



NABARD Consultancy Services
(A wholly owned subsidiary of NABARD)
(An ISO 9001: 2015 Company)

NABARD Consultancy Services (NABCONS) a wholly owned Company of NABARD and a leading consultancy organization in the field of agriculture and rural development (www.nabcons.com) invites ONLY ONLINE applications from Indian Citizens for the post of Associate Consultant-Finance and Accounts (01 Post) as Core Contract Staff at Corporate Office, NABCONS , New Delhi.

A. Associate Consultant-Finance and Accounts - Key Responsibilities:

- i. Maintenance of accounts
- ii. Preparation and review of Financial Statements
- iii. Preparation and review of budget estimates
- iv. Coordination for various types of audit, etc.
- v. Any other work assigned from time to time

B. Eligibility Criteria

I. Educational Qualification:

- i. Bachelor of Commerce/Bachelor of Commerce (Honours) with minimum 60% or equivalent marks in CGPA from a reputed institution and ;
- ii. Should possess CA/CFA/ICWA qualification having registration with ICAI/ICWA or equivalent

II. Experience:

- i. At least three years of experience, post CA/CFA/ICWA qualification, in Accounts, preparation of financial statements and Balance Sheet, direct and indirect taxation etc. in a reputed organization.
- ii. Work experience in various types of accounting software such as ERP, Tally etc.

III. Age Criteria:

Candidates should be preferably below 35 years as on 30 September 2019.

C. Remuneration:

The candidate will be paid consolidated remuneration of Rs. 55,000/- per month. The staff will be liable for tax liabilities as per Income Tax Act & Rules in force and the tax will be deducted at source.

D. Other Facilities:

In addition to the remuneration as mentioned above, other facilities as under will be provided:

- i. Lunch allowance of Rs 2000/- per month.
- ii. Mobile and internet allowance of Rs 1500/- per month on declaration on reimbursement basis.
- iii. Health Insurance for self and family including dependent parents upto premium amount of Rs. 15000/- per year
- iv. Candidate will also be eligible for PF and Gratuity as per Company's policy. It may be mentioned that the option for PF is irrevocable and once exercised cannot be changed in future.

- v. Halting / travelling and conveyance during official visits will be applicable as per Company's policy
- vi. Candidates are eligible for annual increment on satisfactory performance and completion of one year of service
- vii. Candidate will be eligible for Leave facilities as applicable to Core Contract Staff from time to time.

E. Contract Period:

Initial contract for one year which may be extended for a further period in block of three years based on periodic performance review, as per extant Company's policy.

F. How to Apply:

Interested candidates may apply online in the prescribed format within 10 days from 22 November 2019 to 01 December 2019 by clicking on the following link and filling the details therein:

Position	Link to Apply
Associate Consultant-Finance and Accounts	https://forms.gle/wpcG4X52BGdZ6FbDA

In case the above link does not work, you may also copy and paste the link in your web browser and fill the details therein.

G. Last date for submission of online applications: 01 December 2019

H. General Information:

- Only Shortlisted candidates will be called for the interview. Location for the Selection process will be New Delhi. The candidates may kindly note that any cost incurred by them for attending the interview will not be reimbursed by NABCONS.
- The applicant may submit the declaration in the Google form with respect to the educational qualification and experience. Self-attested copies of educational qualifications and experience certificates to be compulsorily submitted at the time of the interview. Original documents shall be produced for verification at the time of interviews, failing which candidate will not be allowed to attend the interview.
- Place of posting of the candidate appointed will initially be at Corporate Office, New Delhi. Candidates however are liable to be posted anywhere in India as per Company requirement.
- List of selected and waitlisted candidates for the post will be uploaded in NABCONS website (www.nabcons.com) after the selection process is completed. The validity of the waitlisted panel will be for one year.
- No correspondence will be entertained from any ineligible and non-selected candidate in all matters regarding eligibility, selection process, documents to be produced for the selection process, assessment, prescribing minimum qualifying standards, number of vacancies, communication of result, etc. The company's decision shall be final and binding on the candidates and no correspondence shall be entertained in this regard.
- The final appointment will be based on the decision of selection committee constituted for the purpose. Company reserves the right to increase/ decrease the number of posts or not to fill up any of the posts.
- The appointment shall be subject to being found medically fit, for which purpose the candidate shall be required to undergo the protocol of medical tests upon reporting at place of posting. The

continuance in NABCONS's service shall be subject to remaining medically fit to discharge duties and responsibilities. The decision of NABCONS regarding medical fitness shall be final and binding on the candidate.

- Merely satisfying the eligible criteria does not entitle a candidate to be called for the interview. NABCONS reserves the right to call only the requisite number of candidates for the interview depending on number of responses, after preliminary screening / shortlisting with reference to candidate's qualification, suitability, experience, etc (as per section B) . Applications received after the due date shall not be entertained and will be rejected.
- Under no circumstances, applications by hand or any other mode will be entertained. The application submitted through online mode provided in this advertisement only will be accepted.
- NABCONS reserves the right to cancel the recruitment for the captioned post without assigning any reason at any stage.
- The contractually engaged staff shall have no legal claim to regular absorption either during the period of contract or after the period of contract expires. Similarly, the selected candidates will have no claims as to seniority.

Advt. Ref. No. NABCONS/CO-HR/19/CCS/2019-20

Dated: 22 November 2019