

CENTRAL UNIVERSITY OF
KARNATAKA
(Established by an Act of the Parliament in 2009)



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**INFORMATION BOOKLET FOR RECRUITMENT OF
FINANCE OFFICER AND INTERNAL AUDIT OFFICER**

(NOTIFICATION No. 22/2018)

KALABURAGI
August 2018

The Central University of Karnataka invites applications in hard copy from eligible Indian citizens for recruitment to the following positions. The schedule is given below:

| | |
|--|--------------------------|
| Commencement of Application: | 15/08/2018 |
| Last date for receipt of Completely filled-in Applications with relevant enclosures. | 14/09/2018, by 5:00 p.m. |

Note: Applications received after the end of submission date & time will be summarily rejected.

DETAILS OF VACANCIES

| Sl. No. | Post | No. of Posts | Category | Remarks |
|----------------|-------------------------------|---------------------|-----------------|---|
| 1. | Finance Officer | 01 | UR | Direct Recruitment / Deputation basis. |
| 2. | Internal Audit Officer | 01 | UR | On Deputation Basis only. |

DETAILS OF ELIGIBILITY, QUALIFICATIONS, ETC.

INTERESTED CANDIDATES MAY NOTE THAT THE QUALIFICATIONS AS PRESCRIBED BY THE UGC FROM TIME TO TIME ARE APPLICABLE IN RESPECT OF THE POSTS MENTIONED AT SL. NOS. 1 AND 2 ABOVE. THEY ARE ADVISED TO VISIT UGC WEB SITE (www.ugc.ac.in) FOR LATEST UPDATES, AND THE SAME WILL BE APPLICABLE AT THE TIME OF INTERVIEW.

1. FINANCE OFFICER

Pay scale : Level 14 with Rationalized entry pay of Rs.1,44,200/- as per 7th CPC pay Matrix.

Essential Qualifications

- a. Master's Degree with at least 55% of the marks or its equivalent grade of "B" in UGC seven point scale in any discipline from a recognized University/Institute.
- b. At least 15 years of experience as Assistant Professor in the AGP of Rs.7000/- (As per 6th CPC or equivalent scale as per 7th CPC) and above or with 8 years' of

service in the AGP of Rs.8000/- (As per 6th CPC or equivalent scale as per 7th CPC) and above including as Associate Professor 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 should be as Deputy Registrar or an equivalent post, in pay scale of Deputy Registrar with GP of Rs.7600/- (As per 6th CPC or equivalent scale as per 7th CPC).

Desirable Qualifications:

- i. Good working knowledge of rules & regulations of Central Universities, R & D institutions relating to accounts / audit, service conditions and related financial matters.
- ii. Well versed in the financial / accounting systems.
- iii. Experience in computer systems, finance/accounts related software handling for information processing and retrieval.
- iv. Ph.D. in any subject from a recognized institution. Passing of Subordinate Accounts Service (SAS) or its equivalent accounts service examination of Central / State government.
- v. Preference will be given to the candidates with M.Com./M.B.A.(Finance)/ICWA/CA/SAS or appropriate experience of financial management.

Tenure of appointment:

Direct recruitment or on Deputation basis for the tenure of five years or 62 years of age whichever is earlier. Direct recruitment shall be governed by the provision under New Pension Scheme (NPS) of Govt. of India with all its amendments, made from time to time or CPF Scheme, whichever is applicable.

For Deputation :

By drawing officers belonging to Audit and Accounts Services or other similar organised accounts services in Central / State Government holding analogous posts on regular basis.

OR

with 3 years' regular service in the PB-4, Rs.37,400- 67,000 GP Rs.8700 (Pre-revised), in the area of audit and accounts in any Govt. Department /

Autonomous Bodies;

OR

with 5 years regular service in the PB-3 Rs.15600–39100 GP Rs.7600 (Pre-revised), in the area of audit and accounts in any Govt. Department / Autonomous Bodies;

OR

15 years of Accounts /Administrative Experience of which 08 years shall be Deputy Registrar or an equivalent post.

Age limit: Below 56 years.

2. INTERNAL AUDIT OFFICER (ON DEPUTATION)

Pay scale: Level 12 with Rationalized entry pay of Rs.78,800/- as per 7th CPC pay Matrix.

Minimum eligibility criteria for deputation:

Officers belonging to Audit and/or Accounts Services or other similar services in a Central/State Government organisation or Autonomous body, holding analogous posts on regular basis;

OR

with 5 years' regular service in the PB-3 Rs.15600–39100 GP Rs.6600 (Pre-revised), preferably possessing the qualification such as CA/CMA/M.Com/MBA (Finance);

OR

with 8 years' regular service in the PB-3 Rs.15600–39100 GP Rs.5400 (Pre-revised), preferably possessing the qualification such as CA/CMA/M.Com/MBA (Finance)

(The maximum age limit for appointment by deputation shall be not exceeding 58 years as on the closing date of receipt of applications)

Tenure of appointment:

On Deputation basis for the tenure of five years or 62 years of age whichever is earlier. Direct recruitment shall be governed by the provision under New Pension Scheme (NPS) of Govt. of India with all its amendments, made from time to time or CPF Scheme, whichever is applicable.

