



**NATIONAL INSTITUTE OF RURAL DEVELOPMENT & PANCHAYATI RAJ
RAJENDRANAGAR: HYDERABAD-500030**

**Advt.no. 21/2024
File No. NIRDPR/AR(E)/Admn.Sec.II/2022/
Project Manager (IA)
Compno.14688**

The National Institute of Rural Development and Panchayati Raj (NIRDPR), an autonomous organization under the Union Ministry of Rural Development, is a premier center of excellence in Rural Development & Panchayati Raj. NIRDPR is now enhancing the vision from poverty alleviation & livelihoods to quality of life and living standards in rural India.

NIRDPR holds a huge mandate and is a highly diversified system with 6 focus areas: Training and Capacity Building, Research and Consultancy, Policy Formulation and Policy Advocacy, Technology Transfer, Academic Programmes, and Innovative Skilling Livelihood. Highly qualified faculty at NIRDPR work across 21 centers of specific subject matter expertise under 7 schools of diversified thematic areas.

The responsibility of the Think Tank to MoRD and consultancy projects to various ministries keep the role of NIRDPR highly dynamic. Nurturing 29 SIRDs and connecting organizations of the RD&PR cluster is another critical responsibility of NIRDPR. Considering 65% of the rural population as end beneficiaries, the role of NIRDPR is growing in demand for nation-building.

The Institute is looking forward to engaging the services of **Project Manager (Internal Audit) - 02 positions** on a contract basis for its Internal Audit Wing (IAW):

Qualification & Experience	<p>Essential:</p> <p>I. Chartered Accountant (Inter) with 5 years' work experience in auditing Institutions of repute.</p> <p style="text-align: center;">(OR)</p> <p>II. Sr. Audit Officers/Sr. Accounts Officers/Asst. Financial Advisors who retired from organized accounts cadre.</p> <p>Desirable:</p> <p>I. Knowledge of MS Word and Excel is preferable.</p> <p>II. Working knowledge of e-Office, Tally, and Accounting software is desirable.</p>
Age	Not more than 65 years.
Nature of Appointment	On contract basis initially for one year. Further extension may be given as per the Institute's requirement and the candidate's performance.
Remuneration	<ul style="list-style-type: none"> • Consolidated Remuneration of Rs.60,000/- p.m. • For retired Government Servants Remuneration will be regulated as per Government of India, Ministry of Finance OM NO. F.No.3-25/2020-E.IIIA, dt.9.12.2020 issued for regulation of Remuneration in case of Contractual appointment of retired Central Government Employees, i.e., Basic Pay at the time of retirement minus Pension.
Duties and Responsibilities	<p>Project Manager (Internal Audit) as part of Internal Audit Wing (IAW) has to carry out regular internal audit including pay fixations, all the payments in addition to the project auditing. Mainly the following duties are to be performed:</p> <ol style="list-style-type: none"> 1. IAW should develop and document an audit plan including Risk Based Internal Audit plan for each engagement including the engagement objective, scope, quantum of audit, timing and resource allocation. 2. IAW should ensure that individual audit assignments are initiated in line with the approved audit plan and following the established audit Notification, standards, policies, and procedures. 3. IAW should ensure that the audit team obtains all the relevant information it requires to assist it in determining the audit's objective, scope, methodology, and resources

	<p>needed to conduct the audit.</p> <ol style="list-style-type: none"> 4. IAW should obtain a good understanding of the entity's mandates and risks that threaten their achievement, the entity's organization structure, internal control and on- going issues and provide brief of the same to the audit team before start of the audit assignment. 5. The IAW should maintain the Risk Registers for all audit units, schemes, programs, and projects, and the same are to be reviewed and updated based on audit findings and receiving feedback from the Programme Division/Implementing agencies 6. The IAW should continuously review the performance of the Audit Teams based on the audit reports. The auditors should also be provided opportunities to develop audit knowledge, skills, and training on schemes, programs, and tools. 7. The IAW should finalize the standard templates to prepare audit reports. The templates ensure that audit reports present a professional image of internal audits. 8. The IAW should maintain a record of the audit reports/findings and ensure that the audit units take timely action on audit findings and recommendations.
--	--

General Conditions:

1. The candidates should apply through online registration available on the website <http://career.nirdpr.in/>
2. The offered assignment is purely on contractual basis and does not envisage any form of regular appointment at NIRDPR in future.
3. Age, experience and qualification will be reckoned as on last date of this notification i.e., 09.10.2024. Clear quality attested Photostats copies of all important certificates and documents must be uploaded with the online application.

4. Candidates are advised to satisfy themselves before applying that they possess at least the minimum essential qualification laid down in the advertisement.
5. In case of a large number of applications, the Institute may shortlist the candidates as necessary, and the interview date, time, and venue shall be communicated to shortlisted candidates only. No TA / DA will be given for attending the Interview.
6. The Institute reserves the right to relax any requirements, i.e., age, experience, etc., in exceptional cases.
7. Institute reserves the right not to fill any advertised vacancies if the circumstances warrant. The Institute reserves the right to withdraw the advertised post(s) without giving any reason. Any consequential vacancies arising at the time of the interview may also be filled up by the available candidates. The number of positions is thus open to change.
8. In case of any inadvertence in the selection process that may be detected at any stage, even after the issue of the engagement letter, the Institute reserves the right to modify/ withdraw/ cancel any communication made to the candidates.
9. In case of any dispute/ ambiguity that may occur in the selection process, the Institute's decision shall be final.
10. Canvassing in any form will be treated as disqualification.
11. No correspondence or telephonic inquiry will be entertained as regards short-listing, calling for interview, selection, or engagement
12. The selection will be at NIRDPR, Rajendranagar, Hyderabad
13. Candidates may regularly visit the website for further information/ updates, if any.
14. The final results shall be communicated to the selected candidates only.
15. The last date for submission of the online application is 09.10.2024.

Sd/-
Assistant Director
Administration (Section –I)