

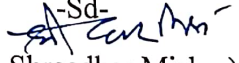
Central Sanskrit University
Shri Ranbir Campus, kot Bhalwal, Jammu
Established by an Act of Parliament
(Formerly Rashtriya Sanskrit Sansthan, Deemed to be University)
Under Ministry of Education, Govt of India

Advertisement No. CSUJ/Adv/2023-24/151

Website: www.csu-jammu.edu.in

Advertisement

Director Central Sanskrit University, Shri Ranbir Campus Kot Bhalwal, Jammu invites application on Plain paper through speed post/Registered post for engagement of 01 consultant (Finance and Account) in the campus purely on contract basis for a period of 11 months on a remuneration @ ₹ 50000/- (Full time) per months. For more details please see on campus website. The last date of receipt of application along with documents is 23/05/2024 by 6 P.M

-Sd-

(Prof. Shreedhar Mishra)

Director



Proposed Qualifications & Nature of Duties

Consultant (Finance and Accounts)

Remuneration:-Rs. 50,000/- per month fixed (Full time)

Remuneration:-Rs. 30,000/- per month fixed (Part time)

Age:- Preferably above 55 years.

Note:- This vacancy is post-retirement engagement with experience. Preference will be given for those persons who retired from Central/State Govt. universities/institutions or retired as Sr. AO/AO from Indian Audit and Accounts Departments.

Educational & Other qualifications:-

Essential:-

(i) Master's degree (preferably in commerce/M.B.A-Finance).

Or

Bachelor's Degree in Finance, Accounting, Economics or related field.

(ii) Five years of experience in the relevant filed.

Desirable:-

- (i) MBA from a Recognized University.
- (ii) Proven work experience as a Financial Consultant, Financial Adviser, or similar role.
- (iii) Hands-on experience with accounting software and statistical packages.
- (iv) Good knowledge of fiscal policies.
- (v) Excellent analytical skills, along with the ability to create detailed reports and spreadsheets.

Nature of Works:-

- Review the accounting procedures and recommend improvements.
- Develop and submit annual budget plan and finance plan to senior management for approvals.
- Monitor and manage all expense within the allotted budget.
- Prepare and submit monthly financial report and expense report to management.
- Perform financial analysis to support institution development planning.
- Create and maintain financial models to achieve set goals.
- Guide and motivate university team to enhance productivity and revenue.
- Any other work pertaining to financial matters.