



# भारतीय प्रौद्योगिकी संस्थान रोपड़

## INDIAN INSTITUTE OF TECHNOLOGY ROPAR

Dated: 22.05.2023

### Advertisement No. 03/2023

The Institute invites application from candidates (including retired officials of Govt. Organizations) having qualification and experience as mentioned below to engage as Consultant (Internal Audit) on contract basis.

Code No.	Name of post	No. of post	Monthly Consolidated Remuneration	Minimum Qualification / Experience
1.	Consultant (Internal Audit)	01	₹. 40,000/- to 45,000/- Depending on the Qualification & Experience	<p><b><u>Educational Qualification and Experience:</u></b></p> <p>Bachelors Degree in any discipline from recognized university with at least 55% marks in qualifying degree with 05 years relevant experience.</p> <ul style="list-style-type: none"><li>The relevant experience mentioned above preferably be in an educational institution involving auditing and accounting of establishment matter, store &amp; purchase, big construction, research projects etc.</li></ul> <p><b><u>Desirable:</u></b></p> <ul style="list-style-type: none"><li>Sound knowledge of applicable statutory compliances related to the Education Institutions in connection with auditing techniques, internal auditing standards issued by Institute of Internal Auditors (IIA) and Institute of Chartered Accountants of India (ICAI).</li><li>Certifications like Certified Internal Auditor (CIA), CISA would be an added advantage. Good working knowledge of computer applications and accounting software</li><li>Candidates who are Members of 'Institute of Chartered Accountants of India / Institute of Cost &amp; Works Accountants of India' or having adequate experience Internal Audit in educational Institution like: – IIM, IIT, IISER etc. will be preferred.</li></ul> <p>Age Limit: not exceeding 62 years</p>

\* The engagement will be made initially for a period of 1 year further extendable subject to requirement & satisfactory work performance.

### General Instructions:

- Candidates should read carefully the requisite minimum essential qualifications, age and experience criteria etc. laid down in the advertisement before applying for the post. Since applications will be screened on the basis of data submitted by the candidate in the online application form, the candidates must satisfy themselves of the suitability for the position to which they are applying. If at any stage during the recruitment and selection process, it is found that candidates have furnished false or wrong information, their candidature will be rejected.

2. Application once submitted cannot be altered / resubmitted, under any circumstances. Further, no request with respect to making changes in any data/ particular entered by the candidate in the Online Application will be entertained, once the application is submitted successfully. Therefore, please keep all data/ details ready before you start filling up the Application Online.
3. The candidates are required to apply ONLINE only from **22/05/2023 to 20/06/2023** upto 5:00 p.m. The application received after expiry of last date will not be entertained and Institute will not be responsible for any delay. For submission of online application, please visit website <https://iitrprnt.samarth.edu.in/>. Application will NOT be accepted through any other mode.
4. In case of retired officials of Govt. organization, the remuneration shall be fixed either as per the formula of last pay drawn minus pension OR as mentioned in the advertisement (i.e. ₹. 40,000/- to 45,000/-), whichever is less. Mandatory deduction, if any, will be made. There will be no annual increment/percentage increase during the contract period.
5. Please note that this is purely a temporary arrangement and appearance in the selection process and selection thereafter, will not entitle the candidate for any claim what-so-ever or permanency on the regular establishment of IIT Ropar.
6. The candidate must be a citizen of India.
7. The number of vacancies indicated in the notification is tentative. IIT Ropar reserves the right to increase or decrease the number of advertised posts at the time of selection. Further, IIT Ropar also reserves the right NOT to fill any of the post advertised.
8. Candidates shall have to produce original documents at the time of appearing in the selection process. In the absence of the same, candidature will not be considered.
9. No correspondence whatsoever will be entertained from candidates regarding eligibility/ conduct/ result of selection process.
10. The qualification prescribed should have been obtained from recognized Universities/Institutions.
11. 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 on that ground.
12. Experience/ essential qualification and age will be reckoned on the last date for submission of online application form.
13. No TA/DA will be paid to the candidates for attending the Selection process
14. Candidate should keep their email id provided in the application form active. Institute will not be responsible for non receipt / delay in receipt of any communication due to deactivation of email id given or due to change in address etc.
15. The candidate should scan his / her passport size photograph, signature, certificates of educational qualification & experiences and upload these at appropriate places in **the online application form before submitting the same.**
16. If there is any corrigendum/addendum, it shall only be published on Institute's Website only.

**REGISTRAR**