केरल केंद्रीय विश्वविद्यालय
CENTRAL UNIVERSITY OF KERALA
Tejaswini Hills, Periye, Kasaragod – 671320

संख्या /No. CUK/APPT/NT/IAO/2017/I 3734 दिनांकित /Dated,17th November, 2022

EMPLOYMENT RE-NOTIFICATION No. CUK/NT/D-06/2022

Central University of Kerala invites online applications in the prescribed format from eligible Indian nationals for filling up the following post.

Sl No.	Name of the post	Pay Matrix Level & Pay	No. of post	Category
1	**Internal Audit Officer (on Deputation)**	Level 12 : Rs.78,800/- Rs. 2,09,200/-	01	UR

IMPORTANT DATES	
Date of Commencement of receipt of online application	**30th November, 2022, 10.00AM**
Last date of receipt of online application	**30th December, 2022, 05.00 PM**
Last date of receipt of hard copy of application along with all self-attested enclosures to the University (Including postal processing days)	**16th January, 2023, 05.00 PM**

Essential Qualifications:

By drawing officers belonging to Audit and Accounts Services or other similar organised Accounts Services in Central / State Govt., holding analogous posts on regular basis.

OR

With three years regular service in PB-3 (Rs.15600-39100) + Grade Pay Rs.6,600/- in the area of Audit and Accounts in any Govt. Department/ Autonomous Bodies.

OR

With five years regular service in PB-3 (Rs.15600-39100) + Grade Pay Rs.5,400/- in the area of Audit and Accounts in any Govt. Department/ Autonomous Bodies.

Upper Age limit: 56 Years

कुलसचिव /Registrar 21/11/22

GENERAL INSTRUCTIONS

1. The application for appointment on deputation shall be forwarded by the employer along with the Annual Performance Appraisal Reports (APARs) for the preceding five years and Vigilance Clearance Certificate, duly certified by the Competent Authority.

2. It shall be the responsibility of the candidate to assess his/her own eligibility for the post for which he/she is applying in accordance with the prescribed qualifications, experience, etc. and submit his/her application duly filled-in, along with the desired information and documents as per the advertisement. Suppression of factual information, supply of fake documents, providing false or misleading information or canvassing in any manner on the part of the candidates shall lead to his/her disqualification. In case, it is detected at any point of time in future, even after appointment, that the candidate was not eligible, his/her appointment shall be liable to termination forthwith as per this clause. In case of any ambiguity in the recruitment rules in general and eligibility of the post, the decision of the Executive Council shall be final.

3. Acceptance of documents submitted by an applicant shall be subject to verification by the competent authority at any point of time even after joining the employment. If any document is found to be false / fake / incorrect either before or after appointment, the document shall be summarily rejected and action may be initiated against the candidate which shall lead to cancellation of his/her appointment, as the case may be.

4. The person appointed in the post shall be governed by the Act/ Statutes/ Ordinances/ Rules of the University and also the CCS (Conduct) Rules, 1964, CCS (CCA) Rule,1965 or any other rules of the Government of India, as amended from time to time and any other rule/ resolution prescribed specifically for maintaining the conduct of the employees by the Executive Council of the University.

5. Changes in Regulations on qualifications, experience, etc. issued by the UGC/Govt. of India subsequent to this notification will become mandatory from the respective dates of effect prescribed.

6. The terms and conditions of appointment shall be communicated in the form of 'Offer of Appointment' to the selected candidate. If the candidate does not accept the terms and conditions mentioned in the offer of appointment within the stipulated time, the offer shall be treated as withdrawn.

7. The selected candidate shall be required to perform duties as per the Rules of the University, as amended from time to time. The University shall be free to assign any duty as per the exigency of the situation at any time even during non-working hours / holidays which the employee shall have to perform without fail to avoid any disciplinary action.

8. The selected candidate shall be liable to serve anywhere within the jurisdiction of the University.

9. At the time of recruitment, a 'Service Agreement' shall be executed between the University and the employee concerned, and a copy of the same shall be kept with the Vice Chancellor's Secretariat. Such service agreement shall be duly stamped as per the rates applicable.

