

TEA BOARD
14, Biplabi Trailokya Maharaj Sarani
Kolkata - 700001

Dated : 09.07.2012

OFFICE MEMORANDUM NO: 121/2012

The undersigned is directed to request to all eligible (including SC/ST categories) Assistant Accountant (re-designated as Assistant Accounts Officer) having passed Departmental Examination of the Tea Board and Inspector (GD) (re-designated as Assistant Administrative Officer), having two years qualifying service in each cadres to intimate their willingness for promotion to the post of officiating Superintendent in the Pay Band Rs. 9,300 - 34,800/- along with Grade Pay of Rs. 4200/- with posting in the following Board's offices against the number of vacancies as mentioned against each :-

Sl. No.	Place of posting	Number of vacancies
1.	Head Office, Kolkata	05
2.	Regional Office, New Delhi	01
3.	Regional Office, Coimbatore	01

Replies of eligible Assistant Accountant (re-designated as Assistant Accounts Officer) having passed Departmental Examination of the Tea Board and Inspector (GD) (re-designated as Assistant Administrative Officer) must reach the undersigned within 07 (seven) days from the date of issuance of this Office Memorandum. If no reply is received within the stipulated period, it will be presumed that none is interested in the offer.

Sd/-
(B.K. Biswas)
Assistant Secretary

Distribution

1.	All Officers of the Board in Head Office, Kolkata (excepting Chairman, Dy. Chairman and Secretary)	With the request to circulate the contents of this Office Memorandum amongst all eligible Assistant Accountant (re-designated as Assistant Accounts Officer) having passed Departmental Examination of the Tea Board and Inspector (GD) (re-designated as Assistant Administrative Officer) having two years qualifying service in each cadres working under them.
2.	In-charges of all Regional Offices of the Board	
3.	Executive Directors, Coonoor and Guwahati	
4.	Security Officer	For display on the Notice Board.
5.	Dy. Director (Hindi)	
6.	System Analyst	With the request to upload in the Board's website.
7.	Liaison Officer for SC/ST	
8.	P. As. to Chairman/Dy. Chairman/Secretary	
9.	Secretariat Branch	
10.	T.B.E.A/T.B.W.A.	
11.	Guard File of Estt. Branch	
12.	Estt. Branch ---- with spare copies.	

Ref. File No. 11(3)/Estt/96/Part-I
(Hindi version follows)

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