



ಮಾನವ ಸಂಪನ್ಮೂಲ ವಿಭಾಗ/ಮಾನವ ಸಂಪನ್ಮೂಲ ಅನುಭಾಗ/HUMAN RESOURCES SECTION
ಭಾರತೀಯ ವಿಜ್ಞಾನ ಸಂಸ್ಥೆ/ಭಾರತೀಯ ವಿಜ್ಞಾನ ಸಂಸ್ಥಾನ/INDIAN INSTITUTE OF SCIENCE
ಬೆಂಗಳೂರು/ಬೆಂಗಳೂರು/BENGALURU – 560012
ದೂರವಾಣಿ/ದೂರಭಾಷೆ/TELEPHONE : 080-2293-2493
ಇ-ಮೇಲ್/E-mail/ईमेल : recruitment.council@iisc.ac.in

Advertisement No.R(HR)308-2023 Dated 29/04/2023

The Indian Institute of Science, a premier Centrally Funded Technical Institution for higher education and research in the field of Science & Engineering, funded by the Government of India, has completed a century of major contributions to the nation, put in place new infrastructure (buildings & equipment), several new interdisciplinary programs, and a brilliant faculty and has embarked on the mission to become a world leader in advanced education and research. To this end, the Institute is seeking applications from individuals for the following post, to be filled on Direct Recruitment or on contract basis or on deputation on foreign service basis or on absorption terms as per the standard terms and conditions of the Government of India and its applicability to the Institute.

Sl. No.	Name of the post	Unit	Total no. of vacancies (Arising on 01.10.2023)	Age Limit (as on the last date of Advertisement)	Tenure of Appointment	Pay scale
1	Financial Controller	Finance and Accounts	01(UR)	55 years	Direct Recruitment (or)by Deputation/contract or absorption basis for tenure of up to 5 years or till attaining the age of 62 years whichever is earlier or as fixed by Gol by orders issued in this regard from time to	PB-4: 37400-6700 + GP 10000 [Pay Level 14 of 7 th CPC(Rs. 1,44,200- Rs. 2,18,200)]

Prescribed Minimum Qualification / Experience:

Educational Qualifications: A Postgraduate degree with at least 55% marks or its equivalent grade.

Experience: 15 years of experience in financial administration, of which 8 years as Deputy Registrar in the Grade Pay of Rs. 7600/- or an equivalent post or Comparable experience in research establishment and/or other institutions of higher education.

Desirable: Sound working knowledge of rules and regulations of Central Government/University/R&D Institution relating to accounts/audit, service conditions, corporate accounting and related financial matters. Proven leadership qualities, adaptability, flexibility and ability to work as a team leader.

Job Description: The selected candidate shall report to the Dean (A&F)/Director. They will (i) be in immediate charge of the finance and accounts section of the Institute: (ii) function as an internal financial adviser: (iii) monitor flow of funds and be responsible for the budgetary control, management of grants, investments, ways and means position: (iv) prepare periodical financial review/control statements, and (v) discharge such other duties as may be assigned from time to time.

Institutions of higher education means the list of Institutes issued by Govt. of India on its behalf which is available in the website of Dept. of Higher Education, Ministry of Education. The exclusive list of such institutes is as below :-

- a) Institution of National Importance- <https://www.education.gov.in/institutions-national-importance>
- b) Central universities - <https://www.education.gov.in/central-universities-0>
- c) State Universities - <https://www.education.gov.in/state-universities>
- d) MoE Funded Technical institutions - <https://www.education.gov.in/technical-education-1>

Terms and conditions:

