



SREE SANKARACHARYA UNIVERSITY OF SANSKRIT, KALADY

Accredited by NAAC with A Grade

(A Statutory Educational Institution Constituted by Government of Kerala)

P.O. KALADY, ERNAKULAM DISTRICT, KERALA – 683 574

Phone: 0484-2463380 Fax: 91-484-2463480

Web: www.ssus.ac.in, e-mail: ssusreg@gmail.com

No. Ad.D/13219/SSUS/18

Date: 31.12.2018

NOTIFICATION

Applications in the prescribed format are invited from qualified candidates for the appointment to the post of FINANCE OFFICER on a UGC scale of pay of Rs. 37400 – 67000 + AGP Rs. 10000/- in the University against a permanent vacancy, due to arise on 01.02.2019.

Sl. No.	Name of the Post	Reservation	No. of post
1.	FINANCE OFFICER	OPEN	1

INSTRUCTIONS

I.	Qualifications & Experience
	Chartered Accountant (ACA/FCA/ICWA) OR First or Second Class Master's Degree with experience in Financial & Accounts matters for not less than 5 years in a supervisory capacity
II.	Age
	Between 35 – 45 years. For reserved candidates, age relaxation as per existing rules shall apply (SC/ST – 5 years and OBC – 3 years)
III.	Mode of Recruitment
	By direct recruitment or by deputation from the State/Central Government/Other services
IV.	How to apply
a.	Applications to the above post shall be submitted online in the prescribed format available in the University website www.ssus.ac.in
b.	Last date of submission of online applications: 23.01.2019
c.	The hard copies (5 sets) of the filled up online application (Part A & B) along with Registration Fee and copies of documents to prove age, community, qualifications, experience etc should reach the Registrar, Sree Sankaracharya University of Sanskrit, Kalady – 683 574 before 4.00pm on 25.01.2019
d.	Late and defective applications will be summarily rejected.
e.	Registration Fee: Rs. 2000/- (for General Category candidates) Rs. 750/- (for SC/ST candidates)
f.	Mode of Remittance By Online Remittance using NEFT/RTGS to the Account of the Finance Officer Sree Sankaracharya University of Sanskrit, Kalady – 683 574, Account No. 338602010151851 at the Union Bank of India, Kalady Branch (IFSC Code:UBIN0572030). The UTR number shall be mentioned without fail in the Application form.

The service conditions prescribed by the Government from time to time shall be applicable to the post.

Sd/-
Registrar