



INDIAN INSTITUTE OF MANAGEMENT, KASHIPUR
भारतीय प्रबंध संस्थान काशीपुर

Advt. No.: IIMKPV/Non-teaching/2021/1

Date: 02.07.2021

Non-teaching Recruitment

IIM Kashipur invites applications for the following non-teaching positions on regular/contract basis.

SN	Details of the Posts	Number of Position
01	Financial Advisor cum Chief Accounts Officer (FA cum CAO) (Regular in 7 th CPC)	01
02	Chief Engineer (On Contract Basis)	01
03	Internal Audit Officer (On Contract Basis)	01
	Total	03
01	Financial Advisor-cum-Chief Accounts Officer Qualification and Experience Qualification: MBA with specialisation in Finance/ M. Com / two-year Post Graduate Diploma in Management/ Fellow member of the Institute of Chartered Accountants of India or Institute of Cost Accountants of India. Minimum fifteen years experience with sound knowledge of Central Government rules relating to Accounts / Audit, Service conditions, Treasury and Finance, with at least five years experience in pay Level 10 of 7th CPC Pay Matrix or equivalent. Preference will be given to those working in Centrally Funded Institutions like IIMs / IITs /IISERs etc. / reputed Management Education Institutes / University or Deemed University /or equivalent positions in any Industry / Govt. Nature of appointment & Pay: Regular in Level 12 as per 7 th CPC Age limit: 50 years Application Fee: ₹ 500.00	
02	Chief Engineer Qualification & Experience ME/M Tech in civil engineering and preferably retired from the pay scale of Rs. 37,400 - 67,000, Grade Pay Rs, 8700/- or pay Level-13 (Rs.1,31,100- 2,15,900) of the 7th CPC (with three years regular service in the level) from Central Govt. / State Govt./PSU along with 25 years of service and working experience of construction of buildings, expertise in contract management and handling of arbitration and works related legal issues.	

	<p>Significant work experience in the following areas is desirable: -</p> <p>(i) National/international construction management practices including CPWD practices (ii) Building Information Modelling and related softwares (iii) AutoCAD and Project Management softwares (iv) Project monitoring and control (v) Knowledge of works related to contract and labour laws</p> <p>Age limit: Preferably below 62 years</p> <p>Nature of appointment & Pay: Purely on Contract Basis. Selected candidate will be offered a fixed term appointment for a period up to three years on a consolidated monthly salary equivalent to Level 13 as per 7th CPC. The contract will be renewed annually based on performance.</p> <p>Application Fee: ₹ 500.00</p>
03	<p>Internal Audit Officer</p> <p>Qualification and Experience</p> <p>Sound knowledge of applicable statutory compliances related to the Education Industry in connection with auditing techniques, internal auditing standards issued by IIA and ICAI.</p> <p>Certifications like Certified Internal Auditor (CIA), CISA would be an added advantage. Good working knowledge of computer applications and accounting software</p> <p>Candidates who are Members of 'Institute of Chartered Accountants of India / Institute of Cost & Works Accountants of India' or having adequate experience of Internal Audit in educational Industry like IIM, IIT, IISER etc. will be preferred.</p> <p>Nature of appointment & Pay: Consolidated Salary (Rs. 50,000 - 60,000 /-) along with other facilities / allowances applicable to the contract staff of the Institute.</p> <p>Age limit: Preferably below 62 years</p> <p>Application Fee: ₹ 500.00</p>

General Instructions

Before applying for any post, candidates should ensure that he/she fulfils the eligibility and other norms mentioned in this advertisement and ready to comply with the requirements and terms & conditions contained in this advertisement. The candidates are, therefore, advised to carefully read the advertisement and thereafter complete on-line application form and submit the same as per the instructions given in this regard.

*The applications are invited through **online mode only**. Candidates can fill online application form by visiting our website <http://iimkashipur.ac.in/>*

Last date for submission of online application and fee : 02.08.2021 (11:59 PM)

1. Age relaxation and reservation norms for ST/SC/OBC/PwD/Ex-Serviceman as per Government of India rules will be applicable. Age will be reckoned on the last date of submission of online application.
2. ST/SC/OBC/PwD/Ex-Serviceman and women candidates are not required to submit application fee.

3. Candidates should submit their SC/ ST/ OBC/ Disability Certificate issued by the Competent Authority in the prescribed format along with the application form, in support of their claim.
4. The Institute reserves the right to relax experience / age / qualification in exceptional cases or in the case of persons already holding analogous positions in Autonomous bodies / University / Research Institution.
5. The Institute reserves the right to increase/ reduce the number of vacancies or empanel candidate(s) for future vacancies.
6. Degree as referred above should have been awarded by a recognized University / Institute.
7. Mere eligibility will not vest any right on any candidate for being called for interview / selection process. The decision of the Institute in all matters will be final. No correspondence will be entertained in connection to the process of selection. Canvassing in any manner would entail disqualification of the candidature.
8. Persons employed in Government / Semi Government Organizations / Autonomous Bodies should submit their application through proper channel. They may, however, send an advance copy of the application. Those who are unable to process their application through proper channel should submit “No Objection Certificate” (NOC) along with “**vigilance certificate**” from present employer during the document verification. However, they should submit an undertaking to this effect.
9. The Institute strives to have a workforce which reflects gender balance. Women candidates are encouraged to apply.
10. The Institute reserves the right to call only the requisite number of candidates for selection process after shortlisting with reference to the candidate’s qualification, suitability, experience etc.
11. The Institute solely reserves the right not to fill any advertised position without assigning any reason. The decision of the Institute in this regard will be final.
12. Any dispute with regard to the selection / recruitment process will be subject to Courts / Tribunals having jurisdiction over Kashipur, Uttarakhand.
13. If any problem persists during online submission of application, please contact through the following E-mail: response@iimkashipur.ac.in

Sd/-
CAO