

For Website purpose



Avinashilingam Institute for Home Science and Higher Education for Women

(Deemed to be University Estd. u/s 3 of UGC Act 1956, Category A by MHRD)
Re-accredited with A++ Grade by NAAC. CGPA 3.65/4, Category I by UGC
Coimbatore - 641 043, Tamil Nadu, India

Advt.No.AIHS&HE/2023-2024/Estt./ 01

Applications are invited from eligible women candidates for the following Non-Teaching Posts

Name of the Post	No.of.Post	Age Max	Pay Level as per 7 th CPC Pay Matrix
Finance Officer	01 (UR) *	57	Pay Level – 14 Group A post

Abbreviation: UR – Unreserved. * Men can also apply.

The filled in application form along with application cost of Rs.500/- (for SC/ST – Rs. 250/-) by Demand Draft in favour of **The Registrar, Avinashilingam Institute** should reach the “Registrar” on or before **25.04.2024** with necessary enclosures.

Those who are in service should send their application through proper channel within the due date.

The Institute reserves the right not to call for Selection or not to fill any/all of the vacancies advertised without assigning any reasons.

Dated: 27.03.2024


REGISTRAR

GROUP A – Finance Officer – (Level as per Pay Matrix + allowances as admissible under the Government of India rules. Level – 14 -Rs.144200/-)

No. of Post - 01 - Men and Women may apply

Mode of Recruitment - Direct

- (a) The appointment of Finance Officer will be on the basis of Direct Recruitment for a tenure of five years (or) till attaining the age of 62 years whichever is earlier.

AGE LIMIT:

For Direct Recruitment – Maximum age of 57 years.

QUALIFICATION AND EXPERIENCE:

ESSENTIAL:

1. Master's Degree with Commerce or Business Administration (Finance) or Comparable equivalent degree in relevant area with at least 55% of the marks or its equivalent grade of B in the UGC Seven Point Scale from a recognized University / Institute.
2. At least fifteen years of experience as Assistant Professor in the Pay Matrix Level – 11 – Entry Pay - Rs.68,900/- and above or with 8 years of service in the Pay Matrix Level – 12 - Entry Pay Rs.79,800/- and above including as Associate Professor along with experience in Educational Administration
(or)
Comparable experience in Research Establishment and / or other Institution of Higher Education
(or)
15 years of administrative experience of which 8 years as Deputy Registrar or an equivalent post with experience in Finance and Accounts.
(or)
A Commerce Graduate and qualified CA/ICWA with at least 15 years of work experience in the relevant field of activities

DESIRABLE:

1. Master's degree in Business Administration (Finance) / Commerce (or) possessing CA/ICWA qualification
2. Knowledge in Hindi Language
3. Knowledge of Computer Applications for accounting online transactions