

UNIVERSITY OF PUNE



APPOINTMENT OF FINANCE AND ACCOUNTS OFFICER (*Tenure post of five years*) AND INTERNAL AUDITOR

Online applications are invited in the prescribed form for the posts Finance & Accounts Officer and Internal Auditor.

Reservation: Open (both post)

Finance & Accounts officer - (1)

Qualification

- i) A Master's Degree with at least 55% marks of any statutory University or its equivalent grade of B in U.G.C. 7 point scale.

The minimum requirement of 55 % of marks at the Master's Degree level is relaxable for the existing incumbents who are already in the University system.

A relaxation of 5% may be provided, from 55% to 50% of the marks at the Master's level for the S.C/S.T. category. A relaxation of 5% may be provided, from 55% to 50% of the marks to the Ph.D. Degree holders, who have passed their Master's Degree prior to 19th September, 1991.

- ii) At least 15 years of experience as Lecturer (Senior scale) / Lecturer with 8 years experience in Reader's grade along with experience in educational administration

OR

Comparable experience in research Establishment and / or other institutions of Higher Education.

OR

15 years of Administrative experience of which 8 years as Deputy Registrar or an equivalent post.

Desirable qualification and experience

- i) Master degree in Commerce with at least 55% of marks and specialization in Finance and Accounts.
- ii) Experience of Chartered Account (C.A.) of at least 10 years or the experience of Audit and Accounting in any financial institute for the period of at least 15 years.

Tenure: This is a tenure post of five years and the person shall be eligible for reappointment for only one more term of five years.

Age: Candidates shall not be less than 45 years of age unless already in the service of Universities or affiliated colleges. The Upper age limit shall be relaxed by 5 years for the candidates from the reserved category.

Internal Auditor - (1)

Qualification & Experience

- i) Commerce Graduate with Cost Accounting and Chartered Accountant (in the Institute of India, New Delhi) or ICWA.
- ii) Five years experience in Audit and Accounting in large Industrial concern/ Government/Semi Government/Organization.

Age :

Candidate shall not be below 30 years of age unless already in the service of University or Affiliated college not more than 40 years of age. The upper age limit shall be relaxed by 5 years for the candidates from the reserved category.

The candidate should have proficiency in Marathi, Hindi and English languages.
The posts '**Finance and Accounts Officer**' & '**Internal Auditor**' are open; However, candidates from reserved categories can apply.

Retirement age:- Shall be 58 years, except in the case of person from teaching cadre, the age of retirement shall be 60 years for the Finance and Accounts Officer
and
Up to 58 years for the Internal Auditor.

Scale of Pay: Finance and Accounts Officer - Pay Band Rs.37400-67000 + A.G.P. 10000/-
Internal Auditor- Pay Band Rs.15600-39100 + G.P. 6600/-
with usual allowances as per Government Rules.
The post carries the retirement benefits as per the Government Rules.

Notes

1. Candidates should apply online on or before 7th August, 2010 at the University website recruitment.unipune.ac.in & to take the printout of the said application.
2. Application forms should be accompanied with attested copies of the necessary documents and the certificates, a Pass port size photo, non-refundable Demand Draft of Rs.100/- of nationalized bank drawn in favour of the "Registrar, University of Pune" payable at Pune and to send not later than 9th August, 2010.
3. As per the notification No.SRV.2000/CR(17/2000) XII dated 28th March, 2005 issued by General Administration Department, Mantralaya, Mumbai, **Candidate should submit the declaration** of the small family in the prescribed pro forma attached with Application form as Declaration form "A"
4. Qualification and Age shall be considered as on 7th August 2010.
5. Candidate furnishing incorrect or false information shall stand disqualify at any stage.
6. The right is reserved with the University either to fill or not to fill the post or to modify/alter/cancel/ the advertisement.
7. Candidate already in service should submit his/her application through proper channel.
8. Applications received after the last date, incomplete application and not submitted through proper channel will not be considered and no intimation in this regard will be given to the candidate.
9. Canvassing directly or indirectly will be a disqualification.
10. Queries or correspondence regarding issue of call letters for interview/selection of candidate will not be entertained at any stage.

Advt. No.:43
Date: 03/07/2010

(Dr. M. L. Jadhav)
Registrar



पुणे विद्यापीठ

* पंचतारांकित उत्तुंग - क्षमताशील विद्यापीठ *

**“वित्त व लेखा अधिकारी” व “अंतर्गत हिशोब
तपासनीस” पद भरती**

पुणे विद्यापीठ कार्यालयातील खुल्या प्रवर्गातून पुढील पदे भरावयाची आहे. (१) वित्त व लेखा अधिकारी, (पाच वर्ष कालावधीसाठी). (२) अंतर्गत हिशोब तपासणीस या दोन्ही पदांसाठी पात्र उमेदवारांकडून विहित नमुन्यात शनिवार, दि.०७/०८/२०१० पर्यंत ऑनलाईन अर्ज मागविण्यात येत आहेत. विहित नमुन्यातील Online भरावयाचा अर्ज, शैक्षणिक अर्हता, अनुभव, वयोमर्यादा, आणि वेतन इत्यादी संदर्भातील माहिती विद्यापीठाच्या recruitment.unipune.ac.in या संकेतस्थळावर उपलब्ध आहे.

जाहिरात क्र.४३
दिनांक :०३/०७/२०१०

डॉ. मा. ल. जाधव
कुलसचिव



UNIVERSITY OF PUNE

* university with potential for excellence *

Appointment of Finance & Accounts Officer, Internal Auditor

Online applications are invited in the prescribed form for the post of Finance and Accounts Officer, (tenure post for a period of five years) Internal Auditor, (both post are reserved for open category) on or before Saturday, 7th August, 2010. The application form and other information, such as educational qualification, experience, pay scale and relevant information is available on the University website : recruitment.unipune.ac.in

Advt. No. :43
Date: 03.07.2010

Dr. M. L. Jadhav
Registrar