

INDIRA GANDHI NATIONAL OPEN UNIVERSITY
MAIDANGARHI, NEW DELHI-110068

ADVERTISEMENT

Re.: Engagement of Two Consultants in Academic Coordination Division (ACD) on Contractual Basis – Regarding

IGNOU desires to engage Two Consultants in Academic Coordination Division (ACD) purely on contractual basis initially for a period of six months and extendable further, up to maximum of two years, as per requirement of the University. However, the services can be terminated any time without assigning any reason thereof:

Name of Post	:	Consultant (Full-Time)
Number of Posts	:	Two
Remunderation	:	Rs.40,000-60,000 (Full-Time)
Age Limit	:	65 years

Essential Educational Qualification and Experience in the relevant field:

1. Retired Government Officer having Bachelor Degree, preferably SAS qualified.
2. At least 15 years of experience in examining the cases related to Account matters with reference to FRSR, Pension Rules, Leave Rules, TA Rules, LTC Rules, etc. including two years of experience at University level.

Job Profile

To examine the Pension Cases, Pay Fixation, Counting of Past Service, Calculation of Leave Salary and Pension Contributions, Leave Rules, LTC, Combination of Appointments and all Accounts related matters.

Medical Fintness

Selected candidates will have to produce a Medical Fitness Certificate to the effect that he/she is fit to render the job.

Interested candidates are requested to submit their detailed Curriculum Vitae, including Copies of Educational qualification, Experience Certificates, employment details etc. through e-mail to directoracd@ignou.ac.in on or before 05.01.2020.

(Dev Kant Rao)
Director, ACD