10. The candidate shall bring all original certificates relating to his age, qualifications, experience, etc. at the time of interview. In case the candidate fails to submit the original documents for verification of the certified photocopies of the enclosures to his/her application, he/she may not be allowed to appear at the interview and his/her candidature may be treated as cancelled without any further communication in this regard.

11. The University reserves the right to fill or not to fill up the post advertised for any reasons whatsoever. The University may draw a waiting list to fill up the post, if a candidate on higher merit regrets to join within a period decided by the University. However, if a candidate joins the post and subsequently resigns or relinquishes the office due to whatever reasons, the post shall be re-advertised and under such circumstances the waiting list shall stand invalid. The University reserves the right to withdraw the advertisement, either partly or wholly, at any time without assigning any reason. If the advertisement for this post is withdrawn by the University, the application fee collected from the candidates shall be refunded.

12. The prescribed essential qualifications are the minimum and mere possession of the same does not entitle candidates to be called for interview. Where the number of applications received is large and/or where it will not be convenient or possible to interview all the candidates, the University at its discretion may restrict the number of candidates to a reasonable limit on the basis of qualifications/experience prescribed in the Notification.

13. The qualifications and age prescribed shall be as on the last date of receipt of online application as mentioned in the notification.

14. In case of suits or legal proceedings against the Central University of Kerala, the jurisdiction shall be the High Court of Kerala, Ernakulum only.

15. Incomplete applications such as unsigned/non-submission of prescribed fees, recent photograph, self-attested copies of supporting documents/non-submission of application in prescribed format/applications received after due date will not be accepted. Any documents/enclosures received separately after submission of original applications will not be merged with the original application.

16. No interim queries regarding selection from the candidates will be entertained. All updates to this Employment Notification including corrigendum, if any, will be hosted on University website, www.cukerala.ac.in only.

17. Candidates in their own interest are advised to remain in touch with the University website www.cukerala.ac.in regularly. All information will be uploaded on the University website.

18. The period of deputation shall be **02** years initially and may be extendable for one more year as per requirement. The deputation shall be without the provision for absorption. The appointed candidate shall be repatriated to his parent Institution at any time even before the prescribed period in case his/her performance, integrity or conduct are found to be unsatisfactory or for any other administrative reason at any stage.

19. All applicants must fulfil the eligibility conditions for the post and the other conditions stipulated in the advertisement as on the last date of receipt of the applications. They are advised to satisfy themselves before applying that they possess the essential qualifications and experience laid down in the Notification as on the last date of receipt of the applications. No enquiries with reference to eligibility will be entertained. Any time after appointment should it become noticed that the candidate does not possess the minimum eligibility or that the claim made by him/her with respect to the qualifications/experience/other credentials are false or misrepresentation of facts, then his/her appointment shall be terminated forthwith.

20. The following Certificates are also to be uploaded along with the applications:-
    a. Vigilance Clearance Certificate

Registrar
Central University of Kerala
Kasaragod

21. The pay of the selected candidate will be regulated as per GoI rules as amended from time to time.

22. All other conditions will be as per the guidelines/orders issued by the Govt of India/Min of Education/UGC/Central University of Kerala from time to time.

23. Interested persons shall submit their application online and the duly filled in hard copy of the prescribed application format along with all self-attested testimonials, certificates and all supporting documents should be sent to "The Recruitment Cell, Central University of Kerala Tejaswini Hills, Periye, Kasaragod – 671320" in a closed cover on or before **16th January, 2023** up to **5.00 PM**, super scribing as under through Registered Post / Speed Post / Courier only.

Application No: .....
Post Applied for: **Internal Audit Officer (on Deputation)**

From
Name of Applicant:
Full Address:
Mobile no.

To
The Recruitment Cell, Central University of Kerala
Tejaswini Hills, Periye, Kasaragod – 671320.

21/11/22

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