भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

विज्ञापन सं./Advertisement No.: R/11/2024 Dated August 12, 2024

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**: Graduation with Intermediate Level Certificate from Institute of Chartered Accountants of India (ICAI) or Institute of Cost Accountants of India (ICAI) having registered themselves under the Institute for Intermediate examination on or after 1st January 2019 (Registration Certificate depicting the registration number and date must be duly uploaded along with the other requisite documents)

- **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. Apart from the above, no other benefits will be extended to the incumbents.

- **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.iitkgp.ac.in>> Jobs >> Staff Opening] regularly.

4. Candidates fulfilling the above eligibility criteria may **apply online [http://www.iitkgp.ac.in>> Jobs >> Staff Opening]** on or before **12.09.2024.**

5. **The candidates who have applied against Advertisement No. R/07/2024 dated June 05, 2024 need not to apply again. However, they are required to submit their updated CV through email at recruitmentnts@adm.iitkgp.ac.in within the last date of application, i.e., 12.09.2024.**

6. **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.**

7. **NO INTERIM ENQUIRIES WILL BE ENTERTAINED.**

If any problem is encountered during online application, applicant may write an email to erp.nonfacrec@iitkgp.ac.in mentioning the problem encountered during the filling of online application.

कुलसचिव/Registrar