

Advertisement No.EST-II/A-02/2018/002

Dated:28 .05.18

Career Opportunities

Indian Institute of Management Tiruchirappalli is the eleventh IIM established under Ministry of Human Resource Development, Government of India. The Institute offers a congenial and professional working environment. The Institute invites applications for the following non-teaching position:

S.No	Designation	7th CPC Pay Level	No. of Posts	Reservation
1	Financial Adviser and Chief Accounts Officer	Level-11	1	UR

Category: UR – Unreserved.

For the right candidate higher start within the scale may be considered. The Institute encourages people from Government/PSUs/Autonomous Institutes to join on deputation.

Application should be submitted online at <http://iimtrichy.ac.in/careers> on or before 28-Jun-18.

The submitted application has to be printed and sent to “The Chief Administrative Officer (i/c), IIM Tiruchirappalli, Pudukkottai Main Road, Chinna Sooriyur Village, Tiruchirappalli–620 024” by Speed Post along with all supportive documents, which should reach us on or before 3-Jul-18, 5.00 PM.

Non-Teaching post in IIM Tiruchirappalli

1 Financial Adviser and Chief Accounts Officer – One post

Pay Scale: Level -11 as per 7th CPC

Upper Age Limit: 45 years

Educational Qualification and experience required:

Graduate degree in commerce (10+2+3) with at least second class (50% marks) from a reputed University / Institution and should have passed SAS (Commercial) /SOGE (Commercial) examinations of the Indian Audit & Accounts Department with at least 10 years post-qualification experience OR CA/ICWA with at least 10 years of post-qualification experience at the level of Accounts Officer in a reputed Management Education Institute / University / Commercial organization of national / international repute.

Proficiency in Computer operations and Internet, and relevant experience in any IIM / IIT and other institutes of national / international repute in the Level -10 as per 7th CPC is desirable.

Job Profile: To manage the Institute's accounting, auditing, budgeting, finance and other related activities. He will also guide the Director / CAO in matters requiring clarifications on the Central Civil Service Rules. Should guide the officials in the Accounts Department of the Institute in matters relating to Accounting procedures, budget and Control systems, computerized accounting system etc. It would be the primary responsibility to get the Institute's account audited as per the Government of India rules.

NOTE:

1. Selected Candidates will be initially appointed on contract for a period of two years and their appointment will be regularized based on their performance. However, senior professionals recently retired from Central Government or Central Autonomous services with relevant work experience may also be considered for contractual appointment on consolidated salary for a specific period only, if found suitable.
2. Higher start in the pay scale may be considered for exceptionally deserving candidates.
3. The Institute may relax all or any of the requirements related to age, qualification and experience in exceptional and deserving cases.

General Instructions

1. Age is determined as on the closing date for receipt of applications. Age relaxation will be given to SC / ST / OBC / PWD (Persons with Disabilities) / Ex-Servicemen candidates as per existing Central Government rules. Candidates seeking such age relaxation will be required to produce relevant proof of eligibility to avail relaxation at the time of interview, if called for.
2. The Applicant must ensure whether he/she fulfills all the eligibility conditions for the post applied.

3. Candidates with requisite qualifications acquired from recognized Universities/Institutions only need to apply. Preference will be given to applicants who have acquired educational qualifications through full-time courses.
4. All Certificates, Degrees, and other documents for educational qualification, professional and technical qualification, work experience and age proof, relevant eligibility proof to avail age relaxation, reimbursement of travel expenses should be produced in original at the time of interview, if called for the same. Failure to produce these original documents may result into ineligibility to appear for the interview.
5. Applications received after the stipulated last date or incomplete in any respect will not be entertained and no further correspondence will be made in this regard.
6. Candidates already in government service should either apply through proper channel or should produce a No Objection Certificate from the present employer at the time of interview, if called for the same.
7. All outstation candidates called for test(s) / interview will be paid shortest II-AC Class Railway Fare from the place of duty/residence to Tiruchirappalli (Trichy) except local travel at origin place and Trichy city on production of proof of travel.
8. Mere fulfilling the conditions does not guarantee that the applicant will be shortlisted for test/interview.
9. The Institute reserves the right to fill or not to fill the post.
10. Appointments will be governed by the relevant service rules and regulations of the Institute as amended from time to time.
11. No correspondence/queries will be entertained from candidates regarding e-mail delays, conduct and result of interview and reasons for not being called for test / interview.
12. No accommodation will be provided in the Institute.
13. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of appointment letter, the Institute reserves the right to modify/withdraw/cancel any communication including appointment offer made to the candidate.
14. In case of any dispute/ambiguity that may occur in the process of selection, the decision of Institute shall be final and binding.
15. Canvassing in any form will disqualify the candidates.
16. Preference will be given to PwD candidates if found suitable.

Mode of Selection:

The selection will be made through both written test and personal interview.

How to Apply:

1. Application Form should be submitted online in our Institute website <http://www.iimtrichy.ac.in/careers> on or before 28-Jun-18.
2. The submitted application has to be printed and sent to the “The Chief Administrative Officer (i/c), IIM Tiruchirappalli, Pudukkottai Main Road, Chinna Sooriyur Village, Tiruchirappalli – 620 024” by Speed Post along with all supportive documents, which should reach us on or before 3-Jul-18, 5.00 PM.