



**NATIONAL INSTITUTE OF RURAL DEVELOPMENT & PANCHAYATI RAJ**  
**(An Organization of Ministry of Rural Development, Government of India)**  
**Rajendranagar, Hyderabad-500 030.**

Advt.No.01/2022  
(NIRDPR/AR(E)/Admn.A/2021/91)

NIRD&PR is the country's apex organisation for undertaking training, research and action research and consultancy in all aspects of Rural Development. NIRD&PR invites applications through online for the following various Group A, B & C posts **on Deputation basis.**

| S.No. | Name of the Post                     | Pay Matrix<br>(as per 7 <sup>th</sup><br>CPC) | Vacancy |
|-------|--------------------------------------|---|---------|
| 1.    | Director (Finance)                   | Level-13                                      | 1       |
| 2.    | Assistant Financial<br>Advisor & PAO | Level-11                                      | 1       |
| 3.    | Assistant Registrar                  | Level-11                                      | 2       |
| 4.    | Accounts Officer                     | Level-9                                       | 3       |
| 5.    | Section Officer                      | Level-7                                       | 3       |
| 6.    | Junior Engineer (Civil)              | Level-6                                       | 1       |

**Details of Eligibility Criteria**

**1. Director (Finance) (Group `A`) - Pay Scale: Level – 13 in 7<sup>th</sup> CPC**

**One Post on Deputation Basis** for a period **not exceeding three years** on such terms and conditions governing the deputation in Government of India from time to time-

(a) From amongst the officers of the organized finance services of the Govt. Of India like (i) Indian Audit & Accounts Service (IA&AS), (ii) Indian Civil Accounts Service (ICAS), (iii) Indian Defence Accounts Service (IDAS), (iv) Indian Railway Accounts Service (IRAS), (v) Indian Postal and Telegraph Accounts and Finance Service etc. holding analogous post or with five years service in the Grade Pay of Rs.7,600/- (Level-12).

OR

(b) From amongst the officers of the State Finance & Accounts / Audit service holding analogous post or with 7 years service in the Grade Pay of Rs.7,600/- (Level-12) or equivalent thereto.

OR

(c) From amongst the officers of the Central Public Sector Undertaking / Statutory, Autonomous organization holding analogous post in the finance wing or with five year service in Grade Pay of Rs.7,600/- (Level-12) or equivalent thereto and possessing qualification and experience mentioned below:

Possessing the following qualification and experience

(i) B.Com

(ii) MBA (Finance) or Chartered Accountants or ICWA.

Having five years experience in matters related to preparation of plan, budget, management of Govt. funds, internal and external audit, C&AG audit and other related financial & accounting matters.

OR

(d) From amongst the officers of the State Autonomous Bodies / Corporation and Statutory bodies / organizations,. Holding analogous post in the finance wing with Grade Pay of Rs.8,700/- (Level-13) or equivalent thereto or with seven years regular service in the Grade Pay of Rs.7,600/- (Level-12) or equivalent thereto and possessing qualification and experience mentioned below:

Possessing the following qualification and experience

(i) B.Com

(ii) MBA (Finance) or Chartered Accountants or ICWA.

Having five years experience in matters related to preparation of plan, budget, management of Govt. funds, internal and external audit, C&AG audit and other related financial & accounting matters.

**Age: Maximum 56 years** as on closing date of application

**2. Assistant Financial Advisor & Pay and Accounts Officer (AFA & PAO) (Group 'A') - Pay Scale: Level – 11 in 7<sup>th</sup> CPC**

**One Post on Deputation Basis** for a period **not exceeding three years** on such terms and conditions governing the deputation in Government of India from time to time-

*'Accounts Officers / Audit Officers with not less than six years of service in the Indian Audit and Accounts Department or in the other Accounts Organizations in the Ministries / Departments of the Government of India (controlled by the Controller General of Accounts, Controller General of Defence Accounts, Ministry of Railways, Department of Posts, etc.)'*

**Age: Maximum 56 years** as on closing date of application

**3. Assistant Registrar (Group 'A') – Two posts on deputation basis** for a period not exceeding three years on such terms and conditions governing the deputation in Government of India from

time to time.

**Pay in the Pay Matrix as per 7<sup>th</sup> CPC : Level 11** (pre-revised 6<sup>th</sup> CPC Rs.15600-39100 plus GP of Rs.6600)

**Essential :**

- i) A Degree from a recognized University
- ii) Should hold analogous post at Level 11 (as per 7<sup>th</sup> CPC) on regular basis in any Central/ State.Government/ Autonomous organizations under Central/ State Government.

OR

Should be working in any Central/ State Government at Level 10 (as per 7<sup>th</sup> CPC) for atleast 5 years/ working in autonomous organisations under Central/ State Government at equivalent pay level with a minimum experience of 15 years.

- iii) Fully conversant with the Government rules and regulations/ office procedures and administrative matters/ maintenance of accounts/ stores/ purchase procedures/ maintenance of equipment and supply estate maintenance.

**Desirable:**

Post Graduation/ Degree in Law/ Master in Business Administration (MBA)/ Degree or Diploma in Personnel Management from a recognised University.

**Age: Maximum 56 years** as on closing date of application.

**4. ACCOUNTS OFFICER (GROUP 'B') – Three posts on deputation basis  
(Two posts at NIRDPR, Hyderabad and One post at NIRDPR-NERC, Guwahati)**

**Pay in the Pay Matrix as per 7<sup>th</sup> CPC:Level 9** (pre-revised 6<sup>th</sup> CPC Rs.9300-34800 plus Grade Pay of Rs.5400/-)

**Essential**

- i) A degree from recognized university, preferably in Commerce.
- ii) Employee of the Audit & Accounts Department, Civil Accounts Organisation of the ministries of the Government of India, Defence Accounts Department, Department of Railway Accounts, or Department of Posts and Telegraphs who have passed the SAS (SOGE) or equivalent examination conducted by the respective organisations.

