

STATE PROJECT IMPLEMENTATION UNIT - (SPIU)

(A Unit of NPIU, Ministry of Human Resource Development, Government of India for Implementation of World Bank Assisted Projects in Technical Education)

Advertisement No:- SPIU/TEQIP-III/2019-

Date:- 21/11/2019

REQUIRES NODAL OFFICER/CONSULTANT (FINANCE) FOR THE STATE OF BIHAR ON CONTRACT BASIS

Applications are invited from Indian Citizens for the post of Nodal Officer/Consultant (Finance) for State Project Implementation Unit(SPIU),Bihar Under TEQIP-III Of MHRD on contract basis. **The eligible candidate can also submit scanned copies of their BIO DATA** and supporting documents by mail at spa.bihar.teqip@gmail.com, and bihar.spiu@gmail.com on and before 20th Dec-2019 , but it is not mandatory. The subject of E-mail should be "APPLICATION FOR THE POST OF NO (F) and Complete application (Hard Copy) along with attested requisite documents should be sent to State Project Implementation Unit (SPIU), Ist Floor Indira Gandhi Planetarium Complex Near Madhya Bihar Gramin Bank, Vidyapati Marg, Dak Bunglow Road, Adalatganj, Veerchand Patel Road Area, Patna, Bihar 800001. on and before 20th Dec-2019 ". For any clarification please contact Shri Rai Vishal Kishore (Mob- 9234615845).

Essential Qualification:-

Full time Master's Degree in Commerce/Accounting/Business Administration or full time MBA finance or CA or ICWA with experience to computerized accounting system along with a minimum of 06 years' experience in financial management in Central Govt./State Government, University/Institutions of Higher Education, Autonomous Bodies and Public Sector Undertaking.

Desirable:- A minimum of two years of experience in handling the projects of World Bank/National/State level preferably in education sector as a finance expert. Working experience in any of the software system related to Direct Fund Transfer Software System. Mode of engagement – On contractual basis for the project period (subject to review of performance on annual basis).

Age criteria:-

Should not exceed 50 years as on last date of the advertisement.

Mode of Engagement:-

On contractual basis for a project period (subject to review of performance on annual basis).

Consolidated fee/ pay range- From Rs.75200-140900/- per month

Appointment Letter would be issued by EdCIL India Ltd. For details about TEQIP-III, Please visit-www.npiu.nic.in .

Place of work:- State Project Implementation Unit (SPIU), presently located at Ist Floor Indira Gandhi Planetarium Complex Near Madhya Bihar Gramin Bank, Vidyapati Marg, Dak Bunglow Road, Adalatganj, Veerchand Patel Road Area, Patna, Bihar 800001

Sr. No.	Post Name	Duties & Responsibilities
1.	Nodal officer/Consultant (Finance)	<ul style="list-style-type: none"> i. Provide guidance on financial, accounting and reporting aspects to the project institutions at the State level & assist on the same ii. Ensure full knowledge and systematic application of the Project Financial procedures and requirements for financial Management as well as well-versed with fund flow & direct fund transfer system software knowledge. iii. Prepare budget for project at State level and arrange timely flow of funds to institutions, iv. Monthly Statement of Expenditure, prepare and submit Budget Estimates for the projects, Collection and compilation of UCs and audited statements of the respective Institutions. v. Technical guidance, accounting control, development of Budgets, analysis and compilation, Preparing and reporting of Financial Accounting, audit Control and Financial Review, Reconciliation of accounts, monitoring of Funds, Release & Compilation of Statement of Expenditure vi. Accept Quarterly Financial Monitoring Reports (FMRs) from the participating institutions and guide/monitor and provide support for adherence to the fiduciary guidelines, financial management issues, vii. Consolidate FMRs for the project and submission to the NPIU, so as to facilitate disbursement of funds within the required timeframe, viii. Hire Internal and External Auditors, ix. Monitor quality of audit arrangements in all agencies in the State which will be funded under the project. Regularly monitor compliance of audit observations by institutions, x. Provide support to Financial Management/accounting staff of institutions for resolving various issues related with accounting/Financial Management aspects, reporting system etc. Facilitate implementation of the project and providing advisory services and support for financial management and other allied issues, xi. Impart comprehensive and specialisation training to project staff at various levels on Financial Management and manage these training programmes through preparation of training plan, including schedule of trainings/workshops/seminars/orientation, and monitor implementation of the plan in close co-ordination with the NPIU, and xii. Other project aspects related to financial management, Follow up for compliance of legal covenants at SPFU level, Audit TEQIP accounts of State Institutions and physical verification of Assets, assist in reconciliation of TEQIP accounts and reporting information, follow up of Audit observations and required compliance, Create SPFU and State Institution-wise data base on various aspects of Financial Management

B. Zaman

General Terms and Conditions

1. The candidates are advised to have a valid Email ID and Mobile Number on which all the communication shall be forwarded to them.
2. Only Indian Nationals are eligible to apply for the above position.
3. The candidates have to bring/ may submit the scanned copies of their educational qualification/ experience certificates/Appointment letter of present post along with the CV at spa.bihar.teqip@gmail.com / bihar.spiu@gmail.com in order to support their claims for the post he/she has applied for.
4. While mentioning academic qualification (starting from High School), please include percentage and name of Institution. Include tenure, pay scale and nature of job in experience details.
5. **It is to be clearly noted that the above appointment is on purely contractual basis.** The engagement does not confer any claim on the candidate to seek any other temporary/absorb /permanent employment with EDCIL MHRD.
6. The engagement shall be for project period subject to review of performance on annual basis.
10. EDCIL based on client MHRD's feedback reserves right to discontinue the contractual engagement with one month's prior notice.
11. The advertisement can be withdrawn at any time by the issuing authority without any prior notice and no claims would be accepted for the same.
12. No fee has to be paid while applying for the post against this advertisement.

SPIU Bihar

P. Zaman