



केन्द्रीय विद्युत अनुसंधान संस्थान
(विद्युत मंत्रालय भारत सरकार के अधीन स्वायत्त सोसाइटी)
Central Power Research Institute
(An autonomous society under Ministry of Power, Govt. of India)

ADVERTISEMENT No.CPRI/07/2024

Central Power Research Institute (CPRI) is an autonomous Society under the Ministry of Power engaged in Research and Development in the fields of generation, transmission, distribution and operation of electricity supply systems. CPRI acts as an apex body for initiating and coordinating applied research in electrical power engineering assisting the electrical industry in product development and in Quality Assurance. CPRI also serves as an independent Authority for Testing & Certification of power equipment. The CPRI Head office is situated at Bangalore and its units are at Bhopal, Hyderabad, Nagpur, Noida, Kolkata, Guwahati and Nasik.

CPRI invites applications for filling up of the following anticipated post in CPRI, Head Office at Bengaluru.

Name of the post	Category	No. of post	Pay Level in the Pay Matrix
Chief Accounts Officer (Ordinary Grade)	UR	1	Level – 12 of the 7th CPC (Rs. 78,800 - 2,09,200)

Method of Recruitment: Short Term Contract/Direct Recruitment

Eligibility criteria for Short Term Contract :

(a) Holding analogous post in the parent cadre or Department

OR

(b) With five years service in Level-11 of pay matrix in the parent cadre or Department.

(c) Educational Qualification: A University Degree in BA/BSc/B Com /BBA/BBM with professional qualification of SAS/CA/CMA/JAO.

Experience: Overall 12 years' experience in the areas of finance and accounts management, audit, budgeting, taxation, GFRs etc. in Central Government/Central Autonomous Organizations/Statutory Bodies with proficiency in computers, PFMS, tally/latest accounting packages.

Age Limit: 53 Years.

The period of short term contract shall be initially for a period of 2 years which can be extended for a further period of 1 year on mutual consent, depending upon the requirement of the Institute.

Eligibility criteria for Direct Recruitment:

Educational qualification: A University Degree in BA/BSc/B Com /BBA/ BBM with professional qualification of SAS/CA/CMA/JAO.

Experience:

Holding analogous post on regular basis.

(OR)

Minimum 5 years experience in Level-11 with cumulative experience of 12 years in Level-10 and Level-11 of the Pay Matrix. The area of experience in finance and accounts management, audit, budgeting, taxation, GFRs in Central Government/Central Autonomous Organizations /Statutory Bodies with proficiency in computers, PFMS, tally/latest accounting packages.

Age Limit: 53 Years.

Brief Job Description of Chief Accounts Officer (OG)

Assisting the Director General in the preparation of the annual budget and balance sheets of the society, correct maintenance of all accounts as prescribed by the Government, evolving suitable procedure for procurement of goods and services, ensuring correctness and propriety of all the expenses incurred by the society. Assist the Director General in such area as cash management, cost control, tariff setting, collection of receipts and also in the observance of the correct financial and accounts procedures. Any other functions assigned by the Director General from time to time.

CPRI reserves the right to reject application of any or all the applicants or cancel the selection process at any stage due to administrative reasons.

Bio-data of the eligible and willing candidates may be sent as per the **Application format** available in CPRI website <https://cpri.res.in/> along with following documents/Certificates:

1. Self-attested copies of relevant academic qualification (Matriculation/SSC, Degree Certificates, Mark sheets etc.) and experience certificate.
2. No Objection Certificate (NOC) & Vigilance clearance certificate from the current employer concerned.
3. **Experience certificates** - Clearly mentioning the duration of employment (Date, month and year) indicating basic pay, Grade Pay/Pay Matrix Level. The Certificate should also mention nature of duties performed/experience obtained in the post(s) with duration

While forwarding the application through proper channel, it may please be ensured that the particulars of the candidates are verified and the he/she fulfills the eligibility conditions.

Government strives to have work force which reflects gender balance and women candidates are encouraged to apply.

Application completed in all respect with documents, should be sent by post to below office address superscribing "**Application for the post of Chief Accounts Officer (OG)**". The application must reach the below office address, latest by **25.11.2024**. Applications received after the closing date, without any of the required documents, or not in the prescribed format shall not be considered.

Office Address:

**The Chief Administrative Officer
Central Power Research Institute,
Prof.Sir C.V. Raman Road,
Post Box No: 8066, Sadasivanagar (P.O),
Bangalore- 560080**



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IMPORTANT INSTRUCTIONS

1. Only Indian Nationals are eligible to apply.
2. Before applying, the candidate should ensure that they fulfill the eligibility & satisfies the criteria and other norms mentioned in this advertisement.
3. The prescribed Educational qualification and experience are bare minimum and mere possession of same does not entitle candidates to be called for further process.
4. In the event of number of eligible applications being large, CPRI reserves the right to limit the candidates and to be shortlisted based on academic merit and experience prescribed for the post.
5. CPRI reserves the right to change (cancel/modify/add) any of the criteria, method of selection with or without assigning any reason.
6. CPRI shall not be responsible if the information/intimations do not reach candidates in case of change in the mobile number, email address or technical fault or otherwise beyond the control of CPRI. Candidates are advised to keep a close watch of the CPRI website <https://cpri.res.in/> for latest updates.
7. The decision of CPRI in all matters relating to eligibility, acceptance or rejection of applications, mode of selection will be final and binding on the candidates and no enquiry or correspondence will be entertained in this connection from any individual or agency on behalf of the candidates.
8. Candidates are advised that they should not furnish any particulars that are false, tampered with or fabricated and should not suppress any material information while submitting application. If found guilty of misconduct/impersonation/canvassing/use of unfair means will be disqualified from selection process. In case the candidate is considered for further process, whose particulars/ information are found false at any stage of selection process, his/her candidature will be terminated immediately without any notice and liability to CPRI.
9. Canvassing in any form will make the candidature of the candidate liable for disqualification.