**Age: Maximum 56 years** as on closing date of application

**5. Section Officer (Group `B') – Three Posts on Deputation (Two posts at NIRDPR, Hyderabad and one post at NIRDPR-NERC, Guwahati)**

***Pay in the Pay Matrix as per 7<sup>th</sup> CPC Level 7 -(Rs. 9300-34800 plus Grade Pay Rs. 4600/-)***

**Essential**

- i) A degree of a recognized university preferably in law or commerce
- ii) About seven years experience as a senior Assistant in any government office, university or public undertaking or a reputed firm of which at least three years should be in supervisory capacity.

**Desirable**

1. Familiarity with the rules, regulations and office procedure in a Government or in a Quasi-government organization.
2. Capacity to organize and handle an office independently.

**Age: Maximum 56 years** as on closing date of application

**6. Junior Engineer (Civil) (Group `C) – One Post on Deputation**

***Pay in the Pay Matrix as per 7<sup>th</sup> CPC: Level 6 (pre-revised 6<sup>th</sup> CPC Rs.9300-34800 plus Grade Pay of Rs.4200/-)***

**Essential**

- i) Degree or Diploma in Civil Engineering with three years experience in Civil Wing of any Government Department or organization including Roads & buildings Department, Public Sector Undertakings, Autonomous bodies, etc.

**Age: Maximum 56 years** as on closing date of application

## **General Conditions:**

1. The applicants who had already applied for the post of 'Assistant Registrar' in response to our earlier Advt. No.01/2021 and 09/2021 need not apply again.
2. All Group 'A' Officers on deputation will be given Training Allowance @ 24% on the Basic.
3. Employed personnel should submit their applications through proper channel. Advance copies within prescribed due date will be considered. However, applicants will have to produce **NO OBJECTION CERTIFICATE** from the employer at the time of interview.
4. Pay certificate duly signed by the pay drawing authority should be attached along with details of experience and present status.
5. Mere fulfillment of the qualifications prescribed does not entitle the candidate to be called for interview.
6. In case of large number of applications, the Institute may shortlist the candidates as may be necessary.
7. Only Indian Nationals are eligible to apply.
8. No correspondence will be entertained from the candidates regarding postal delays, short-listing, reasons for not being called for interview, selection or appointment.
9. Experience will be reckoned as on the last date of submission of application. Clear quality Xerox attested copies of all important certificates and documents must be uploaded with the online application.
10. The prescribed requirements are minimum and the mere fact that a candidate possesses the same will not entitle him / her for being called for interview. More stringent criteria may be applied for short-listing the candidates to be called for interview. Applicants having higher qualification and merit will be given

preference.

11. Institute reserves the right not to fill up any of the vacancies advertised, if the circumstances so warrant. The Institute reserves the rights to withdraw the advertised post(s) at any time without giving any reason. Any consequential vacancies arising at the time of interview may also be filled up from the available candidates. The number of positions is thus open to change. The Institute may relax the qualification / experience and age limit at its discretion at any stage in case of candidates with exceptional merit.
12. Canvassing in any form will be treated as disqualification.
13. No correspondence will be entertained as regards short-listing, calling for interview, selection or appointment.
14. Candidate selected for the post of Assistant Registrar and Junior Engineer (Civil) has to stay compulsorily in the campus.
15. The Institute reserves the right to relax any of the requirements i.e., age, educational qualification, experience, etc., in exceptional cases.
16. The Competent Authority reserves the right to decide to fill up or not to filling up these advertised posts.
17. In case of any disputes / suites or legal proceedings against the Institute, the jurisdiction shall be restricted to the Courts of Hyderabad.
18. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of appointment letter, the Institute reserves the right to modify / withdraw / cancel any communication made to the candidates.
19. In case of any dispute / ambiguity that may occur in the process of selection, the decision of the Institute shall be final;

20. Application incomplete in any respect and not accompanied by relevant certificates / documents / photograph will be summarily rejected.
21. The terms and conditions of deputation in Government of India are governed by Government of India OM No. 6/8/2009-Estt.(Pay), dt. 17.6.2010 and subsequent orders issued from time to time.
22. The candidate may ensure that the following documents along with the application may be forwarded by their cadre controlling authorities/ Head of departments
- i. Vigilance Clearance;
  - ii. Integrity certificate;
  - iii. No Objection Certificate from the forwarding authority; and
  - iv. Photocopies of ACRs/APARs of last five years
23. The candidates applying on deputation basis after submission of online application shall take a print out of application and apply through his / her parent organization to forward the same along with Vigilance Clearance, Integrity Certificate, NOC from forwarding authority and photocopies of ACRs/ APARs for last 5 years and send the application to Assistant Registrar (E), National Institute of Rural Development & Panchayati Raj, Rajendranagar, Hyderabad – 500 030, so as to reach it on or before **25-02-2022** by **5.30 PM**.

**The appointment will be subject to the Provisions of the Institute Rules and subject to the concurrence from the Government of India.**

Interested candidates may apply through **Online Registration** available on the website [www.nirdpr.org.in](http://www.nirdpr.org.in) on or before **25-02-2022** (5.30 PM).

Assistant Registrar (E)