



CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)
Chithranjali Hills, Thiruvallam P.O., Thiruvananthapuram – 695 027

Notification No.C-DIT/HR1-17/2022 dated 17.11.2022

Consultant (Internal Audit)

C-DIT is an autonomous institution set up by the Government of Kerala, functioning under the Dept. of Electronics & IT. As an approved Total Solution Provider (TSP) and Accredited Agency for Government IT initiatives, C-DIT undertakes various projects in IT/ITES, e-Governance, Web development, digitisation and Digital transformation of Government departments and organisations.

C-DIT invites applications from Professionals / Retired Accounts / Audit Officers to work as Consultant (Internal Audit)

Sl. No.	Particulars
C-DIT/HR1-17 /1	Consultant (Internal Audit)
No. of Position	1
Educational Qualification	CA/ICWA/M.Com/B.Com
Essential Experience	15 years' professional experience in accounting operations, including double-entry bookkeeping, in a large organisation having average annual turn-over of not less than Rs.10 crores. 5 years supervisory experience in managing accounts department in the organisation, including in preparation of budgets, auditing.
Desirable	Experience in government departments /PSUs /autonomous institutions desirable. Knowledge in computerised accounting using Tally.
Maximum Age Limit	65 years, Retired employees will also be considered.
Remuneration	Rs. 50,000 - 60,000 per month (to be fixed commensurate to the qualifications/experience of the selected person)
Period & mode of Engagement	6 months on full time consultancy basis.

General Conditions/ Instructions:

1. Applicants should read the instructions thoroughly and ensure that they possess the required eligibility conditions, qualification and experience in the relevant domains

- prescribed in the notification before applying for the post.
2. Qualification degrees wherever specified should be obtained from recognised universities or Government /industry recognised institutes. Age, qualification and experience possessed by the applicant **as on the closing date** of the notification only will be considered. Applicants shall clearly specify the details and provide supporting documents. Relaxation in age or number of years of experience may be considered in the case of exceptionally deserving candidates with proven expertise in the relevant domains specified in the notification, at the discretion of C-DIT.
 3. Remuneration will be fixed suitably in the range specified, depending on the qualification and experience of the candidate.
 4. Application prepared in the enclosed format shall be submitted /forwarded in sealed envelope to the office of the Registrar, C-DIT, Chitranjali Hills, Thiruvallam, Tvpm -27 by post or directly with documents to prove age, qualification and experience so as to reach his office before the closing date. The envelope shall be superscribed with "Application for Consultant (Internal Audit)". Incomplete applications will be rejected. Acceptance or rejection of applications will be at the sole discretion of C-DIT and will be binding on the applicant.
 5. Original certificates shall be submitted for verification at the time of joining. If any discrepancy is found in the application and documents, the offer letter shall be cancelled and the applicants will be disqualified. It will be the sole responsibility of the applicant to produce original documents for verification of their claims, whenever called for.
 6. The mere possession of the prescribed qualifications or the number of years of experience, will not entitle any applicant to be considered for appointment. Only those applicants who have demonstrable expertise/experience in the areas mentioned and/or similar areas, will be considered for selection, at the sole discretion of C-DIT.
 7. Provisional List of shortlisted applicants will be published in the portal **www.careers.cdit.org**.
 8. All communications with the candidates will be through email only.

The closing date for submission of application is 28.11.2022, 5.00 PM. Late applications will be summarily rejected.

**Sd/-
Registrar**

