

THE GANDHIGRAM RURAL INSTITUTE

(Deemed to be University)

GANDHIGRAM - 624 302, DINDIGUL DISTRICT, TAMIL NADU

Ministry of Education (Shiksha Mantralaya), Govt. of India

Accredited by NAAC with 'A++' Grade (4th Cycle)

All communications should be addressed to the Registrar by designation and not by name



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Engagement of Internal Audit Consultant / Internal Audit Officer on short term contract basis- to GRI (DTBU), Gandhigram

Applications are invited from retired Audit Officers from office of the CAG / Retired Accounts Officers from Central Government Institutions to work as Internal Audit Consultant / Internal Audit Officer at The Gandhigram Rural Institute (Deemed to be University), Gandhigram on short term contract basis initially for a period of six months.

Eligibility:	1. Retired Audit Officers from office of the CAG / Retired Accounts officers from office of the CAG, Central Government, Central autonomous Institutes who have retired in Pay Level 10 and above who are having experience in accounts, audit matters and income tax etc. 2. Proficiency in usage of computerized office environment like Ms Office/ Ms Excel, Tally.
Age Limit	Not exceeding 63 years as on the date of application.
Remuneration	A consolidated pay of Rs.50,000/- per month. However higher pay will be considered for deserving candidate who is having higher experience in Audit / Accounts.

Scope of Work:

- 1) Internal Audit Consultant (IAC) / Internal Audit Officer (IAO) shall report to the Finance Officer, GRI, Gandhigram for performing the internal audit function as set out by the GRI Finance and Accounting manual.
- 2) The duties and responsibilities inter alia include:
 - a. Pre audit of all payment vouchers in compliance with laid down procedures and rules.
 - b. Pre audit check of all procurements, establishment matters, works, academic matters, personal claims etc. for compliance to laid down procedures and rules.
 - c. Verification of Compliance to TDS, GST and its proper remittance, verification of closing of accounts.

1. General conditions
 - a) The consultant shall abide with contract agreement, general conduct rules and information security act and other restrictions applicable to Govt. employees.
 - b) Initially the appointment will be for a period of six months and may be extended by the authority based on satisfactory performance.
 - c) Headquarters of the consultant shall be The Gandhigram Rural Institute (Deemed to be University), Gandhigram and in case he/she is required to perform journey/tour in connection with official duties, his/her TA/DA entitlement shall be as applicable to him/her at the time of his/her retirement.
 - d) The consultant shall not be entitled to any allowance such as Dearness Allowance, Residential Telephone, Transport Facility and Medical Reimbursement.
2. The Services of the consultant shall be terminated, at any point of time, if
 - i. The services rendered by him/her are not satisfactory, or
 - ii. Any declaration or information furnished by him/her proves to be false or having been willfully suppressed, or
 - iii. There is any breach of any of the terms and conditions of contractual engagement or he/she is found to be involved in any act of indiscipline or misconduct or
 - iv. He/she is found to be involved in any act that proves unbecoming of him/her.
3. Notwithstanding what is provided above, the services of a consultant may be terminated by either side by giving a month's notice or a month's salary in lieu of the notice period. If the notice is for a period less than a month, salary in lieu of the notice period will be paid to the extent the notice falls short of a month. The decision of The Gandhigram Rural Institute (Deemed to be University), Gandhigram in this regard shall be final and binding on the contractual staff.
4. Application has to be submitted in the prescribed proforma which can also be downloaded from website: www.ruraluniv.ac.in.
5. Application along with copy of all relevant documents viz. copy of PPO / LPC, Retirement order, Certificate/Degree, Proof of date of birth, identification proof such as Aadhar Card or PAN Card may be submitted to recruitment@ruraluniv.ac.in on or before 05/02/2026.
6. No TA/DA is payable for attending the interview.

Place of Interview:

Board Room,
Administrative Block,
The Gandhigram Rural Institute (DTBU),
Gandhigram, Dindigul -624302.
Contact No: 0451-2452371-2452376-Extn.2019,
Email: recruitment@ruraluniv.ac.in
Website: www.ruraluniv.ac.in

The date and time will be intimated to shortlisted candidates by email.

J. S. Meenakshi
REGISTRAR i/c 22/1/26

Application for the position of Internal Audit Consultant/ Internal Audit Officer on Contract basis - Gandhigram Rural Institute (Deemed to be University), Gandhigram

13. Additional details about your previous employment	
14. Pay last drawn at the time of retirement and Basic pension (before commutation) drawn	
15. Additional information, if any, which you would like to mention in support of your suitability for the post. (Please enclose a separate sheet):	
16. Whether belong to SC/SCT/OBC	
17. Remarks, if any	

DECLARATION

I hereby declare that the particular furnished above are true and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false or incorrect/incomplete or ineligibility being detected at any time before or after selection, my candidature is liable to be rejected and I shall be bound by the decision of the Department. I have read this notification and willing to accept all the terms and conditions for engaging on contract basis.

Place:

Signature of Candidate

Date:

Following documents are to be enclosed with the application

1. Identity proof :
2. Proof of address :
3. Copy of PPO / LPC :
4. Copy of Proofs of Educational qualifications :