



**NATIONAL INSTITUTE OF TECHNOLOGY
TIRUCHIRAPPALLI – 620 015, TAMIL NADU.**

Engagement of Consultants (on contract)

Advertisement No.: NITT/R/RC/Consultant/2020-02/02

Date: 19.10.2020

Applications are invited for the temporary position of Short-term Financial Consultant (on contract) and Consultant (Accounts) in the National Institute of Technology, Tiruchirappalli. Prescribed application form and other details may be downloaded from the Institute's website i.e., <http://www.nitt.edu>. Duly filled in prescribed application form along with the supporting documents should be submitted by email (recruitcell@nitt.edu) on or before 01st November 2020, 05:30 pm.

Important Date:

Date of advertisement	:	19.10.2020
Last date for submission of scanned application through e-mail	:	01.11.2020
Date of Virtual interview	:	09.11.2020

Registrar (i/c)



NATIONAL INSTITUTE OF TECHNOLOGY, TIRUCHIRAPPALLI – 620 015

F. No.: Advt. No. NITT/R/RC/Consultant/2020-02/02

Date:19.10.2020

Engagement of Consultants (On contract)

Applications are invited for engagement of Short-term Financial Consultant (on contract) and Consultant (Accounts) in the National Institute of Technology, Tiruchirappalli. The posts are purely on **temporary** basis for short term and does not confer any right to claim either for subsequent employment or permanent post in future. The initial tenure of the contract appointment is six months and may be extended subject to satisfactory performance of the candidate and necessity for the continued retention not more than three years.

S. No	Name of the Post & Educational Qualifications and Experiences	
1.	Short-term Financial Consultant (On contract)	Vacancy – 01
	<u>Qualification and experience:</u> <ul style="list-style-type: none">➤ CA / ICWA / M. Com / MBA / PGDM or equivalent with minimum of ten (10) years of relevant experience in Govt. / Autonomous Institutions / PSUs / reputed private firms. <u>Remuneration (Consolidated):</u> <ul style="list-style-type: none">➤ Will be fixed between Rs.50,000/- and Rs.80,000/- based on experience and qualifications. <u>Age limit:</u> <ul style="list-style-type: none">➤ Preferably below 65 years Note: <ul style="list-style-type: none">➤ Relevant experience means “Supervisory experience in all aspects of financial accounting including balance sheets, auditing, investments, risk assessment, tax compliance, reports and returns preferably in an academic Institution of National or State importance / PSUs / Autonomous Institutions/reputed private firms.”➤ Desirable: Exposure to ERP based accounting practices, auditing, etc.	
2.	Consultant (Accounts)	Vacancy – 02
	<u>Qualification and experience:</u> <ul style="list-style-type: none">➤ Retired/Retiring Officials from an organized Accounts Dept. of Govt. of India / Autonomous Institutions / PSUs at pay level-10 (C.A.G / C.G.A / C.P.O / other such Depts.) or higher with minimum 5 years of experience in pay level 8 / 9 / 10. For Retired Pensionable Employee: <ul style="list-style-type: none">➤ The remuneration will be fixed as per the Pay Fixation norms i.e., “last Pay Drawn Minus Pension” and admissible D.A. For Retired Non-Pensionable Employee: <ul style="list-style-type: none">➤ The consolidated pay with a maximum ceiling of Rs.40,000/- Higher pay will be considered for the deserving candidates based on his / her experience & qualifications. <u>Age limit:</u> <ul style="list-style-type: none">➤ Preferably below 65 years.	

The scanned copy of the duly filled in application along with the following supportive documents (in PDF format) should be submitted by email (recruitcell@nitt.edu) on or before 01st November 2020, 05:30 pm.

- i. 10th standard and 10+2 Mark sheets.
- ii. UG certificate in original and PG certificate (if applicable).
- iii. Certificate for other qualifications such as ICWA / CA, etc.
- iv. Experience certificates/documents.
- v. Last pay / Salary drawn certificate and service certificate. The scanned copies of the above certificates (as a single pdf file) should be submitted by email.

