

## **Requirement for the position of Sr. Resource Person (Finance & Audit)**

Name of the Position	:	Sr. Resource Person (Finance & Audit)
No. of Position	:	1 (One)
Method of Engagement	:	Purely on contract basis (initially for period of six months and extendable on the basis of Performance)
Age limit	:	Maximum 40 years (as on 31/10/2019)
Educational Qualification	:	Degree from Recognised University with CA or ICWA or MBA (Finance) with 60% of passing marks
Desirable	:	Knowledge of MS Office & Accounts Software (Tally ERP 9), Passed the Certified Internal Auditor Course (CIA) by Institute of Internal Audit
Job Responsibility	:	To prepare the structure, Role and operation manual for Internal Audit Units and the Risk control matrix Framework. To assist in conducting Internal Audit of various NIELIT Centres any other related task.
Monthly Remuneration	:	Rs. 45,000/- Rs.50,000/-, depending upon the length of experience qualification more than the minimum requirement
Experience	:	2 years experience on similar job/assignment