

SRIC/06
Sundt
B (Acct)

FINANCE & PLANNING OFFICE
INDIAN INSTITUTE OF TECHNOLOGY ROORKEE

Dated: 09.11.2022

ADVERTISEMENT TO FILL UP PROJECT POSITIONS*

Applications are invited from Indian nationals only for project position as per the details given below for the consultancy/research project(s) under the Principal investigator (Name: **Prof. Partha Roy**, Dept./Centre **Dean of Resources & Alumni Affairs (DORA)**, Indian Institute of Technology, Roorkee.

1. Title of Project : DORA Promotional Activities
2. Sponsor of the project : Dean of Resources & Alumni Affairs (DORA) – Internal Funded
3. Duration : 1 year
4. Job description : ECMC and GCMC and other accounting work related to DORA office
5. Project position : 01

S.No.	Project positions	No. of posts	Qualification required	Amount
1.	Project Assistant	01	More than ten years of experience in accounting and handling accounts. <ul style="list-style-type: none">• Good knowledge of income tax and GST• Sound knowledge of accounting softwares.• Expertise in working in excel• Capable to work in the highly computerized / technologically advance environment.	Rs. 25,000/- + HRA

1. Candidates before appearing for the interview shall ensure that they are eligible for the position they intend to apply.
2. Candidates desiring to appear for the interview should submit their applications with the following documents at the time of interview.
 - a) Application in a plain paper with detailed CV including chronological discipline of degree/certificates obtained.
 - b) Details of work done and experience, especially relevant to the position applied for.
 - c) Copies of degree and experience certificate.
3. Candidate shall bring along with them the original degree(s)/certificate(s) and experience certificate(s) at the time of interview for verification.
4. Please note that No TA/DA is admissible for attending the interview.

The walk in interview will be held at office of **Dean, Finance & Planning** on **22-11-2022** at **08:00 AM**

Abshayam
डीवि (सिक)/(Dean SRIC)
भा. प्रौ. सं. रुड़की/IIT Roorkee

Sunil
12/11/22

Sanjiv
14/11/22

Partha Roy
(Prof. Partha Roy)
Name and signature
of Principal Investigator