



(A College 100% funded by Govt. of NCT of Delhi)
SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES
(University of Delhi)
PSP Area-IV, Dr. K.N. Katju Marg, Sector-16, Rohini, Delhi-110089

Advt. No.: SSCBS/NT ADVT./2019/04

JULY 16, 2019

ADVERTISEMENT

Shaheed Sukhdev College of Business Studies invites application (on deputation basis) from talented and motivated candidates for the following post in the prescribed format available on the college website www.sscbs.du.ac.in within 30 days from the date of publication of this advertisement in the Employment News Paper.

Section Officer (Accounts): 01 UR in pay Level 7 of ₹ 44900-142400 (as per 7th CPC)

ELIGIBILITY CRITERIA

Officers working in the analogous post in the pay scale of ₹ 6500-10500 (pre-revised) or equivalent pay level in 7CPC with at least 2 years of regular service as Section Officer or equivalent

Or

Assistant or equivalent in the pay scale of ₹ 5000-8000 / 5500-9000 (pre-revised) or equivalent pay level in 7CPC with at least 5 years of regular service in Central government department / Statutory or Autonomous bodies or Universities or Institution of Higher Learning.

NOTE:

1. Applications of only such candidates will be considered as are routed through proper channel and are accompanied with:
 - i. Duly Filled Application Form alongwith copies of all testimonials.
 - ii. Attested photocopies of ACRs/APARs for the last three years.
2. **The period of deputation is initially for a period of one year extendable annually for one year (upto three years).** The said deputation shall be governed by the terms & conditions of Foreign Service Rules as applicable to the employees of the University of Delhi. The

said appointment can be terminated even before the expiry of the period mentioned on the joining of the permanent incumbent or without assigning reasons thereof.

3. Persons who are on direct line of promotion in the cadre are not eligible for appointment on deputation basis. Similarly deputationist is not eligible for absorption. The selection will be made on the basis of quality of ACRs and interview.
4. The incumbent should possess an aptitude for drafting/noting in English, adequate exposure in handling one or more functions related to General Administration/Accounts & Finance/HR/Legal/Budget preparation etc.
5. The college will place corrigendum, if any, on the college website only. Candidates are requested to monitor the same.
6. Application received without complete information shall be rejected.
7. The application is liable to be rejected if received by the college after due date. (**within 30 days from the date of publication of this advertisement** in the Employment News Paper).
8. No. T.A/D.A will be paid for attending the interview.
9. Candidates should not furnish any particulars that are false, tampered, fabricated or suppress any material / information while submitting the application and self-certified copies/testimonials.
10. The college reserves the right not to fill up the post advertised without assigning any reason.
11. Those candidates who have already applied for the above said post need not apply again.
12. **In case of any inadvertent mistake in the process of selection, which may be detected at any stage, the college reserves the right to modify/withdraw/cancel any communication made to the candidate.**

All the relevant documents, testimonials, certificates etc. should reach **The Principal, Shaheed Sukhdev College of Business Studies (University of Delhi), PSP Area IV, Dr. K.N. Katju Marg, Sector 16, Rohini, Delhi – 110 089**. The envelope must be superscribed as “**Application for the post of Section Officer (Accounts)**”

(Administrative Officer)
SSCBS