



ಮಾನವ ಸಂಪನ್ಮೂಲ ವಿಭಾಗ/ಮಾನವ ಸಂಪನ್ಮೂಲ ಅನುಭಾಗ/HUMAN RESOURCES SECTION
ಭಾರತೀಯ ವಿಜ್ಞಾನ ಸಂಸ್ಥೆ/ಭಾರತೀಯ ವಿಜ್ಞಾನ ಸಂಸ್ಥಾನ/INDIAN INSTITUTE OF SCIENCE
ಬೆಂಗಳೂರು/ಬೆಂಗಳೂರು/BENGALURU – 560012
ದೂರವಾಣಿ/ದೂರಭಾಷೆ/TELEPHONE : 080-2293-2493
ಇ-ಮೇಲ್/E-mail/ईमेल : recruitment.council@iisc.ac.in

Advertisement No.R(HR)308-2024 dated 10th January 2024

The Indian Institute of Science, a premier Centrally Funded Technical Institution for higher education and research in the field of Science & Engineering, funded by the Government of India, has completed a century of major contributions to the nation, put in place new infrastructure (buildings & equipment), several new interdisciplinary programs, and a brilliant faculty and has embarked on the mission to become a world leader in advanced education and research. To this end, the Institute is seeking applications from individuals for the following post, to be filled on Direct Recruitment or on contract basis or on deputation on foreign service basis as per the standard terms and conditions of the Government of India and its applicability to the Institute.

Sl. No	Post	Financial Controller (01 post – Unreserved)
1	Pay Structure	PB-4: 37400-6700+GP 10000 [Pay Level 14 of 7 th CPC (Rs. 1,44,200- Rs.2,18,200)]
2	Tenure appointment	<u>On Direct Recruitment</u> Till the age of 62 years with a probation of two years. <u>On Deputation</u> Tenure of up to 5 years or till attaining the age of 62 years whichever is earlier or as fixed by GOI by orders issued in this regard from time to time. <u>On Contract</u> For a period of 5 years or till attaining the age of 62 years whichever is earlier with a probation of one year.
3	Essential Qualification	A Postgraduate degree with at least 55% marks or its equivalent grade.
4	Experience	15 years of experience in financial administration in Central Govt. Organization/State Govt. Organization/Central PSU/ Central Autonomous bodies/Research Establishments/ Institutes of Higher Education, of which 8 years in Level 12 of 7 th CPC as Deputy Registrar/DDO/Deputy Secretary/Deputy Finance Officer or equivalent post. <u>For Deputation</u> Officers from the Central/ State Governments or Institute of national importance or Universities/ University level institution or PSUs a) Holding analogous post, and/or b) Possessing educational qualification and experience as prescribed for direct recruitment

5	Desirable Experience	Sound working knowledge of rules and regulations of Central Government/University/R&D Institution relating to accounts/audit, service conditions, corporate accounting and related financial matters. Proven leadership qualities, adaptability, flexibility and ability to work as a team leader.
6	Job Description	The selected candidate shall report to the Dean (A&F)/Director. They will (i) be in immediate charge of the finance and accounts section of the Institute: (ii) function as an internal financial adviser: (iii) monitor flow of funds and be responsible for the budgetary control, management of grants, investments, ways and means position: (iv) prepare periodical financial review/control statements, and (v) discharge such other duties as may be assigned from time to time.
7	Age as on last date for submission of Application	55 years.

Institutions of higher education means the list of Institutes issued by Govt. of India on its behalf which is available in the website of Dept. of Higher Education, Ministry of Education. The exclusive list of such institutes is as below :-

- a) Institution of National Importance- <https://www.education.gov.in/institutions-national-importance>
- b) Central universities - <https://www.education.gov.in/central-universities-0>
- c) State Universities - <https://www.education.gov.in/state-universities>
- d) MoE Funded Technical institutions - <https://www.education.gov.in/technical-education-1>

Terms and conditions:

1. Physically Handicapped candidates with disabilities viz. Orthopedically Handicapped/Locomotor disability/Cerebral Palsy with One Leg Affected (Right or Left) (OL) or One Arm Affected (Right or Left) (OA) or Blind(B) or Low vision (LV) and Hearing Impaired can also apply.
2. Relaxation in age is applicable to Persons with Benchmark Disability and Ex-Servicemen as per Govt of India norms as applicable to the Institute.
3. The candidate must be a citizen of India.
4. Candidates have to apply online only. Incomplete applications in any respect will not be considered. No further correspondence will be entertained in this regard. Physical application will not be considered.
5. All the details filled in the online application will be treated as final and no changes shall be entertained thereafter and same will be taken into consideration for the whole recruitment process. Uploaded documents to be clear and visible.
6. Candidates, who have submitted experience certificates from PSU / Autonomous bodies having different pay scales, should mandatorily submit equivalence certificate for consideration of their experience. Else, experience would not be considered.
7. Certificate(s) in support of experience(s) should be as per the format attached. It should be on the employer's organization's letter head bearing the date of issue.
8. Candidates who are awarded gradations under CGPA/GPA system in respect of Master's Degree are advised to submit correct percentage of marks obtained as per the University/Institute guidelines for conversion of CGPA/GPA to appropriate percentage. The proof (letter issued by the University/Institute) of the same will be submitted during the document verification.

9. The prescribed qualifications and experience are the minimum required and the mere fact that a candidate possesses the same will not entitle him/her for being called for an interview. The Institute reserves the right to restrict the number of candidates admitted for interview to a reasonable number, on the basis of qualifications and/or experience higher than the minimum prescribed.
10. Selection to the post will be through interview. However, Institute reserves the right to conduct a written exam, if required.
11. All Candidates should obtain NOC from the present employer (wherever applicable) and upload online. However, application without NOC will also be considered provided the candidate uploads a duly signed undertaking that the NOC will be submitted at the time of Interview.
12. The terms of the deputation will be as per memo No. 61812009-Estt. (Pay II) dated 17.06.2010 and other orders issued by Gol in this regard from time to time .
13. Applications should be submitted well in advance, without waiting until the last date.
14. Call letters to attend the interview will be sent only to the short-listed candidates by mail. Candidates are required to check their registered e-mail ID frequently. No correspondence will be made with applicants who are not shortlisted/not called for interview.
15. The Institute reserves the right to reject any application without assigning any reason. The Institute also reserves the right to cancel the advertisement/ recruitment at any stage due to any administrative reason. No correspondence will be entertained in this regard.
16. The Institute reserves the right to conduct the interview online or in-person. Out station candidates called for interview will be paid railway fare (2nd AC) from the place of duty/residence to Bengaluru and back by shortest route on production of tickets.
17. During the period of service, every employee shall observe, obey and abide by the Scheme, Regulations and Byelaws (SRB), Administrative Manuals, other statutory documents, CCS (Conduct) Rules and CCS (CCA) Rules etc.
18. The selected candidate will be covered under the New Contributory Pension Scheme as notified by the Government of India; Ministry of Finance vide Gazette notification F.No.5/7/2003-ECB & PR dated 22nd December 2003. However, candidate, who entered into Central Govt. service or in the service of an Autonomous Body set up by Central Govt. (satisfying the conditions laid down in Para – 4 of O.M. dated 29.08.1984) on or before 31.12.2003 and who was governed by Central Civil Service (Pension) Rules, 1972, will continue to be governed by the provisions of CCS(Pension) Rules, 1972, if, such candidate submits technical resignation on or after 01.01.2004 under the provisions of the DP&&AR's O.M. No.28/10/84-PU dated 29.08.1984.
19. The Institute reserves the right to verify the antecedents or documents submitted by the candidate at any time during the service. In case it is found that the documents submitted by the candidate are not genuine, then his/her services shall be terminated and disciplinary/criminal proceedings will be initiated.
20. The details filled-in by the applicants in the application form will be duly verified before publishing the results. If the candidates fail to provide the authentic proof for the details filled-in by them, their candidature will be summarily forfeited.
21. Any dispute with regard to the selection process will be subject to Honourable Court/Tribunal having jurisdiction over Bangalore.
22. In case of any ambiguity/dispute arises on account of interpretation between the English and other language versions of the notification, instructions detailed in the English version shall be final.
23. The recruitment portal will be open from **10.01.2024 to 08.02.2024** for submission of applications online.

Interested individuals are requested to apply online on the following link: <http://recruitment.iisc.ac.in/NonTeaching/> along with the certified copies of supporting documents on or before 08.02.2024.

REGISTRAR

Link to apply online: <http://recruitment.iisc.ac.in/NonTeaching/>