



VACANCIES

NATIONAL INSTITUTE OF EDUCATION

Applications are invited for the following post from qualified applicants. Please send the duly completed applications to reach the undersigned on or before 04th December 2024.

Please indicate the post on the top left hand corner of the envelope.

- I. Post** :- **Director (Finance)**
II. Salary Scale :- Rs: 80,295 - 15 x 2,270 - 114,345/- monthly
III. Age limit :- Age not less than 35 years and not more than 55 years.
IV. Category :- **Senior Manager (HM 1-1)**

V. Qualifications & Experience :

External candidates

1. A Bachelor's Degree obtained from a University/ Institution recognized by the U.G.C. in a field of Accountancy/ Commerce/ Management/ Financial Management/ Business Management/ Business Administration.

and

A Postgraduate Degree obtained from a University/ Institution recognized by the U.G.C. in a field of Accountancy/ Commerce/ Management/ Financial Management/ Business Management/ Business Administration or Possession of an Associate Membership of a recognized chartered professional Institute.

and

A minimum of 15 years of experience in a field of Accountancy or Financial Management at managerial level in a Government/ Public Corporation/ Statutory Board or a recognized Private Establishment.

2. Having obtained full membership of a chartered professional institute in the field of accountancy.

and

A minimum of 15 years of experience in a field of Accountancy or Financial Management at the middle managerial level in a Government/ Public Corporation or a Statutory Board.

Internal candidates

1. Having obtained the above qualifications mentioned for the external candidates.

OR

2. A minimum of 5 years of satisfactory service in a Grade I post at Middle Managerial level (MM) related to Financial Management.

GENERAL CONDITIONS

- Applications should be forwarded with certified copies of Birth Certificate, Educational/ Professional Certificates and Services Certificates.
- Applicants from the Public Sector, Corporations, Statutory Bodies and Government Departments should forward their applications through the Heads of the Organizations.
- This post is permanent and the selected candidate will contribute 8% of salary to EPF and the Institution will contribute 12% to EPF and a further 3% to ETF.
- In addition to the basic salary, other approved allowances shall be paid.
- The upper age limit does not apply to candidates from the Public Sector/ Corporations/ Statutory Bodies/ Government Departments and the National Institute of Education.

**Director General
National Institute of Education**