

**Himachal Pradesh
Irrigation & Public Health Department**

EXPRESSION OF INTEREST NOTICE

The State Implementing Agency, National Hydrology Project, Office of Superintending Engineer/Executive Engineer, Executive Engineer, Hydrology C & M Division, Tutikandi, Shimla-4, HP IPH Department, invites application for the Hiring the Services of one number Financial Expert for the period of three years as per World Bank Guidelines with scope of work, qualifications/terms & conditions as below:

1. Scope of Work

- i. Preparation of financial statements in accordance with consistently applied accounting standards of World Bank/State Government.
- ii. Timely online/offline reporting of expenditure/Utilization Certificate as required by the G.O.I
- iii. Joint signatory of project saving bank account.
- iv. Implementation of PFMS
- v. Rendering advice in Maintaining accounting books such as Cash Book, Contractor's ledger, Cheque issue register with the help of Assistant.
- vi. Preparation of Bank Reconciliation statement.
- vii. Preparation of audit reply at the level of Hydrology Cell and submission of Audited Statements to concerned authorities.
- viii. Liaisoning /coordination with office of CAG/MoWR Audit Wing/ World Bank Finance Wing.
- ix. Ensuring expenditure as per earmarked funds under each activity/component.

2. Qualification / Terms and Conditions

- i. The application should be a retired SAS Officer.
- ii. The person should have minimum experience of 3 (three) years of working as Joint Controller (Finance and Accounts) or superior post including period or extension or re-employment in the same post in State / Central Government Department.
- iii. Should have sufficient experience of 3 (three) years of working in I&PH/ PWD accounting procedure.
- iv. The engagement shall initially be for a period of three years which would be extendable further on year to year basis if the work & conduct of the appointee is found satisfactory and as per requirement of the project.

- v. The appointment would purely be on contract basis with consolidated monthly remuneration of Rs. 60,000/- per month.
- vi. Other allowances such as T.A/D.A on tour will be given as per State Govt. rules based on the last pay drawn (i.e. Basic pay + Grade pay) by the officer.
- vii. The incumbent should be less than 65 years of age as on 1st January, 2018.
- viii. The appointment may be terminated at any time by a month's notice given by the either side.
- ix. Incumbent shall be entitled to 12 days casual leave , 10 days Medical leave, 5 days special leave and 16 weeks maternity leave in a calendar year . No leave of any kind is admissible except gazetted holidays and Sunday. No medical reimbursement is admissible.
- x. Selection will be made on the basis of recommendation of Selection panel under the chairmanship of Engineer-in-Chief-cum-Project Coordinator National Hydrology Project.

The application on prescribed format shall reach the office of Executive Engineer, Hydrology C & M Division, Tutikandi, Shimla-4 on or before 27.01.2018 upto 5.00 PM.

Application Format

Name of applicant:
Date of Birth :
Permanent Address:
Postal Address:
Educational Qualification:
Experience and position held:

A one page write up as to how the applicant consider himself/herself qualified to be appointed as Financial Expert and what he/she can contribute to National Hydrology Project activities. Supporting material can also be added. (On the top of application form a latest passport size photograph may be affixed.

Executive Engineer
Hydrology, C &M Division,
Tutikandi, Shimla-4

NO.IPH-EE.HC & M.Div.-E.A./NIQ/2017:- 2594 Dated :-23/12/2017