Age limit: Preferably below 56 years.

GENERAL INFORMATION

1. The prescribed qualifications and experience are minimum and the mere fact that a candidate possesses the same will not entitle him/her for being called for interview. The University reserves the right to restrict the candidates to be called for interview to a reasonable number on the basis of qualifications and experience higher than the minimum prescribed, or by any other condition that may deem fit. It would be open to the University to consider the names of suitable persons who may not have applied, but recommended by experts in their respective fields.
2. The statutory provision for relaxing of age, experience etc. prescribed in case of the candidates belonging to SC/ST/OBC/PWD categories will be made applicable to them as per UGC/GOI norms in force at time of interview. Candidates are advised to check UGC and other relevant websites for updated information.
3. The panel of selected waitlisted candidates will be valid for one year from the date of approval of competent authority and University shall make appointments on consequential/ new vacancies.
4. Outstation candidates belonging to SC/ST categories called for interview will be paid by the shortest route return single second-class railway fare towards journey expenses on production of ticket numbers/proof as provided under Government of India rules.
5. Canvassing in any form on behalf of any candidate will disqualify such candidate.
6. Selection will be made on the basis of candidates' previous record their performance in the test/ interview (wherever applicable).
7. The advertised posts could be filled-up on deputation basis from State or Central Govt. or from established Central Universities.
8. The in-service candidates should apply through **proper channel, failing which the application is liable to be rejected.**
9. The conditions of age will be relaxed for in-service candidates, by the Competent Authority in consonance with the orders/guidelines issued by the Govt. of India/UGC from time to time.
10. Separate application should be submitted for each post with prescribed fee.
11. Experience and qualifications will be reckoned as on the last date of receipt of applications.
12. Applications incomplete in any respect will not be considered.

13. No interim queries regarding test/interview/selection will be entertained.
14. University reserves the right not to fill up any of the vacancies advertised, if the circumstances so warranted.
15. Those candidates who applied earlier will have to apply again / afresh in response to this advertisement for his/her candidature to be considered.
16. New pension scheme in accordance with the O.M.No. 1(13)EV/2001, dated 15/03/2004, Govt. of India, Ministry of Finance, Department of Expenditure, will be applicable with subsequent amendments.
17. In case of any disputes/suites or legal proceedings against the University, the Jurisdiction shall be restricted to the Courts in Kalaburagi, which is the Head quarter of the University.
18. Errors and omissions are subject to corrections.
19. Applications received after the last date and without complete information or without requisite fee will be summarily rejected. **The University will not be responsible for any postal delay.**
20. Application fee once paid shall not be refunded under any circumstances.
21. Fee structure:
 - a. Application fee for General & OBC Candidates : Rs.1000/-
 - b. The SC/ST/PWD candidates are exempted from payment of Application fee.

22. **Mode of Payment:** (NEFT/SWIFT)

Fee may be remitted/ transferred through any NEFT enabled scheduled bank by obtaining the Challan for NEFT from the respective bank & filling up the following details:

| | | | | | | | | | | | | | | | |
|----------------------------|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Account Number & Type | : | <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr> <td>5</td><td>1</td><td>0</td><td>9</td><td>1</td><td>0</td><td>1</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td><td>2</td> </tr> </table> | 5 | 1 | 0 | 9 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 2 |
| 5 | 1 | 0 | 9 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 2 | | | |
| Account Type | : | Savings Bank | | | | | | | | | | | | | |
| Account Name | : | Central University of Karnataka | | | | | | | | | | | | | |
| IFSC Code | : | CNRB0005109 | | | | | | | | | | | | | |
| Name of Payee Bank& Branch | : | Canara Bank, Kadaganchi (5109) | | | | | | | | | | | | | |

- Transaction reference is to be obtained from the bank and filled with other details in “FEES PAYMENT/ NEFT/SWIFT PARTICULARS” of the application form

- NEFT/SWIFT counterfoil, duly acknowledged by remitting bank branch should be placed / tagged at the top of the application. Please write name of the post applied for with subject and applicant's name with full address on the back of the Counterfoil without fail

23. The completely filled-in application in all respects along with Counterfoil of NEFT/SWIFT from any nationalized bank and self-attested copies of testimonials/certificates in an envelope duly superscripted "**Application for the post of _____**" must reach on or before 14/09/2018 up to 5:00 p.m. to the below address:

**The Registrar,
Central University of Karnataka,
Kadaganchi, Aland Road,
Kalaburagi - 585 367.**

Place: Kalaburagi
Date:15/08/2018

Sd/-
Registrar