

16-12-2008

EMPLOYMENT NOTICE

Applications are invited from interested and eligible officers for filling up of the following post on direct recruitment/deputation/contract basis.

Finance Officer- 1 post (Unreserved)
Pay scale- Rs.12000-375-16500 (pre-revised)
Pay scale- Rs.15600-39100+7600 (revised)

Educational and other Qualifications:

In case of Direct Recruitment including contract

- Essential-**
- (i) Degree of a recognised University or equivalent
 - (ii) Post-graduate Degree/Diploma or qualification in Financial Management

OR

Qualification as S.A.S.. Accountant in an established Audit/Accounts organization of the Government.

- (iii) A minimum of 10 years experience in Accounts in Government Deptt. or University or Recognised Research Institution or Commercial Organisation of which at least 8 years should be in the scale of Rs.8000-13500 (pre revised) and above.
 - (iv) He should have a sound knowledge of Central Govt. Rules relating to Audit/ Accounts and financial management/ rules.
- Desirable:**
- (i) Professional Qualifications as Chartered Accountant or cost Accountant.
 - (ii) Working knowledge of financial management including Budget, Accounts, Rules / Regulations and Audit in a recognized R&D Institute or University.
 - (iii) Knowledge/ experience of computerized maintenance of information on accounting aspects and processing and retrieval.

In case of Recruitment by promotion/deputation/transfer

Officers of the Central/State Govts/ Universities/ Recognised Research Institutions/Public Undertakings/ Semi-Govt/

P.T.O

Statutory or Autonomous organizations.

- (i) holding analogous posts on regular basis; or
- (ii) holding posts with 3 years of regular service in the grade equivalent to Rs.10000-15200 (pre revised) or
- (iii) holding posts with 8 years of regular service in the grade of Rs.8000-13500 (pre revised) or equivalent.
- (iv) Possessing qualifications prescribed for direct recruitment.

Others:

1. The age limit for consideration in case of direct recruitment/contract/deputation will be below 56 years.
2. The period of contract will be initially for one year and will be extendable subject to satisfactory performance and as per rules.
3. Allowances such as DA/HRA, CCA, Transport Allowance etc. will be admissible as per Central Government Rules.
4. Accommodation inside the Campus is available and will be allotted as per priority and subject to availability in the respective category.
5. Officer employed in Govt/ Public Sector Organisation etc. should apply through proper channel.
6. Those working under Central Govt./ State Govt. will be considered on immediate absorption basis. They may however be considered on foreign service terms subject to grant of exemption by the Central Govt. from the principle of the immediate absorption rule.
7. There is no pension scheme in the Institute and the candidates selected through direct recruitment or contract will be offered Contributory Provident Fund Scheme.

The candidates fulfilling the eligibility criteria, qualifications and experience may submit their applications neatly typed and signed giving the following details: Name of the post applied for, Full Name of the Applicant in Block letters, Date of Birth, Father's/ Husband's Name, Permanent Address, Present Address, Educational/ Professional Qualifications from Matriculation onwards, Details of Experience with scale of pay of the post, whether held on regular/ad-hoc/ deputation basis, duration of appointment, Nature of duties performed, Whether SC/ST/OBC or handicapped etc.

Completed applications, duly forwarded by their employers in case of those already employed in the Government Sector, alongwith attested copies of ACRs for the last five years and vigilance clearance certificates may be sent to Sh. S.K. Saha, Consultant (Administration), IAMR, Plot No.25, Sector A-7, Institutional Area, Narela, Delhi-40 so as to reach within 30 days from the date of publication of this advertisement. Incomplete applications or applications received after closing date will not be entertained.