

Assam University, Silchar, Assam, India

Department of Social work



Advertisement

Applications are invited for an interview which will be held on 30th October, 2019 at 11A.M. in the department of Socialwork, Assam University, Silchar for the position of six **District level Financial Management Specialist in each District** to support the **Swachh Bharat Mission-Gramin(SBM-G), Assam** in managing the accounts related matter(s) at District Water & Sanitation Committee level.

The **Mission Directorate, Swachh Bharat Mission-Gramin(SBM-G), Assam** was created under State Water and Sanitation Mission(SWSM), Assam. The Directorate is implementing the Swachh Bharat Mission-Gramin(SBM-G), a flagship programme of Govt of India in Sanitation Sector.

For smooth functioning of the Mission, The Mission Directorate intends to engage one **District level Financial Management Specialist in each District** to support the mission in managing the accounts related matter(s) at DWSC level. The recruitment will be done through partnership with Assam university.

Positions to be recruited by Assam University, Silchar-6

Districts to be covered- Cachar, Hailkandi, Karimganj, Dima Hasao, Karbianglong, West Karbianglong

Eligibility Criteria:

A) **Age:** The applicant must be below 30 years as on 01.01.2019

Qualification and Experience:

- Full time regular M.Com (Finance & accounts) from Assam University, Silchar with more than 60% or equivalent mark/grade.
- Freshers may also apply
- Computer knowledge in MS-Office and Tally ERP-9.0 is a must.
- Post qualification experience in financial management functions will be given preference.

C) Skills:

- Strong understanding of Government Accounting, Budgeting & Audit systems.
- Familiarity with financial norms & reporting of Government schemes/missions etc.
- Timely handling of issues pertaining to financial management.
- Exceptional degree of integrity, judgment and tact in handling the most sensitive, diverse and confidential material.
- Strong communication skills in English, Hindi and Local Language.

Must be computer savvy with sound working knowledge of MS-Office/Tally/Internet etc

Terms of Payment:

Consolidated remuneration will be Rs. 25,000/- and communication charge Rs.1000/-.

Allowances, costs & expenses:

In addition to monthly remunerations specified above, the employer shall pay the employee, the following allowances, costs and expenses;

- a) Per-diem every day involving overnight halt and while being away from the duty station on the official work as per approved norms of the Mission
- b) T/A as per the rule of the Mission will be paid as and when the employee is on tour.
- c) No other perks & allowances admissible like Gratuity, LTC and Leave encashment etc.

Period of Engagement:

- a) The candidate selected for the assignment is expected to commence work within fifteen days after the announcement of result
- b) The staff for this assignment will be selected based on contract / co-terminus with the support of Govt of Assam/Govt of India. However, the continuation will be subject to review.

The assignment will initially for 11 months from the date of joining & will be renewed based in performance & availability of fund.

Venue of Advertisement: Department of Social work, Assam University, Silchar

Interested candidates should send their CV to joyasreewash@gmail.com/joyasreedey1@gmail.com on or before 28th October, 2019.

Candidates must appear before the interview board with original and self-attested photocopies of mark sheets, certificates from 10th standard onwards, testimonials and a copy of recent signed CV on the day of interview.

N.B. (1) No TA/DA to be paid for attending the interview

(2) Those in Employment No-Objection Certificate from the concerned employee is required

For Fur details contact:

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