

Jharkhand Education Project Council (JEPC)

Recruitment of Senior Professionals on Short Term Contract/short Term Deputation basis for State Level Management Structure

Jharkhand Education Project Council (JEPC) is a registered body under the Societies Registration Act, 1860. JEPC, as a State Implementation Society is responsible for the Implementation of Samagra Shiksha Abhiyan (SSA) which is a National Programme of the Government of India and State Government for universalisation of elementary education. SSA is among the largest national level social programme aiming to provide elementary education to all children in the age group of 6-18 years. Besides, JEPC is also implementing the Kasturba Gandhi Balika Vidyalaya, JBAV and other similar programmes in the State of Jharkhand.

Application are invited from the eligible candidates for recruitment of Finance and Accounts Personnels as per detail given below on short term contractual basis in the State level Office of Jharkhand Education Project Council, JSCA Stadium Road, Sector-3, Dhurwa, Ranchi-834004 as per the provisions of Jharkhand Education Project Council for implementation of Samagra Shiksha Abhiyan (SSA) and other associated activities given as under :-

Post code	Name of Post	Position	Sanctioned Posts	No. of Posts vacant	Upper Age Limit	Monthly Consolidated Remuneration (INR)
01	Finance Controller	State level office, JEPC, Ranchi	01	01	62	As per notification of Finance Department Govt. of Jharkhand for retired Govt. Servants
02	Audit Controller		01	01	62	
03	Auditor		01	01	62	

The appointment of professionals as mentioned above will be purely on contractual basis for period of one year, to be reviewed annually based on performance, output and desired impact and extendable up to 03 years in the Jharkhand Education Project Council, State level office, Dhurwa, Ranchi in terms and provisions mentioned in the Jharkhand Education Project Council Service Manual.

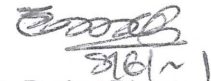
Educational Qualification, Experience and Competencies :

Post code	Post	Eligibility Criteria	Education and Experience Particulars	Roles and Responsibilities
01	Finance Controller	Retired from State/ Central Government Department/ PSU pay scale not below 9300-34800 grade pay 6600/- minimum at the time of retirement from equivalent or higher post.	Group A (Class I) retired Officers from Accountant General Office. OR Retired Class I Officers of State Government with experience of working in Finance Department as not below the rank of Accounts Officer or Finance Officer with minimum experience of 10 years OR Retired from Central / State Government Organizations/ Semi Government Organizations / Public Sector undertakings with relevant experience of 10 years in financial management.	<ul style="list-style-type: none"> • Person will support and oversee the accounts expenditure of the state level office and district units • Look after the fund flow in the state and district also. • Responsible to produce timely, relevant and reliable information needed for the periodical review of the finance to keep its track of timely and proper implementation. • Responsible for reporting to State /National level. • Attend the auditors and reply to all audit observations of Statutory Auditors/AG Auditors. • Look after the procurement process. • Ensure that expenditure incurred

Post code	Post	Eligibility Criteria	Education and Experience Particulars	Roles and Responsibilities
				in financial order and funds allotted. Any other job assigned by the office.
02	Audit Controller	Retired from State/ Central Government Department/ PSU pay scale not below 9300-34800 grade pay 5400/- minimum at the time of retirement from equivalent or higher post.	Retired Officers of Account General Office/ CAG Office or Finance Department of State Government not below the rank of Senior Audit Officer with minimum 08 years of experience of Audit of Field Offices. OR 08 years of experience of Financial Audit in Central / State Government Organizations/ Semi Government Organizations/ Public Sector undertakings	<ul style="list-style-type: none"> • Coordination with Auditors of Chartered Accountants, Finance Audit, AG Audit, Internal Audit and its Compliance to different authorities. • Review and monitoring of Audit objections and compliance of district/block and State level office.
03	Auditor	Retired from State/ Central Government Department/ PSU pay scale not below 9300-34800 grade pay 4200/- minimum at the time of retirement from equivalent or higher post.	Retired official of Accountant General Office/ CAG Office or Finance Department of State Government not below the rank of Senior Auditor with 10 years of experience.	<ul style="list-style-type: none"> • Auditing the books of accounts of head office and is responsible for proper maintenance of the same. • To make good, deficiencies found in the books of accounts and, if necessary, write the books and make necessary modification in the books of accounts. • Attend to the statutory auditor for the audit of the unit. Any assignment assigned by the office.

General Information Terms and Conditions :

1. The position are purely contractual in nature and co-terminus with the projects or maximum age of 65 years.
2. Selected candidates will be given an initial contract for one year period.
3. The performance of individual may be reviewed against their key responsibility areas and on the annual action plan prepared by their respective reporting officers at the end of one year. Based on satisfactory performance, candidate may be eligible for renewal of their contract for maximum of 02 consecutive years on annual basis.
4. The selected candidates will have to sign a contractual agreement in the prescribed format.
5. The selected candidates will have to submit that after completion of the project or tenure of contract the candidature will terminate automatically unless the contract is not renewed.
6. The contract shall not confer any right or claim or extension/ absorption in the Jharkhand Education Project Council.
7. Applicant have to enclose relevant experience certificate along with application in prescribed form (Annexed with this advertisement) including last pay slip and pension slip through registered post address to **State Project Director, Jharkhand Education Project Council, JSCA Stadium Road, Sector-3, Dhurwa, Ranchi-834004** on or before 25.06.2021 by 05:00 PM
8. The engagement will be on the basis of Sankalp No. 1243/वि. dated 28.04.2016 of Planning cum Finance Department, Govt. of Jharkhand.
9. Candidate should be below 63 years of age at the time of joining.



State Project Director
Jharkhand Education Project Council,
Ranchi

APPLICATION FORM

Position Applied for :.....

1. PERSONAL DETAILS

Name of Candidate	(First Name)	(Surname)
	<u>Permanent</u>	<u>Present</u>
Address		
Mobile/Phone No.		
Telephone-Residence		
Telephone-Office		
Email Id.		
Date of Birth : (DD/MM/YY)		
Category : (ST/SC/EWS/BC-I/BC-II/General)		
Sex : (Male/Female/Transgender)		

2. EDUCATION QUALIFICATION (Recent First)

Qualification	University/Institution	Main Subjects	Completion Year	Division/Grade	Marks %

3. EMPLOYMENT/WORK EXPERIENCE DETAILS

Name & Address of Employer	Designation	Duration	Experience	Brief Description of Responsibilities	Name & Designation of Reporting Authority
Total Experience					

4. KEY COMPETENCIES/ SKILLS

S.No.	Computer Skills	Detail
	Other Skills/Competencies	

5. LANGUAGE PROFECIENCY (Please Tick The Appropriate Column)

Language	Ability To Converse			Ability To Read			Ability To Write		
English									
Hindi									
Other (Please Specify)									

6. ANY OTHER INFORMATION (May be provided by Applicant to Strengthen Candidature)

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7. REFERENCE (Two persons to whom you have Professionally reported)

Reference 1 (Name, Official Address, Phone & Email)	Reference 2 (Name, Official Address, Phone & Email ID)

8. DECLARATION

I affirm that the information given in the application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect at any point of time, my candidature/appointment may be cancelled/ terminated without any notice.

Date:

Place:

(Signature of Applicant)