

**Recruitment Rules for the post of Section Officer (Finance)**

1.	Name of the post	Section Officer (Finance)
2.	Number of Posts	9
3.	Classification	Group B
4.	Scale of Pay	Level 8 under 7 <sup>th</sup> CPC [Pre revised Rs. 9300-34800 + GP Rs.4800]
5.	Whether Selection post or non-Selection post	Selection Post
6.	Age limit for direct recruitment	Not more than 45 years.
7.	Educational and other qualifications required for Direct Recruitment	(i) Educational Qualification: A Bachelor's Degree in Commerce or Mathematics or Statistics. (ii) Service Qualification: At least 5 years of work experience in the area of Finance and Accounts in Level 6 under 7 <sup>th</sup> CPC or equivalent in any Central/State University or autonomous educational/ research institution, Central/ State Government or Government undertaking, Port Trust, etc. (iii) Working knowledge of Information & Communication Technology, especially in Accounting Software.
8.	Whether Age & Educational qualifications prescribed for direct recruits will apply in the case of Deputationists and Promotees?	Promotion Age: No Educational Qualifications: Yes  Deputation Age: 56 years Educational Qualifications: Yes
9.	Period of probation, if any	Two years of direct recruit
10.	Method of recruitment	By Promotion 50%, failing which by deputation. By Direct Recruitment: 50%. <u>Direct Recruitment:</u> will be done through an Online/Offline Screening Test and Interview. Online/Offline Screening Test is not necessary in the case of Deputation and Promotion (Interview Only). <u>Promotion:</u> From Senior Assistant (Finance) or equivalent with at least 8 years of regular service subject to assessment by Departmental Promotion Committee. <u>Deputation:</u> from a person holding analogous post on regular basis (or) at least 5 years' experience as Senior Assistant (Finance) or equivalent post working in Level 6 under 7 <sup>th</sup> CPC or equivalent in the area of Finance and Accounts in any Central/State University or autonomous educational/research institution, Central/State Government or Government undertaking, Port trust, etc.
11.	If a Selection Committee/ Departmental Promotion Committee exists, what is its composition?	(i) Registrar as Chairperson. (ii) One Campus Director nominated by the Vice Chancellor. (iii) Two nominees of the Vice Chancellor

12.	Remarks	<ul style="list-style-type: none"><li>(i) Age of superannuation: 60 years.</li><li>(ii) For Deputationists, relevant age of the sponsoring Department/Agency will apply subject to a maximum of 60 years.</li><li>(iii) The crucial date for determining the eligibility conditions shall be the closing date for receipt of applications from candidates.</li><li>(iv) The educational qualifications must be from a university/ institution recognized by Statutory Authorities.</li><li>(v) The decision of IMU regarding the relevancy of educational qualifications and work experience shall be final.</li></ul>
-----	---------	--