



राष्ट्रीय औषधीय शिक्षा एवं अनुसंधान संस्थान
(औषध विभाग, रसायन और उर्वरक मंत्रालय, भारत सरकार)

बालानगर, हैदराबाद - 500 037., तेलंगाना भारत

NATIONAL INSTITUTE OF PHARMACEUTICAL EDUCATION & RESEARCH
[Department of Pharmaceuticals, Ministry of Chemicals & Fertilizers, GoI]
Balanagar, Hyderabad - 500 037. Telangana. INDIA

Contractual Recruitment
WALK IN/ ONLINE INTERVIEW

Advt. No.: NIPER-H/Advt./2023-24/01

Dated: 15/03/2024

National Institute of Pharmaceutical Education & Research, Hyderabad (NIPER-H) is an autonomous institute set up by the Department of Pharmaceuticals, under the aegis of Ministry of Chemicals & Fertilizers, Govt. of India by an act of parliament, to impart high quality Education & Research in the area of Pharmaceutical Sciences. The Institute intends to fill the following post on a contractual basis.

S.N.	Post & Remuneration	No. of Positions	Essential & Desirable Qualifications and Experience	Max Age
(1)	(2)	(3)	(4)	(5)
01	Internal Auditor (Fixed monthly remuneration of Rs.45,000/-) (On Contractual Basis)	01	<u>Educational Qualification</u> Graduation in Any discipline. Knowledge of PFMS, FR/SR, Administrative Rules and Regulations of Govt of India. <u>Essential:</u> Persons retired from Government / PSU / Central Autonomous Body service in any of the organization like Indian Audit & Accounts / Indian Revenue / Indian Civil Accounts / Indian Defense Accounts / Indian Railway accounts / Indian Cost Accounts and other departments of Govt. of India. <u>Desirable:</u> Commerce /Economics / Management discipline or professional degree. Elementary knowledge of MS Office and computers.	64Years (As on 01-Apr-24)
02	Period of Consultancy		Initially for one year. The consultancy period may be extended/reduced at the discretion of the Competent authority subject to functional requirements, performance appraisal, fitness of individual etc. However, the maximum period of engagement will be for a period of three years or up to 65 years of age, whichever is earlier.	
03	Scope of Work		<ul style="list-style-type: none">The appointed officer should be able to carry out Internal Audits of Accounts, Stores, Admin, Academics and other functional departments of NIPER Hyderabad.Participate in pre- and post-audit activities of	



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			the Institute and other statutory audits. <ul style="list-style-type: none">Any other duties assigned by the Competent Authority of NIPER Hyd.	
04	Mode of examination		Walk IN/ Online Interview of Shortlisted Candidates. Date of Interview will be intimated in due course of time.	
05	Place of work		National Institute of Pharmaceutical Education & Research Hyderabad (NIPER) Balanagar, Hyderabad 500057	

General Instructions

- Candidates of Indian nationality can only apply for the post.
- Candidates should read carefully the requisite minimum essential qualifications, age and eligibility, experience criteria etc. laid down in the advertisement before applying for the above post. Since all the applications will be screened on the basis of data submitted by the candidate in the application form, the candidates must satisfy themselves of the suitability for the position to which they are applying. If at any stage during the recruitment and selection process, it is found that candidates have furnished false or wrong information, their candidature will be rejected.
- Candidates are requested to apply in the prescribed format along with all requisite documents as desired, through e-mail to registrar.niperhyd@gov.in by **04-04-2024**. **Incomplete applications will be summarily rejected.**
- The shortlisted candidates will be notified on the Institute website **Five days before** the interview.
- Application once submitted cannot be altered/resubmitted, under any circumstances.
- Incomplete applications or those without relevant supporting documents (self-attested copies of Date of birth/Degrees/ Certificates/ Mark sheets/Experience Certificates/documents, etc.) will be rejected.
- On the recommendation of the Screening/Selection Committee, the Competent Authority may relax the experience of the candidates in exceptionally meritorious cases.
- Fulfilment of qualifications and experience is an essential requirement. The candidate will be called for an **WALKIN/ONLINE INTERVIEW** as stated above while progressing ahead in the stage(s) of recruitment/selection, following the standards in general. As stated, the Institute is free to set the benchmark and call only the eligible candidates for the interview.



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9. NIPER Hyderabad also reserves the right to NOT to fill the post advertised, in the event of exigency so decided.
10. The NIPER Hyderabad reserves the right to change (cancel/modify/add) any of the criteria, method of selection and appointment, etc.
11. Intimations will be sent only by E-mail as per the details mentioned in the Application form.
12. In case any dispute arises on account of the interpretation of clauses in any version of this Advertisement other than English, the English version available on the NIPER- Hyderabad Website shall prevail.
13. Any dispute arising out of this Advertisement including the recruitment process shall be subject to the sole jurisdiction of the Courts situated at Hyderabad.
14. The applications to be send to the following E-mail ID. In case of any query, the candidate may call/write as per the contact details given below:
Phone No.: (+91) 40 23423749
Email ID: Registrar.niperhyd@gov.in :
Website: <http://www.niperhyd.ac.in>

15. CANVASSING IN ANY FORM MAY LEAD TO CANCELLATION OF APPLICATION.

Sd/- Registrar.

APPLICATION – FORM
CONSULTANT (INTERNAL AUDITOR)
(Contractual)

Paste your recent
passport size
photograph

1. Name of the Post Applied for:

2. Full Name of the Candidate:
(in Capitals)

.....

3. Date of Birth:

Day

Month

Year

4. Gender: (Write '1' for Male, '2' for Female '3' for Transgender)

5. Marital Status:

6. Father's/Husband's Name:

7. Mailing Address (in block letters):

.....

..... Pin Code:

Tel. No.: Mobile:

Email ID:

8. Nationality:

9. Whether Physical Handicapped? : (Write '1' for Yes, '2' for No)

10. Category (please tick ✓)

SC ☐

ST ☐

OBC ☐

GENERAL ☐

EWS ☐

- 11.** All Educational/other professional Qualifications/Training Courses etc. from 10th Standard Board Examination onwards: Attach a copy of Certificate.

Level	Exam passed/ Degree Trg.	Division/Grade % of Marks	Year of Passing	Duration of the Degree/Diploma	Board/ University	Subject	Subject of Specialization

12. Brief professional experience:

Office/Instt. Firm	Post held	Part time/ Contract Basis/ Ad-hoc/ regular/ Temp./pmt.	Exact dates to be given (indicate day, month & year)		Total Period (in years)			Scale of pay	Nature of duties
			From	To	Years	Months	Days		

13. Any other relevant information:

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14. Details of enclosures: 1)

2)

3)

Declaration

I hereby declare that all the statements made in the application are true and complete to the best of my knowledge and belief. I understand that action can be taken against me by **NIPER-Hyderabad**, if I am declared by them to be guilty of any type of misconduct mentioned herein.

Date:

Signature of candidate

Place: