



CENTRAL SANSKRIT UNIVERSITY,
(Established by an Act of Parliament)
SHRI RAJIV GANDHI CAMPUS,
SRINGERI (KARNATAKA) – 577139.



CSU-RGCS/A-18/2024-25/172

Dated: 07.05.2024

ADVERTISEMENT

Applications invited from the eligible candidates (in the prescribed format) for the engagement of one Consultant (Finance & Accounts) in the Campus purely on contract basis for a period of -11- months on a remuneration @ Rs.50000/- per month (Full Time). The detailed advertisement containing requisite qualifications, other eligibility criteria, experience required, nature of duties etc. in respect of the said contractual position is available in our campus website : www.csu-sringeri.edu.in

The applications with required credentials shall be sent through Speed Post in favour of the Director, Central Sanskrit University, Shri Rajiv Gandhi Campus, Menase, Sringeri, Chikkamagalur Dist., (Karnataka) -577139 on or before **31st May-2024**.



Copy for information & circulation to:-

1. News paper for vital circulation.
2. Campus website (<http://csu-sringeri.edu.in>).
3. The Registrar, Dy. Director Admn, Dy. Director Finance, CSU, New Delhi-58.
4. Circulation among other Campuses/Universities.
5. Notice Board.
6. A-62 file.



CENTRAL SANSKRIT UNIVERSITY,
(Established by an Act of Parliament)
SHRI RAJIV GANDHI CAMPUS,
SRINGERI (KARNATAKA) – 577139.



Date: 07.05.2024

**Proposed Qualifications & Nature of Duties for
Consultant (Finance and Accounts)**

Remuneration:-Rs. 50,000/- per month fixed (Full time)

Age:- Preferably above 55 years.

Note:- This vacancy is post-retirement engagement with experience. Preference will be given for those persons who retired from Central/State Govt. universities/institutions or retired as Sr. AO/AO from Indian Audit and Accounts Departments.

Educational & Other qualifications:-

Essential:-

I. Master's degree (preferably in commerce/M.B.A-Finance).

Or

Bachelor's Degree in Finance, Accounting, Economics or related field.

II. Five years of experience in the relevant filed.

Desirable:-

I. MBA from a Recognized University.

I. Proven work experience as a Financial Consultant, Financial Adviser, or similar role.

II. Hands-on experience with accounting software and statistical packages.

III. Good knowledge of fiscal policies.

IV. Excellent analytical skills, along with the ability to create detailed reports and spreadsheets.

Nature of Works:-

- Review the accounting procedures and recommend improvements.
- Develop and submit annual budget plan and finance plan to senior management for approvals.
- Monitor and manage all expense within the allotted budget.
- Prepare and submit monthly financial report and expense report to management.
- Perform financial analysis to support institution development planning.
- Create and maintain financial models to achieve set goals.
- Guide and motivate university team to enhance productivity and revenue.
- Any other work pertaining to financial matters.


DIRECTOR
SRINGERI

9. Employment Records/Experience:-

- 1.....
- 2.....
- 3.....
- 4.....
- 5.....

Documents attached :

- 1.
- 2.
- 3.
- 4.

Declaration:

I hereby affirm that all the information's provided above are true to my knowledge.

Signature of the applicant (with date)