

VACANCY! VACANCY! VACANCY!

SELECTION OF ACCOUNTANT FOR SI OFFICE, AFS PUNE

1. Applications are invited for selection for the post of Accountant for Service Institute Office as per the following criteria :-

Post	Age	Minimum Qualification
SI Accountant	Between 25 to 50 years as on 01 Oct 23	(a) Commerce Graduate (b) Minimum Working Experience of 2 years in Accounting related / Book Keeping job. (C) Medically Fit (D) Should have knowledge of Tally 9 and Excel

(a) Candidate is required to submit Qualification Certificate. Experience Certificate (If any), Age Proof, Address Proof, Identification proof and latest clear & visible photograph (Passport size along with application).

(b) Candidate is required to submit above mentioned documents in sealed envelope with the name of post for which he/she is applying.

(c) The candidate should be physically and mentally fit.

(d) Preference will be given to experience in the field of Accountancy, Double Entry System, Tally, Non Public Fund and other administrative work. Ex- serviceman and NPF employees who have been terminated due to reduction of staff but not on disciplinary ground will also get preference . Higher qualification would get preference.

2. The Monthly salary would be between Rs. 18,000/- to Rs. 30,000/- approx.

3. All the relevant documents are to be submitted at SI Office, 2 Wing, AF before **11 Oct 2023**.