

Satvajit ray film & television institute
E.M. Bypass Road, P.O. Panchasayar,
Kolkata : 700094

Applications are invited from retired officers of Central Government/ Central Autonomous Bodies with at least 15 years experience of independent handling of Government accounts and extensive knowledge of financial rules, for the position of Consultant-Finance & Accounts, on contract initially for one year. The Consultant shall be paid a consolidated monthly fee of Rs.35,000/-. The last date for receipt of application is 15 days from the date of publication of this advertisement.

Retired Government officers with (i) Grade pay of 5400/- would be eligible for this position.

Period of engagement: The initial period of engagement shall be one year and subsequent extension, if any, shall be considered on need basis depending upon the specific job and the time frame for its completion. The maximum period of engagement of the Consultant shall not exceed 5 years in any case.

The engagement of Consultant would be on full time basis. The appointment can be terminated at any time by the Institute without assigning any reason and with one month's notice or on payment of Rs.35,000/- in lieu thereof, by the appointee.

Age: The maximum age limit is 65 years as on the date of the advertisement.

Entitlements

Fee: The monthly consolidated fee payable is Rs.35,000/- provided that the fee plus pension drawn by him / her shall not exceed the last pay drawn including HRA.

Drawl of Pension: The Consultant shall continue to draw pension and the dearness relief on pension during the period of his/her engagement as Consultant. His/her engagement as Consultant shall not be considered as a case of re-employment.

Allowances: The consultant shall not be entitled to any allowance such as Dearness Allowance, Residential Telephone, Residential Accommodation, Personal staff, CGHS, Medical Reimbursement, etc.

TA/DA: No TA/DA shall be admissible for joining the assignment or on its completion. The Consultant will not be allowed foreign travel at Government expenses. However, the Consultant shall be allowed TA/DA for their travel inside the country in connection with the official work as per following details:- TA/DA (on tour) shall be as per his/her entitlement immediately before retirement.

Library Facility:- The consultant shall have access to the Institute's Library during the period of their engagement and shall be allowed to borrow books as per the Library Rules 5 terms of reference for Consultant.

Job Description: Day to day handling of accounts, control over progressive expenditure, monitoring expenditure vis-à-vis head wise budget, correspondence related to financial issues, liaison and co-ordination with central audit and such other works as may be assigned by the Director.

Interested candidates may send their CV in sealed envelope marked "Application for Consultant (Finance & Accounts)" addressing to The Director at the above address within 15 days from the publication of this advertisement in the newspaper.