



INDIAN INSTITUTE OF INFORMATION TECHNOLOGY DESIGN AND MANUFACTURING KURNOOL

(An Institute of National Importance under Ministry of Education, Govt. of India)
Jagannathagattu, Dinnedavarapadu Village, Kurnool-518007, Andhra Pradesh.
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Advt. No. IIITDMK/Admin/Rect./2022/02

Dated: 07-03-2022

Advertisement for the post of Finance and Accounts Officer on Contract Basis

Indian Institute of Information Technology Design and Manufacturing Kurnool, an Institute of National Importance, under Ministry of Education, Government of India, invites offline applications from retired officers for appointment as Finance and Accounts Officer on Contract Basis for a period of one year. Depending on the performance and review, it can be extended by one more year. **Selection of the shortlisted candidates will be done by interviewing the eligible candidates.**

Minimum Qualification & Experience:

The details of essential qualification, experience and other criteria are as under:

1	Name of Post	Finance and Accounts Officer (on contract)
2	Number of Posts	01
3	Total Emoluments	Rs. 60,000/- Consolidated per month
4	Educational and other Desirable qualifications:	

Essential Qualifications:

PG/UG or its equivalent with at least 55% marks or its equivalent grade with excellent academic records.

Desirable Qualifications:

- I. Professional qualification in the area of Finance and Accounts.
- II. Experience in handling of Finance related activities in Govt. Sector.
- III. Experience of working in e-office system (Familiarity in computer operation).
- IV. Chartered or cost account degree.

Desirable Experience:

Retired officers from Central Govt./Centrally Funded Technical Institutions (IITs/IISc/NITs/IIITs/IISERs, etc.) in analogous position on a regular basis or with at least 10 years of experience in Finance and Accounts out of which 5 years in Level-11) preferably.

General Information and Instructions:

1. Applications are invited from retired Indian nationals for recruitment to the post of Finance and Accounts Officer (on contract).
2. Candidates are required to carefully go through the details of qualifications, experience and instructions available on the Institute website. They should satisfy themselves, before applying that they possess at least the minimum essential qualifications, experience etc. as laid down in the advertisement.

3. The duly filled in application, together with all the relevant enclosures, should be sent in a sealed envelope superscribed with “**Application for the post of Finance and Accounts Officer (on contract) in IITDM Kurnool**” to the address: The Director, IITDM Kurnool, Jagannathagattu, Dinnedavarapadu, Kurnool- 518007, Andhra Pradesh, through Speed Post/Registered Post so as to reach on or before **31.03.2022**
4. Applications received after the due date/time will be summarily rejected.
5. All degrees mentioned in the application should have been awarded by an Institute/University recognized by the Government/other Statutory Bodies.
6. Candidates who are shortlisted for the interview will have to produce original documents in support of all the particulars mentioned in the application regarding their educational qualifications, experience and other claims etc. together with one set of self-attested copies of all the documents, at the time of interview.
7. Mere fulfilment of minimum qualifications and experience requirement does not entitle a candidate to be called for an interview.
8. The Institute reserves the right to set higher norms than the minimum while short listing, taking into account the specific requirements of the Institute. The decision of the Institute in all matters related to the selection process/ interview shall be final and no correspondence from the candidates will be entertained in this regard.
9. Applications which are not in the prescribed format/ without relevant supporting documents/ received after the last date/, will be outright rejected.
10. The candidate is responsible for the correctness of the information provided in the application. If it is found at a later stage that any information given in the application is incorrect/false, his/her candidature will be cancelled and further, the candidate is liable for criminal action.
11. Any subsequent changes in recruitment rules or any other guidelines received from the Ministry of Education shall be applicable accordingly. All such changes will be put up in the Institute website only.
12. The Institute reserves the right to modify/defer/cancel the advertisement/recruitment process at any stage without assigning any reason.
13. The list of shortlisted candidates for interview will be displayed on the website of the Institute. No individual communications will be sent. Candidates are advised to visit the Institute website regularly.
14. The candidates are required to have at least one email id and mobile number which can be used during the entire selection process for communication, if required.
15. No TA/DA will be paid for attending the interview.
16. The Institute will not be responsible for any postal delay/loss of application.
17. **This temporary post does not confer any right/claim for regularization/absorption at IITDM Kurnool.**

Sd/-
Director
IITDM Kurnool