GENERAL INSTRUCTIONS / INFORMATION TO CANDIDATES

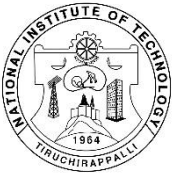
1. The applicants should go through all the instructions carefully and ensure that they fulfil all eligibility conditions. Their admission to all stages of the recruitment will be purely provisional subject to satisfying the eligibility conditions.
2. Candidates should carefully fill up all the details required in the application form including age, Education Qualification, details of valid Community / PwD Certificates etc., as no correspondence regarding the change of details will be entertained after the last date for applying. If any of the claims by the candidate is found to be incorrect, it will lead to the rejection of the candidature.
3. The prescribed essential qualifications/experience indicated are bare minimum and mere possession of the same will not entitle the candidate to be called for Certificate Verification / Interview.
4. Any experience gained after the minimum qualifying degree will only be taken into consideration.
5. The Institute reserves the right to restrict the number of candidates called for interview to a reasonable limit on the basis of qualifications, level of relevance of experience higher than the minimum prescribed in the advertisement and other academic achievements.
6. The Institute has the right to decide the mode of screening and testing the applicant for shortlisting and selection.
7. The number of vacancies indicated in the notification is tentative. The Institute reserves the right not to fill any or all posts advertised and to reject any or all applications without assigning any reason.
8. Candidates must produce original documents at the time of appearing for Certificate Verification / Interview / whenever the same is called for.
9. Applications received through incomplete / not on prescribed format / without relevant documents will not be considered.
10. Candidates shortlisted for Certificate Verification / Interview will be informed through the Institute website (www.nitt.edu) and through e-mail (as mentioned by the candidate in the application form).
11. The provisionally shortlisted candidates should attend the interview (Video Conferencing mode) through the CISCO Webex platform. A detailed e-mail will be sent to the shortlisted candidates in this regard.
12. Any dispute with regard to the selection process will be subject to court/tribunal having jurisdiction over Tiruchirappalli.

13. Canvassing in any form/ bringing in any influence political or otherwise will be treated as a disqualification for the post. Interim enquiries will not be entertained. If it is found at any stage that any information given in the application is incorrect/false, the candidature/appointment is liable to be cancelled/terminated.
14. The age limit, if any is as on 01.11.2020 (last date for submission of application)
15. Candidates are advised to visit the Institute website, www.nitt.edu periodically for updates regarding the recruitment process.
16. The Institute shall retain the applications of the non – shortlisted candidates only for three months after the completion of the recruitment process.

Key Dates:

S. No.	Details	Date
1	Date of advertisement	19.10.2020
2	Last date for submission of scanned application through e-mail	01.11.2020
3	Publication of Shortlisted Candidates	04.11.2020
4	Virtual interview	09.11.2020

Registrar (i/c)



**NATIONAL INSTITUTE OF TECHNOLOGY,
TIRUCHIRAPPALLI – 620 015**

F. No.: Advt. No. NITT/R/RC/Consultant/2020-02/02

Date:19.10.2020

Application for Engagement of Consultants (on contract)

Post applied for :
(Make a \sqrt in the appropriate box)

Financial Consultant

Consultant (Accounts)

1. Name :
2. Gender :
3. Father's Name/ Husband's name :
4. Date of Birth :

**Affix recent
Passport
Size
Photograph**

5. Community :
(Make a \sqrt in the appropriate box)

UR	EWS	OBC	SC	ST
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6. PwD :
Yes No

Yes	No
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7. Marital Status :

8. Address for Communication :

9. Permanent Address :

10. Mobile No :

11. Email –Id :

12. Educational Qualification: (Starting from X Std.)

S. No.	Course Completed	Name of the Institution	Class/ Percentage of Marks Obtained	Year of Passing
1				
2				
3				
4				
5				

13. Other Qualifications:

- a.
- b.
- c.
- d.
- e.

14. Details of Experience, if any (Chronological Order)

S. No.	Name of the Office / Institute & Designation	Nature of Job	Period of Service	Scale of pay/ Pay Band applicable

15. Any other information which the applicant may like to furnish: (Additional page may be included)

Declaration:

I hereby certify that all the information furnished above are correct and complete to the best of my knowledge and belief.

Place:

Date:

Signature of the applicant