



INDIAN INSTITUTE OF MANAGEMENT LUCKNOW

invites applications for the following post on direct recruitment basis:

S. N.	Name of Post & Pay band	No. of Post	Qualifications & Experience
1.	Financial Advisor-Chief Accounts Officer (Pay Band Rs.15600-39100 + Grade Pay Rs.7600/-)	1 post (GEN)	Qualifications: The applicant should be possessing ACA/AICWA/MBA (Finance). Experience: Minimum 10 years experience with sound knowledge of Central Govt. rules relating to Accounts/Audit, Service conditions ,Treasury and Finance, with at least 3 years experience in the immediate lower pay band of PB-3 + GP 6600/- or equivalent. The job among other things requires Financial / Budgetary planning and control, Resources Generation, Control of Accounts, Investment Planning Management Reporting and Audit Expertise in using computer systems for processing/retrieval of accounts/finance related data will be desirable. Age : Not exceeding 50 years.
2.	Finance & Accounts Officer (Pay Band Rs. 15600-39100 + Grade Pay Rs.5400/-)	1 post (GEN)	Qualifications: ACA/AICWA/MBA (Finance) with a minimum of 5 years in-line experience out of which at least 3 years should be in the next lower Pay Band , PB-2 + Grade Pay of Rs.4600/- or equivalent. Knowledge of computer operation and computerized accounting system is essential. Persons possessing SAS/M.Com qualification having vast experience and background of dealing with Central Govt. rules relating to Accounts/Audit/Budget etc. will be also be considered. Knowledge of computer operations and computerized accounting systems is essential. Age : Not exceeding 45 years. Note : The position F&A Officer is for IIML-Noida Campus.
3.	Junior Engineer (Civil) Pay Band Rs. 9300-34800/- + GP Rs.4200/-	1 post (GEN)	First division Civil Engineering Degree/Diploma from a reputed Institute/Engineering College with a minimum of 3 years experience out of which at least one year should be in the next lower Pay Band – PB-1 + GP 2800/- or equivalent in civil construction & maintenance jobs in a reputed organization preferably Central/State Govt. Undertakings. Knowledge of Commuter operation is essential. Age : Not exceeding 35 years.
4.	Junior Engineer (Electrical) Pay Band - Rs. 9300-34800/- + GP Rs.4200/-	1 post (Reserved for OBC)	First division Electrical Engineering Degree/Diploma from a reputed Institute/Engineering College with a minimum of 3 years experience out of which at least one year should be in the next lower Pay Band – PB-1 + GP 2800/- or equivalent in electrical maintenance & other related jobs in a reputed organization preferably Central/State Govt. Undertakings. Knowledge of Commuter operation is essential. Age : Not exceeding 35 years.

GENERAL CONDITIONS:

- 1) All other allowances are as applicable to Central Govt. employees stationed at Lucknow / Noida.

- 2) Persons working in Central Government/State Government/Public Sector Undertakings/Autonomous Bodies etc. should send their applications either through proper channel or should furnish 'No Objection Certificate' at the time interview.
- 3) Crucial date for determining the age limit shall be the closing date for the receipt of applications from the candidates. The age limit is relaxable to candidates belonging to SC/ST/OBC/PWD category as per Central Govt. rules for which Applicants have to attach the necessary certificates as prescribed by the Govt. of India.
- 4) Mere fulfilling of the minimum advertised qualification and experience requirements DO NOT automatically entitle an applicant to be called for test/interview.
- 5) All the applications received within the due date in response to this advertisement shall be considered by a Screening Committee and ONLY the candidates recommended by the Screening Committee will be called for written test/interview. The decision of the Institute will be final and the Institute will not entertain any correspondence in this respect.
- 6) Incomplete applications or applications without self-attested copies of certificates/ testimonials or received after the last date are liable to be rejected.
- 7) Higher start in the Pay Band may be given to the exceptionally qualified candidate(s).
- 8) The candidates are required to pay a non-refundable application fee of Rs.500/- (five hundred only) in the form of demand draft in favour of Director, Indian Institute of Management, payable at Lucknow. Application fee once paid shall not be refunded under any circumstances.
- 9) SC/ ST/PWD/Women candidates are not required to submit the application fees
- 10) The post of Finance & Accounts Officer is for Noida Campus only and the candidates will have no vested right to be posted at Lucknow.
- 11) Outstation candidates called for written test/interview will be reimbursed II AC (for Sr. No. 1) III AC (for Sr. No. 2) and Sleeper Class (for Sr. No. 3 & 4) to-and- fro actual fare by the shortest route.
- 12) IIML reserves the right not to fill any or all the posts, if it desires so.
- 13) Canvassing in any form will be a disqualification.
- 14) Legal disputes if any will be restricted within the jurisdiction of Lucknow only.

How to apply:

Interested and eligible candidates should submit their application **ONLY** in the prescribed ***Application Form*** available in the Institute's website (www.iiml.ac.in) along with attested photocopies of certificates relating to educational qualifications, experience etc. and a recent passport size photograph affixed on the application. Applications should reach to the Undersigned on or before **10th February 2017.**

CHIEF ADMINISTRATIVE OFFICER
Indian Institute of Management
Prabandh Nagar, Off Sitapur Road
Lucknow – 226 013



INDIAN INSTITUTE OF MANAGEMENT, LUCKNOW.

APPLICATION FORM

FOR THE POST OF

1. NAME _____

2. FATHER'S/
HUSBAND'S NAME _____

3. PERMANENT
ADDRESS _____

PASTE
RECENT PASSPORT
SIZE PHOTOGRAPH
HERE

TELEPHONE NO. _____

4. ADDRESS _____

FOR
COMMUNICATION _____

TELEPHONE NO. _____

E-MAIL _____

5. DATE OF BIRTH _____ SEX : MALE / FEMALE

AGE AS ON LAST DATE OF APPLICATION ___ YEARS ___ MONTHS ___ DAYS

6. A. CASTE _____ SUB-CASTE _____

B. WHETHER BELONGS TO GEN./SC/ST/OBC/EX-SERVICEMEN _____

C. WHETHER PHYSICALLY HANDICAPPED: YES/NO, IF YES, PLEASE SPECIFY
VH/HH/OH.....
(attach the documentary proof, if belongs to SC/ST/OBC/PH categories)

7. IDENTIFICATION _____

MARKS

8. NATIONALITY _____

14. TOTAL EXPERIENCE : YEAR (S) _____ MONTH (S) _____
 (Work Experience in chronological order, starting with the first job:- Attested copy of proof of each experience to be attached)

Name & Address of Employer	Post held	Scale of pay / PB & GP	Period of service				Nature of work & level of responsibilities (please attach separate sheet, if needed)
			From	To	Total experience		
					Year	Month	

15. Present Basic Pay : Rs.

16. Referees : Name, Designation, addresses, contact numbers and email IDs of two referees :
 (Referees should not be related to the candidate)

Referee - 1	Referee - 2
Name.....	Name.....
Designation	Designation
Address.....	Address.....
.....
PIN Code	PIN Code
Phone/Mobile	Phone/Mobile
Email	Email

