



icmr
INDIAN COUNCIL OF
MEDICAL RESEARCH

V C R C
VECTOR CONTROL RESEARCH CENTRE

**MEDICAL COMPLEX, INDIRA NAGAR
PUDUCHERRY – 605 006**

Dated: 27.02.2019

Walk-in- Interview for engagement of Consultant(Accounts)

ICMR-Vector Control Research Centre, an autonomous Institute, under the Indian Council of Medical Research, Department of Health Research, Ministry of Health and Family Welfare, intends to engage **Consultant (Accounts)** from the retired Central Govt./State Govt./Autonomous Bodies officials from the post of Accounts Officer or equivalent having drawn ₹ 9300-34800 + Grade pay ₹ 5400 or equivalent and above at the time of retirement.

Details	Requirements/Information
Post Name	Consultant (Accounts)
No. of post	01 (one)
Age	Not exceeding 64 years (The selected candidate will be engaged up to the age of 65 years)
Educational Qualification	Bachelor degree in any discipline
Place of duty	Puducherry
Remuneration	Rs. 40,000/- per month (consolidated salary)
Duties and Responsibilities	<ul style="list-style-type: none">• Preparation of financial documents, Accounts books, etc.,• Preparation of B.E/R.E Outcome Budget. SFC/LFC. Audit matters, etc., and plan for requirements of funds during the year.• Maintaining the database and submission of updated Utilization Certificates (UCs) and periodical follow up to examine the Audit Reports.• Coordination with departments and field stations for expenditure and proper maintenance of accounting procedures and for miscellaneous matter• Handling financial aspects of the various schemes/Programmes• Any other work assigned by the Director from time to time• Preparation and consolidation of annual accounts of ICMR-VCRC and for all extramural projects handled by ICMR-VCRC
Other Criteria	Preference will be given to the candidates having <ul style="list-style-type: none">• working knowledge of computer• Knowledge in latest Accounts software of Central Government/ICMR such as PFMS etc.,• Knowledge of Internet Banking
Date & Time of Walk-in-Interview	13.03.2019 , Reporting time 09.00 to 10.00 A.M No candidates will be entertained beyond 10.00 A.M

GENERAL INFORMATION:

Age, qualification, experience etc., will be reckoned as on the date of walk-in-interview. No TA/DA will be paid for attending the interview. Candidates who wish to appear for the above can download the Application Form from the Website of ICMR-Vector Control Research Centre (www.vcrc.res.in). Candidates are requested to submit filled-in application along with requisite documents such as copy of PPO/Last Pay Certificate/Relieving order on retirement etc. during walk-in-interview. The candidates should also bring original certificates of educational qualifications (from SSC onwards), experience, Aadhaar Card, Community and PH certificates for verification. The appointing authority has the right to accept/reject any application without assigning any reason(s) and no correspondence in this matter will be entertained.

DIRECTOR**[Application Form](#)**