



Consultant Post on Contract basis

Walk-in Interview

Advt. No. IIITDMK/F&A/contract. Rectt /03/2024-25

dated 21-02-2025

Indian Institute of Information Technology Design and Manufacturing Kurnool, an Institute of National Importance, under Ministry of Education, Government of India, wants to conduct a Walk-in Interview for the following post.

Pay and Eligibility details for appointment of following consultant post on contract:

Name of the post	Number of Vacancies	Consolidated Remuneration per month	Nature of Engagement	Schedule of Walk-in interview
Officer-on-Special Duty (Internal Audit)	01	Rs. 45,000 /-**	On-contract	Date: 17.03.2025 Time: 11 AM Venue: Mini-conference hall, admin block, IIITDM Kurnool

** No other allowances except the consolidated remuneration shown above will be paid.

Name of the Post: **Officer-on-Special Duty (Internal Audit)**

Eligibility Criteria and Work Description:

Eligibility: Persons who have retired as AAO/Equivalent or above (Level-8 and above) from AG/CAG/any Central Govt Offices including autonomous/attached/subordinate offices.

Upper Age Limit: 65 Years of age as on the date of Walk-in interview

Duration of Contract: The engagement shall be purely temporary basis, initially for a period of 1 year, extendable up to a maximum of two terms of one year each or attaining 65 years of age, whichever is earlier and also subject to performance and requirement of service.

Duties and Responsibilities:

1. Audit of Accounts of Depts, Pre-check/Vetting of the purchase proposals, Scrutiny of works/estimates/agreements/MoUs/MoAs/documents/ reports and pre-audit of the payment vouchers pertaining to the Institute including the scrutiny of Statutory remittances by contractors.
2. Scrutiny of Pay Fixations and retirement benefits.
3. Guiding on steps to be taken for compliance with all the prevailing rules and preparation of suitable reply for compliance to old outstanding CAG Paras and settlement of audit observations.
4. Providing assistance during Thematic/Compliance/ Performance/ Financial Audit etc.
5. Any other assignment given by higher authorities depending upon administrative requirements.
6. Duty timing will be the same as the regular staff of the institute.



INDIAN INSTITUTE OF INFORMATION TECHNOLOGY DESIGN AND MANUFACTURING KURNOOL

(An Institute of National Importance, under Ministry of Education, Govt. of India)

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General information and instructions:

1. Candidates of Indian nation having the requisite qualification and experience specified as above are invited for the walk-in interview for the above-mentioned post.
2. Mere fulfilment of qualifications and experience requirement does not entitle a candidate to get selected for the post.
3. The Institute reserves the right to set higher norms than the minimum while selecting, taking into account the specific requirements of the Institute. The decision of the Institute in all matters related to the selection process/ interview shall be final and no correspondence from the candidates will be entertained in this regard.
4. The candidate is responsible for the correctness of the information provided at the time of walk-in interview. If it is found at a later stage that any information provided by the candidate is incorrect/false, his/her appointment will be cancelled and further, the candidate will be made liable for criminal action.
5. The Institute reserves the right to modify/defer/cancel the advertisement/recruitment process at any stage without assigning any reason.
6. No TA/DA will be paid for attending the walk-in interview.
7. This temporary post does not confer any right/claim for regularization/absorption at IIITDM Kurnool.
8. Candidates are required to go through the details of qualifications, experience, and instructions specified in this notification. They should satisfy themselves, before attending the interview, that they possess the minimum essential qualifications, experience etc., as laid down in the Notification.
9. Candidates have to carry original documents in support of all the required educational qualifications, experience and other claims etc. required to fulfill the eligibility criteria together with a set of self-attested copies of all the documents, at the time of interview.
10. The details of the selected candidate will be displayed on the website of the Institute. No individual communications will be sent. Candidates are advised to visit the Institute website regularly.
11. For any updates regarding the notification, candidates may visit our official website from time to time.
12. Detailed terms and conditions will be mentioned in the offer letter.

Registrar,
IIITDM Kurnool