No.2-1/2022/ Admn/FIU-IND

Government of India

Ministry of Finance

Department of Revenue

Financial Intelligence Unit-India

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7th Floor, Tower II, Jeevan Bharati Building,
Connaught Place, New Delhi – 01
Dated: 4th November, 2026

CIRCULAR

Subject: Filling up the Group 'B' and 'C' Posts in Financial Intelligence Unit-India (FIU-IND), Department of Revenue, Ministry of Finance on Deputation Basis-reg.

The undersigned is directed to state that the following posts in Financial Intelligence Unit - India, Ministry of Finance are vacant/falling vacant in near future and are required to be filled up on deputation basis. The posts are based in Delhi. The eligibility conditions for the recruitment to the posts are detailed below:-

Sl. No.	Name of the Post and Pay Scale	No. of posts to be filled up	Eligibility
(a)	**Personal Assistant** (Level-6 Rs. 35,400-1,12,400 in the Pay Matrix as per 7th CPC)	09	Officers of the central Government:- (a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with seven years' service in the grade rendered after appointment thereto on a regular basis in level-4 (Rs. 25,500- 81,100) or equivalent in the parent cadre or Department; and (b)Possessing the following educational qualification and experience: (i) A bachelor's degree from a recognized University or equivalent; (ii) Possessing a speed @ 100 words per minute in stenography (English or Hindi); (c) Desirable: Working knowledge of Computer
(b)	**Data Entry Operator** (Level-6 Rs. 35,400-1,12,400 in the Pay Matrix as per 7th CPC)	01	Officials under the Central Government:- a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with three years' service in the post in the level-5 (Rs. 29,200- 92,300) or equivalent in the parent cadre or Department; or (iii) With six years regular service in the post of Level-4 (Rs. 25,500 – 81,100) of pay matrix; and (b) Possessing bachelor's degree from a recognized University or equivalent and a speed of not less than 8000 Key Depression per hour for Data Entry Work
(c)	**Upper Division Clerk** (Level-4 Rs. 25,500 – 81,100 in the Pay	01	Officials of the central Government:- (a) (i) holding analogous post on regular basis in the parent cadre or department; or

	Matrix as per 7th CPC)		(ii) with five years' service in the grade rendered after appointment thereto on a regular basis in level-3 (Rs. 21,700- 69,100) or equivalent in the parent cadre or Department; or (iii) with five years' service in the grade rendered after appointment thereto on a regular basis in level-2 (Rs. 19,900- 36,200) or equivalent in the parent cadre or Department; and (b)Possessing the following educational qualification and experience: (i) A bachelor's degree from a recognized University or equivalent; (ii) Possessing a speed @ 100 words per minute in stenography (English or Hindi); (c) Desirable: Working knowledge of Computer
(d)	**Lower Division Clerk** (Level-2 Rs. 19,900- 63,200 in the Pay Matrix as per 7th CPC)	01	Officials of the central Government:- (a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with three years' service in the post in the Level-1 (Rs. 18,000- 56,900) of pay matrix or equivalent in the parent cadre or department; (b) possessing the following educational qualification and experience :- (i) 12th Class Pass or Equivalent; (ii) Experience in Administration; (c) Desirable: Ability to work on computers

Note: *Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or Department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of the receipt of applications.*

2. It is requested that the applications from the eligible and willing officials may be forwarded in the prescribed proforma as per Annexure-II to the Deputy Director (Admn), Financial Intelligence Unit-India, Department of Revenue, Ministry of Finance, 7th Floor, Tower II, Jeevan Bharati Building, Connaught Place, New Delhi - 01

3. This is an open vacancy circular. The complete applications received by 30th of every month shall be considered for selection in the subsequent month for available vacancies. This process will continue till all the vacancies are filled up.

4. Applications received incomplete, other than through proper channel and without the copies of ACRs/APARs, Vigilance Clearance & Integrity Certificate etc. will not be entertained. Further, application of only those candidates may be forwarded who can be relieved in the event of selection.

(G. Anand)
Deputy Director (Admn)
011-23312854

Annexure-II

PROFORMA

1. Post applied for :

2. Name and Address in Block Letter :

3. Date of Birth :

4. Date of retirement under Central Govt. rules :

5. Educational Qualification :

6. Whether educational and other qualifications required for the post are satisfied ? (if any qualification has been treated as equivalent to the one prescribed in the rules, state the Authority for the same) :

   Qualifications/ Experience required
   Qualification/ Experience possessed

7. Details of employment, in chronological order
   (enclose a separate sheet dully authenticated by you signature, if the space below is insufficient)

Ministry/ Department	Post Held	From	To	Scale of pay & Basic pay	Nature of Duties

9. Nature of present employment i.e. ad-hoc or Temporary or quashi - permanent or permanent :

10. In case the present employment is held on Deputation basis, please state: :

    (a) The date of initial appointment
    (b) Period of appointment on deputation
    (c) Name of the parent office/ Orgn. To which belong.

11. Additional details about present employment :

    (a) Central Government
    (b) State Government
    (c) Autonomous Organisation
    (d) Universities

12. Present pay scale :

13. Total emoluments per month now drawn :

14. Whether belongs to SC/ST :

15. Additional information, if any :

16. Option of appointment (deputation or absorption) :

17. Remarks, if any

Signature of the candidate
Address_____
_____
_____

Certified that the information given by Sh/Ms..... is correct and his/her services, will be spared in the event of his/her selection for appointment by 'deputation' in this office. **He/She is clear from Vigilance angle** and no vigilance case is either pending or is being contemplated against him/her. It is also certified that there is no doubt about the integrity of officer and cadre clearance in respect of him/her has already been obtained. **Copies of last five years APARs/ACRs** in respect of the Officer/Official concerned are enclosed.

Signature with seal of the Competent Authority