10. Probation will be 1 year for direct recruitment. The post carry service benefits of NPS contribution/ Leave/LTC/Medical benefits and allowances as per Government of India norms.
11. Candidates should regularly check their email and CPRI website <https://cpri.res.in/> for updates regarding recruitment process.
12. Candidates possessing the specific educational qualifications; experience and specified age limit shall only be eligible to apply for the post. Hence, applicants are advised to go through all the conditions prescribed for post under different paras and sub-paras in the advertisement and satisfy themselves about their suitability for the post before applying.
13. CPRI also will not be responsible for any delay encountered receiving the application form with prescribed enclosures with in last date prescribed.
14. As the Screening of applications will be done on the basis of information furnished in the application form by the applicants, it is necessary that only accurate, full and correct information is furnished by the applicants. Furnishing of incomplete/wrong/false information will be a disqualification and CPRI will **NOT** be responsible for any of the consequences of furnishing such wrong/false information.
15. The crucial date for determination of eligibility of applicants for the post will be the last date of receipt of application.
16. Fee exemption as per Govt. of India norms will be applicable.
17. Candidates already in Government service such as Central/ State Govt./Quasi Govt. offices/Public Sector Undertakings/Public Sector Banks/Autonomous Bodies etc., should apply through proper channel or enclose NOC (No Objection Certificate), else the application will not be considered.
18. All the educational qualifications mentioned should be from a University/Institution/Board recognized by GoI/approved by UGC/AICTE / State/Central Governments.
19. The percentage marks shall be indicated only based on the percentage marks /CGPA declared/mentioned in the certificates.
20. In case of dual qualifications/specializations candidates have to necessarily produce proof that their major specialization conforms to the requisite eligibility criteria prescribed for the post.
21. **Failure to attach the copies of all the relevant documents prescribed will render the application invalid and liable for rejection.**
22. Wrong information in application may lead to the application getting rejected altogether without assigning any reasons, there for.

23. APPLICATION FEES –Rs.500/-

a) SC/ST/PWD/Ex-servicemen/women candidates and CPRI Departmental candidates are exempted from payment of fees.

24. **PAYMENT OF FEES:** DD drawn in favor of “ **Accounts Officer, Central Power Research Institute**” Payable at Bengaluru.

25. The candidates are advised to submit application well in advance without waiting for the closing date.

26. CPRI will not be responsible for delay in receiving application and application received after the due date will not be considered.

27. Schedule of selection process will be displayed on CPRI web site <https://cpri.res.in/>

28. Candidates claiming benefit of fees exemption under SC/ST/PWD/ Ex-servicemen category must enclose relevant Caste certificate/Ex-servicemen Discharge certificate/Ex-servicemen ID card/PWD Certificate.

29. Fees once paid will not be refunded under any circumstances. Candidates shall verify their eligibility for the post and their eligibility for the fee waiver before applying for the post. It may be noted that the application fee is ONLY for applying for the post which will not confer any right to the candidates becoming eligible for consideration for further process as the case may be and decision of CPRI is final in this regard.

30. IMPORTANT DATES

Sl. No.	Particulars	Date
1	Last date for receiving Application	25.11.2024
2	Cut-Off Date for the purpose of Educational qualification, Upper Age limit etc.,	25.11.2024
3	Personal Interview	will be notified later

31.The Application of the eligible and willing candidates may be forwarded through proper channel as per the **Application format** available in CPRI website <https://cpri.res.in/> along with below documents/Certificates by post in a sealed cover addressed to the Chief Administrative Officer, CPRI, Bangalore.

Originals to be submitted for verification at the time of Document verification or at any subsequent stage of the recruitment process as required by CPRI.

- a. Testimonials in proof for Date of Birth like Matriculation Certificate / Secondary School Leaving Certificate/SSC/X Standard Marks card.
- b. Educational Qualification Certificate along with mark sheets of all years/semesters of examinations passed.
- c. Experience /Service Certificate in the letter head of the organization clearly indicating the post held, period of service, gross emoluments, area of experience as proof of post qualification Experience, duly certified by Organization concerned.
- d. No Objection Certificate & Vigilance Clearance from the current Employer in respect of candidates employed with Central/State Govt./Quasi Govt. offices/Public Sector Undertaking, Public Sector Banks/ Autonomous Bodies etc.
- e. Caste/Category Certificate in the prescribed GOI format from the Competent Authority(In case of claiming fees relaxation)

32.The selection is subject to verification of the documents produced for verification.

33.Any legal disputes arising from this recruitment process will be subject to the jurisdiction of the competent courts in Bangalore. In case of any ambiguity/dispute arises on account of interpretation in versions other than English, the English Version will prevail.

34.The Application in prescribed format with self-attested copies of documents should be sent by post in a cover superscribed as **“Application for the post of Chief Accounts Officer(OG)”** and addressed to:

**The Chief Administrative Officer,
Central Power Research Institute,
Prof.Sir C.V.Raman Road,
Post Box No: 8066, Sadasivanagar (P.O),
Bangalore - 560 080**

35.No interim oral query over telephone/mobile/sms etc., will be entertained and all the queries, if any, should be addressed to e-mail **“recruitment@cpri.in”** provided for the purpose.No other mode of communication will be entertained.
