NATIONAL INSTITUTE OF FOOD TECHNOLOGY ENTREPRENEURSHIP AND MANAGEMENT-THANJAVUR (NIFTEM - T), THANJAVUR - 613 005

F.No: NIFTEM-T/Admin/Deputation/Consultant /2023 Date: 21.01.2024

Sub: Vacancy circular for the post of Assistant Accounts Officer (AAO) on Deputation basis or consultant on a contractual basis in National Institute of Food Technology Entrepreneurship and Management - Thanjavur(NIFTEM-T), Thanjavur, MoFPI, GoI.

National Institute of Food Technology Entrepreneurship and Management-Thanjavur (NIFTEM-T), Thanjavur – 613 005 under Ministry of Food Processing Industries, GoI invites applications for filling up the post of **Assistant Accounts Officer** (01) either Deputation basis or Retired Government officers as a Consultant on Contractual basis.

I. Assistant Accounts Officer (On Deputation)

1. The eligibility criteria and qualifications for this Assistant Accounts Officer (AAO) on Deputation is as follows:

Name of the Post	Number of	Eligibility Criteria		
and Pay Scale	Vacant Posts			
Assistant Accounts Officer Pay Matrix Level-7 (Pre-revised Pay Band II Rs.9300- 34800 plus Grade pay Rs.4600/-)	01	Officials of the Central Government, State Government, Autonomous Bodies, PSUs/Central Academic Institutions (a) (i) Holding analogous post on a regular basis (OR) (ii) With 5 years of regular service in the post in the scale of pay of Rs.9300-34800+GP 4200, Level 6 (OR) with three years of regular service in the scale of Rs.9300-34800+4600, Level 7 (b) (i) Successful completion of training in the Accounts wings of the Central/State Govt. Organization (ii) A pass in SAS or equivalent examinations conducted by Central/State Government Agencies.		

2. Period and other terms and conditions for Deputation Basis: (Annexure-I)

The initial period of deputation shall be for one year, which is extendable further period if required as per DoPT O.M. No. 6/8/2009-Estt. (Pay-II) dated 17.06.2010. The terms and conditions of deputation will be governed by the DOP&T's aforementioned O.M. of 17.06.2016 and the Government of India's instructions issued from time to time on the subject.

Age Limit:

The maximum age limit for appointment on deputation shall not exceed 56 years as on the closing date of receipt of the application. Eligible and willing candidates may apply through proper channel in the prescribed Format-**Appendix-I**

Cadre controlling authorities/Head of Departments are requested to forward applications of eligible and willing candidates whose services can be spared on deputation immediately on their selection. The applications of only such officers would be considered that are routed through proper channel and are accompanied by the following documents:

- i. Application in prescribed proforma (Appendix-I)
- ii. Cadre Clearance Certificate from the Controlling Authority
- iii. Statement of giving details of Major/Minor penalties, imposed upon the Officer, if any, during the last ten (10) years
- iv. Vigilance Clearance/Integrity Certificate
- v. Photocopies of the APARs for the last five (5) years duly attested on each page by an officer not below the level of Under Secretary or equivalent.
- 4. While forwarding the application it may also be verified and certified by the cadre controlling authority that the particulars furnished by the applicant are correct.
- 5.The applications of suitable and eligible officers complete in all respects, in the prescribed format (**Appendix-I**), along with documents listed in para 3 and 4 above may be forwarded to **The Registrar**, **NIFTEM-T**, **Pudukkottai Road**, **Thanjavur 613 005**. **The last date for receipt of the application within 45 days from the date of publication of the advertisement in the Employment News**. Candidates who apply for the post will not be allowed to withdraw their candidatures subsequently. Since this vacancy is to be filled up on a deputation basis, Private candidates are not eligible to apply.
- 6. Applications received after the last date or otherwise found incomplete shall not be entertained.
- 7. NIFTEM-Thanjavur reserve the right to withdraw the vacancy circular at any time without assigning any reason.
- 8. Advance copy of the application may be forwarded subject to the forwarding application duly signed with all requisite documents through proper channel subsequently. The details are also available on our website www.niftem-t.ac.in.

