



INDIAN INSTITUTE OF HERITAGE

(Deemed to be University), Ministry of Culture, Government of India
A-19, Institutional Area, Sector-62, Noida-201309

Advt. No.F.2(9)/2024-IIH

Date: 07.05.2024

VACANCYNOTICE

1. Name of Post : **Accountant**
2. Number of Post : One (1)
3. Pay Scale & Grade Pay : Rs.5200-20200+GP Rs.2400/-
4. Method of Recruitment : By transfer/transfer on deputation failing which by direct recruitment.

Transfer/Transfer on deputation:

Persons working in Central/State Government officers of AG/PAO's etc. and universities, and:

(a) Holding analogous post or

(b) With at least 5 years' service in the pay scale of Rs.950-1500 (pre-revised).

5. Age limit (for direct) : 30 years or below
(relaxable upto 5 years for SC/ST)
6. Educational Qualification :
 - a) A degree in Commerce or equivalent from a recognized university
 - b) At least 5 years' experience in accounts work in Central/State Govt. Offices, offices of AG's/PAO's, Universities etc.
 - c) Sound knowledge of financial rules, accounting procedure, preparation of budget & other allied matters.
7. General: The Application on the prescribed format (Annexure-I) along with self-attested copies of all relevant documents must reach to the Office of Registrar, Indian Institute of Heritage, A-19, Sector-62, Noida 201309 within 15 days from the date of publication of this advertisement in Employment News.
8. Persons working in Central/State Governments/Universities/Autonomous bodies or other similar organizations may submit their applications through proper channel. Applications not received through proper channel will not be entertained.
9. To relax any of the above conditions and acceptance or rejection of application of the candidates will be at the sole discretion of the Competent Authority of IIH.
10. Crucial date for age limit:
The crucial date for determining the age limit shall be the closing date for receipt of application from the candidates.

REGISTRAR



APPLICATION FORM

INDIAN INSTITUTE OF HERITAGE

(Deemed to be University under Ministry of Culture, Govt. of India)
mpus: A-19, Institutional Area, Sector 62, NOIDA- 201309, Uttar Pradesh

APPLICATION FOR THE POST OF.....

1. Name of Applicant :
2. Date of birth :
3. Father's Name :
4. Category : GEN/SC/ST/OBC/PWD.
- 5 Address :
- (a). Correspondence/Mailing :
- (b). Permanent :
6. Mobile/telephone number :
7. Email Address :
8. Educational qualifications :
9. Working Experience in Relevant Field (attach bio-data) :
10. Experience in field Years & Months) :
11. Other Relevant Experience, if any :
12. Any other information :

Paste a
duly
self-
attested
passport
size

Undertaking

"I hereby undertake to inform that the above information is true and correct as per my best knowledge. I understand that if any information submitted by me is found to be false, my candidature for the post may be rejected by the Indian Institute of Heritage".

Place:.....

Date:

Signature.....