

UNIVERSITY OF CALICUT

(Administration F Section)

154737/AD-F-ASST-2/2016/Admrd

27.07.2018

NOTIFICATION

Online applications are invited from qualified candidates for appointment to the post of **FINANCE OFFICER** in the UGC pay band of Rs.37,400 - 67,000 +Rs. 10,000 AGP, in the University against a permanent vacancy.

I		Qualifications
	1	A First or Second class University Degree
	2	Should be an Associate Member/Fellow of the Institute of Chartered Accountants of India.
	3	Experience in Financial and Accounts matters in a supervising capacity for not less than 5 years in a University or other Public Institutions/Undertaking.
	4	Desirable: A First or Second class Masters Degree
II		Age
		Between 40 and 50 years as on 01.01.2018 Age relaxation as per existing rules shall be applicable in the case of reserved category candidates (SC/ST - 5 years and OBC - 3 years)
III		Nature of vacancy
		Open
IV		How to apply
	i	Applications to the above post shall be submitted online in the format available in the University website - (www.universityofcalicut.info)
	ii	Last date of submission of application online : 30.08.2018
	iii	The hard copies of the filled up online applications accompanied by attested copies of testimonials (Six sets) to prove age, qualification, experience and eligibility for concession in application fee (in the case of SC/ST candidates) along with chalan receipt (Demand Draft in the case of candidates out side the State) should reach the Registrar, University of Calicut, Calicut University P O, Malappuram Dist. Kerala State - 673 635 on or before 05.09.2018.
	iv	Registration fee : Rs. 1000/- (Rs. 250/- for SC/ST candidates)
V		Mode of remittance
		The registration fee shall be remitted to the Calicut University Fund as detailed below, for those who are residing inside the State of Kerala. * Friends/Jana Sevana Kendras in the Jurisdiction of the University.

a)	<p>* Branches of SBI under territorial jurisdiction of the University of Calicut and also in the selected branches in all other districts of Kerala.</p> <p>* Cash Counter, Tagore Niketan, University of Calicut, Calicut University P O, Malappuram Dist.</p>
b)	<p>For those applicants who are residing outside the State of Kerala:</p> <p>Demand Draft for Rs. 1000/- (Rupees One thousand only) (Rs. 250/- in the case of SC/ST candidates who are domicile of Kerala State) drawn in favour of the Finance Officer, University of Calicut, payable at State Bank of India, Calicut University Branch, Malappuram Dist., Kerala State.</p> <p>In both the cases, fee can be remitted online mode also.</p>
VI	<p>Points to be noted:</p>
	<ul style="list-style-type: none"> • The applications with the fee paid in accordance with the modes stipulated above will only be entertained. • The application fee paid will not be refunded or adjusted for any other purpose under any circumstances. • The University reserves the right for the cancellation of the proceedings as per this notification without any notice or refund of fee paid without assigning any reason thereof. • Those who possess Degrees awarded by Universities other than Calicut University should submit the Equivalency Certificate issued from Calicut University along with the application. • Only attested copies of certificates/documents need submit along with the application. • The cover containing application shall be superscribed "Application for the post of Finance Officer, University of Calicut". • Incomplete and late applications will not be entertained.

Registrar