1. The candidate must be a citizen of India. The prescribed qualifications and experience are the minimum required and the mere fact that a candidate possesses the same will not entitle him/her for being called for an interview. The Institute reserves the right to restrict the number of candidates admitted for interview to a reasonable number, on the basis of qualifications and/or experience higher than the minimum prescribed.
2. Relaxation in age is applicable as per Govt. of India norms as applicable to the Institute. Maximum age can be relaxed(including all conditions) upto 57 years.
3. Physically Handicapped candidates with disabilities viz. Orthopedically Handicapped/Locomotor disability/Cerebral Palsy with One Leg Affected (Right or Left) (OL) or One Arm Affected (Right or Left) (OA) or Blind(B) or Low vision (LV) and Hearing Impaired can also apply.
4. Candidates have to apply online only. Incomplete applications in any respect will not be considered. Physical application will not be considered.
5. All the details filled in the online application will be treated as final and no changes shall be entertained thereafter and same will be taken into consideration for the whole recruitment process. Uploaded documents to be clear and visible.
6. Candidates, who have submitted experience certificates from PSU / Autonomous bodies having different pay scales, should mandatorily submit equivalence certificate for consideration of their experience. Else, experience would not be considered.
7. Certificate(s) in support of experience(s) should be as per the format attached. It should be on the employer's organization's letter head bearing the date of issue.

8. Deputation/Absorption can be considered from the officers from the Central/ State Governments or Institute of national importance or Universities/ University level institution or PSU
 - i) Holding analogous post, and/or
 - ii) Possessing educational qualification and experience as mentioned in the advertisement.
9. Selection to the post of Financial Controller will be through interview. However, Institute reserves the right to conduct a written exam, if deemed necessary.
10. All Candidates should obtain NOC with vigilance clearance from the present employer and upload online. However, application without NOC will also be considered provided the candidate uploads a duly signed undertaking that the NOC with vigilance clearance will be submitted at the time of Interview.
11. In case of candidates who are willing to join on Foreign Service terms, their organizations should be willing to release them on such terms.
12. Applicants are encouraged to submit applications well in advance, without waiting until the last date.
13. Call letters to attend the interview will be sent only to the short-listed candidates by mail. Candidates are required to check their registered e-mail ID frequently. No correspondence will be made with applicants who are not short-listed/not called for interview.
14. The Institute reserves the right to reject any application without assigning any reason. No Interim correspondence will be entertained. The Institute reserves the right to reject any application without assigning any reason. The Institute also reserves the right to cancel the advertisement/ recruitment at any stage due to any administrative reason. No correspondence will be entertained in this regard.
15. The institute reserves the right to conduct the interview online or in-person. Out station candidates called for interview will be paid railway fare (2nd AC) from the place of duty/residence to Bengaluru and back by shortest route on production of tickets.
16. During the period of service, every employee shall observe, obey and abide by the Scheme, Regulations and Byelaws (SRB), Administrative Manuals, other statutory documents, CCS (Conduct) Rules and CCS (CCA) Rules etc.
17. Those who are joining the Institute on or after 1st January 2004 are covered under the new pension scheme. However, employees who entered service before 31.12.2003 and who were governed by the CCS (Pension) Rules, 1972—shall be eligible for the GPF-cum-Pension-cum-Gratuity scheme subject to fulfillment of the conditions prescribed.
18. The Institute reserves the right to verify the antecedents or documents submitted by the candidate at any time during the service. In case it is found that the documents submitted by the candidate are not genuine, then his/her services shall be terminated and disciplinary/criminal proceedings will be initiated.

19. Candidates who are awarded gradations under CGPA/GPA system in respect of Master's Degree are advised to submit correct percentage of marks obtained as per the University/Institute guidelines for conversion of CGPA/GPA to appropriate percentage. The proof (letter issued by the University/Institute) of the same will be submitted during the document verification.
20. Any dispute with regard to the selection process will be subject to Honourable Court/Tribunal having jurisdiction over Bangalore.
21. In case of any ambiguity/dispute arises on account of interpretation between the English and other language versions of the notification, instructions detailed in the English version shall be final.
22. The recruitment portal will be open from **29/04/2023 to 28/05/2023** for submission of applications online.

Interested individuals are requested to apply online along with the certified copies of supporting documents on or before **28/05/2023**.

Link to apply online: <http://recruitment.iisc.ac.in/NonTeaching/>

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