II Engagement of Retired Officers as Consultant- Assistant Accounts Officer on a Contractual Basis

The National Institute of Food Technology Entrepreneurship and Management-Thanjavur (NIFTEM-T) invites applications from interested and eligible retired officers for engagement of "Consultant-Assistant Accounts Officer" on a contractual basis at NIFTEM-T for aperiod of one year initially and it will be extended, as per DoP&T Order passed in this regard.

Eligibility conditions: -

Consultant - Assistant Accounts Officer on a contractual basis (01): He/She should be a retired Assistant Accounts Officer/Section Officer (Accounts/Audit) from Central Govt. Depts./PSU/Central Autonomous Bodies or equivalent grade officer with grade pay of Rs.4600/-/ Rs.4800/- equivalent Pay level not lower than 7 / 8 as per VIIth CPC and possessing a Degree, having proficiency in audit, accounts processing of Tenders, procurement, GFR etc.

Age Limit: They should be below 65 years of age and in good health condition.

Those found suitable will be engaged with a consolidated remuneration of Last Pay drawn less pension + Transport Allowance (without DA on transport allowance) at the last posting /working station as local conveyance as per extant Govt. Orders. Terms and conditions of the engagement are mentioned in Annexure II.

Application as Appendix II may be downloaded from the NIFTEM-Thanjavur website and send to The Registrar, National Institute of Food Technology Entrepreneurship and Management -Thanjavur (NIFTEM-T), Pudukkottai Road, Thanjavur - 613 005 within 21 days from the date of publication of the advertisement in the Daily News.

Period and other terms and conditions for Consultant on Contractual Basis (Annexure-II)

- 1. Initial engagement as Consultant-Assistants Accounts Officer will be for a period of one year on purely contract basis in National Institute of Food Technology Entrepreneurship and Management -Thanjavur (NIFTEM -T).
- 2. The retired officers will work full time basis at NIFTEM-Thanjavur initially for a period of one year. After expiry of initial term, engagement may be extended, based on requirement of the Institute and performance of Consultant concerned with the approval of competent authority. The contract period may be curtailed subject to review, at the sole discretion of this Institute. The engagement of consultant is of a temporary (non-official) nature. The consultant shall not exceed the age of 65 years.
- **3.** The work and conduct of the retired officers shall be reviewed by the Director, NIFTEM-Thanjavur from time to time. In case, his/her performance is not found satisfactory, his/her engagement is liable to be terminated without assigning any reason.
- **4.** The retired officers is required to give minimum one month's prior notice to cease the contract.
- 5. The Institute shall also reserve the right to terminate the services of Consultant at any time without giving any prior notice and also without assigning any reason. The engagement of consultants will not confer any right on the part of individual for claiming permanent appointment to the post engaged as consultant.
- **6.** Consultant will not be entitled for any benefit / compensation/ absorption / regularization of service in this Institute / Ministry.
- 7. The retired officers shall not divulge any information, gathered by them during the period of their assignment to anyone who is not authorized to know/have the same.
- **8.** Leave as per, DoP&T Order OM dated 09.12.2020 passed in this regard from time to time.
- **9.** Allowances: Consultants shall not be entitled to any kind of allowance or accommodation facility. However, should they required to travel inside the country in connection with the official work of the Ministry, TA/DA as admissible to a regular employee of the same grade, he/she retired from will be paid to him/her after obtaining approval of the competent authority.
- **10.** No TA/DA shall be admissible to the Consultants for attending the interview or for taking up the appointment as Consultant will not be allowed any foreign travel at Govt.expenses.
- 11. The engagement as Consultant shall not be considered as a case of re-employment.

- **12.** The consultants may be called to the office on Saturdays, Sundays and other Gazettedholidays or may be asked to sit late in the office after office hours, in case of exigencyof work. No extra allowances will be permissible for the same.
- **13.** If any declaration given or information furnished by the candidate proves to be false or if the candidate is found to have willfully suppressed any material information, he will be liable for removal from engagement service and such other action as Government may deem necessary.

REGISTRAR NIFTEM-T