

Centre for Skills & Jobs (CSJ) in NIRDPR, Hyderabad is a Central Technical Support Agency (CTSA) for the implementation of Deen Dayal Upadhyaya Grameen Kaushalya Yojana (DDU-GKY) Projects.

CSJ Division invites on-line applications for the position of **Assistant Director (Finance)** on purely contract basis. The Educational Qualification, Experience and the Remuneration are indicated in the table below:

1.	Designation	<b>Assistant Director (Finance)</b>
2.	Position	One
3.	<b>Job Description</b>	<ul style="list-style-type: none"> <li>Responsible for financial aspects of all projects (DDU-GKY, Roshni, Himayat, and SGSY)</li> <li>Oversee all financial operations and financial planning and structure</li> <li>Coordinate, analyse and report the financial performance</li> <li>Prepare short and long-term financial forecasts of financial performance for use with internal management and MoRD</li> <li>Oversee audit and tax functions</li> </ul>
4.	Qualification	<p><b>Minimum Qualification:</b> MBA Finance/ M.Com/ Chartered Accountants from ICAI/ People who cleared inter from ICAI will be considered if they have B.Com and show 7 years of Audit Experience/ Cost Accountant from ICAI (formerly ICWAI) with Audit Experience</p> <p><b>Desirable Qualification:</b></p> <ul style="list-style-type: none"> <li>CAs / ICWAI will be preferred</li> </ul>
5.	Experience	<p><b>Minimum Experience:</b> 5 years of experience in of Accounting/ Auditing in Corporate Organizations/ NGOs/ International Organizations/ Govt. Departments/ Projects. Article ship experienced candidates will be considered as part of the above experience</p> <p><b>Desirable Experience:</b></p> <ul style="list-style-type: none"> <li>Auditing &amp; Accounting of Govt. Projects</li> <li>International Projects</li> <li>Good knowledge of Computerised Accounting and use of Computer systems in office working</li> </ul>
6.	Age Limit	Not more than 40 years as on 01-01-2018
7.	Period and Nature of Contract	The engagement is purely on <b>contract</b> which will be initially for a period of <b>two years</b> . Extension can be considered, based on performance and requirement of the Institute.
8.	Remuneration	Rs. 60,000 per month