services of one Junior Accounts Officer(JAO) on deputation basis from AP Power utilities to perform accounting and financial tasks such as Daily cashbook maintenance, preparation of ledger accounts, Monthly taxes (TDS) (IT & GST) payments, Quarterly tax returns filing, Monthly salary disbursement, salary/related accounts maintenance, various funds balance accounting and reconciliation, Monthly bank reconciliation statement, Issue of Form -16 at the end of the year, filing of currents, letters etc., correspondence with power utilities etc.

In this connection, the CMD/APTRANSCO, MD/APGENCO and CMDs of DISCOMs may issue instructions to the concerned to furnish list of interested JAOs willing to work in APSECM and the list may be sent to (Mail id: ceo.secm@gmail.com). An interview shall be conducted by the selection committee for the applicants for selection of one JAO. The HR expenditure of the selected JAO can be met from the funds being provided by Power Utilities to APSECM as is being provided to existing engineers working in APSECM. The deputation period shall be initially for a period of one year and may be extended up to 3 years on mutual consent.

CEO/APSECM, (Mob: 9440811118, 9848858049) may be contacted for any further communication in this regard.

Chief General Manager
(Adm, IS & ERP)
APGENCO, V.S. VIJAYAWADA-4.
Inward No: 37
20 APR 2022
DS/Adm/Per
SE/ERP & IT
SE/Eng
DE/MPP/Tel
P.O.
DGM/Legal
DS/Estt.
(CGM, Adm, IS&ERP)

Yours Sincerely
B SREEDHAR IAS
(SECRETARY)

Copy to: CEO/APSECM, Vijayawada

E-office Details:

E office File No : APTRAN-13/12/2020-ED-GEN-APTRANSCO
Computer No : 1114577

1269
21/04/2022

A2
21/04/2022

577
21/04/2022

P.O. A
21/04/2022
21/04/2022