



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

विज्ञापन सं./Advertisement No.: R/13/2022 Dated July 08, 2022

Indian Institute of Technology Kharagpur, an Institute of Eminence and the first and largest in the chain of IITs engaged in teaching, research and development. The Institute invites online applications from the Indian Nationals for engagement of **Ten (10) Nos. of Professional Trainees in Finance & Accounts Section of the Institute**. The eligibility criteria are as under :

- **Educational Qualification** : Bachelor of Commerce (B. Com) with Intermediate Level Certificate from Institute of Chartered Accountants of India (ICAI) or Institute of Cost Accountants of India (ICAI) within first three attempts (Non-appearance will be considered as an attempt). First due date of Intermediate examination for CA/CMA will be January, 2021 and June, 2021 respectively or thereafter.
- **Age Limit** : Below 25 years as on the last date of submission of Online application.
- Those who were once selected as Professional Trainee at IIT Kharagpur are not eligible.
- **Stipend** : Rs. 20,000/- (Rupees twenty thousand only) per month. An undertaking will be taken from the trainees at the time of joining to the effect that the entire stipend amount will be refunded back if he/she wants to leave before completion of the training period along with other terms and conditions.
- **Period of Training** : 12 months
- **Termination** : Any kind of indiscipline, irregularity will lead to short closure of training period without showing any cause or prior notice.
- **Others Facilities** : Shared unfurnished accommodation may be provided to the trainees subject to availability. License fee, water charges, electricity charges and charges for any other services rendered shall be recovered as per Institute rules and as per actual use at the rate fixed by the Institute from time to time.
- **Scope of Work**: The selected trainees will be required to work for 8 hours per day for 6 days in a week. They will be engaged in the works related to Finance & Accounts of the Institute under the supervision of the Officers of the Finance & Accounts Section.
- **Leave** : 2 and ½ days for each completed month of work.

GENERAL INSTRUCTIONS

1. Reservation for ST/SC/OBC/EWS/PWD as per Government of India Rules.
2. **Application fee should be paid through online portal (SBI Net Banking/Other Banks Net Banking/All Banks Credit Cards (Retail)/Rupay Debit Cards). Application fee of Rs. 500/- (Rupees five hundred only) is required for UR/EWS/OBC candidates and Rs. 250/- (Rupees two hundred fifty only) is required for SC/ST/PwD/Women candidates. The fee(s) paid shall not be refunded under any circumstances nor can the fee(s) be held in reserve for any other application or examination or selection.**

3. Candidates are advised to mention their correct and active e-mail address in the application, as all the correspondences like issuance of call letter or any other information will be communicated through e-mail only. No separate letter (Hard copy) will be sent for this purpose. Further, for any updates, please visit website [<http://www.iitkqp.ac.in>>> Quick Links >> Non-Teaching Positions] regularly.
4. Candidates fulfilling the above eligibility criteria may **apply online** [<http://www.iitkqp.ac.in>>> **Quick Links >> Non-Teaching Positions**] on or before **July 31, 2022.**
5. **NO HARDCOPY OF THE APPLICATION TO BE SUBMITTED. THE SHORT-LISTING WILL BE DONE ONLY BASED ON THE DOCUMENTS UPLOADED AT THE TIME OF ONLINE APPLICATION.**
6. **NO INTERIM ENQUIRIES WILL BE ENTERTAINED.**

If any problem is encountered during online application, please contact through phone: +91-3222-281017/18/19.



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