

Andaman & Nicobar Islands Integrated Development Corporation Limited (ANIIDCO) invites applications from eligible candidates for appointment to the post of Manager (Accounts) who fulfill the requisite conditions mentioned below:

Name of post: Manager (Accounts) – 1 No.

Scale of Pay: Rs. 9,300-34,800, Grade Pay of Rs. 4,200/-(to be revised Rs. 4600/-) apart from pay, other benefits include HRA, SCA, DA, ISDA, transport allowance, children's educational allowance, EPF, gratuity, LTC, Medical reimbursement as per rules.

Age limit: Male: 25- 33 yrs and Female: 25- 38 yrs (Relaxable as per government guidelines for ST, OBC, physically handicapped, etc). The crucial date for determining the age limit shall be 15/01/2010.

Educational Qualification & Experience: Any of the following qualifications with five years experience in Accounts: i) Commerce Graduate with two years Post Graduation in Finance Management/MBA with specialization in Finance. (ii) ICWA (iii) M.Com (iv) CA

Period of Probation : 2 years

Reservation/ Relaxation for ST, OBC, Physically Handicapped will be given as per Government direction/rules. The applicants may submit their application in the prescribed format along with attested copies of all certificates of testimonials and 2 passport size photographs to the General Manager, ANIIDCO Ltd., Vikas Bhawan, Port Blair-744101 on or before 15/01/2010. Incomplete/unsigned applications or applications received after due date shall be summarily rejected. Persons already employment in Govt./Public Sector Undertaking must have their applications forwarded through their employer, otherwise the same shall not be considered. Applications received late after 15/01/2010 will be summarily rejected. Further, the Management has the right to shortlist the applications based on higher educational qualification or academic records or experience in the respective fields and reserves the right to withdraw/cancel the employment notice at any stage.

The application format may be downloaded from the website: www.and.nic.in.

General Manager, ANIIDCO

PROFORMA FOR APPLICATION FOR THE POST OF MANAGER (ACCTS)

Application for the post of _____ :

1. Name in full (in block letters) _____ :

2. Father/Husband Name _____ :

3. Permanent Address _____ :

4. Present Postal Address _____ :

5. Date of Birth _____ :

DD	MM	Year
Day	Month	Year

6. Age as on 15th Jan. 2010 _____ :

7. Nationality _____ :

8. Sex _____ :

Male		Female	
Married		Unmarried	
Gen	OBC	ST	PH
Specify which type of PH			

9. Marital Status _____ :

10. Category _____ :

11. Phone No. and e-mail ID _____ :

(Attach Xerox copies of certificate in prescribed format duly attested in case of ST, OBC, PH)

Educational Qualification

Name of the exam	University/College/School	Year of Passing	Class/Division/Grade	% of Marks	Subject taken
Matric					
10+2					
Graduation					
Post Graduation					

Attach Xerox copies duly attested by Gazetted Officer.

Experience

(Documents to be enclosed)

Sl. No.	Name of the Orgn.	From	To	Designation	Salary	Nature of Duties

Declaration

I hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief in the event of any information found false or incorrect or ineligibility being detected before or after the test/ interview my candidature will stand cancelled and my claims for the recruitment forfeited.

Place :

Signature of the candidate

Date:

Note

Enclosures: Two passport size photographs duly attested by a Gazetted Officer (one to be affixed on the form and other enclosed with the application). One self addressed envelop of size 10cms x 22 cms affixed with Rs. 5/- postal stamp is required to be attached along with the application.