

NOTIFICATION

Applications are invited from qualified candidates for the post of Accounts Officer for handling the accounts of all **SUBSIDIARY CENTRAL POLICE CANTEENS** in Kerala Police Department.

1. Department : SUBSIDIARY CENTRAL POLICE CANTEENS
2. Name of Post : Accounts Officer
3. Remuneration : ₹ 40,000/-
4. Number of Vacancy : 1
5. Method of appointment : Direct Recruitment
6. Way of selection : Interview
7. Age limit : 25 - 55
8. Qualifications : M. Com./CA/CS/ICWA
9. Experience : Experience in handling Accounting Software and should have work experience of at least 3 years in any firm.
10. Place of Posting : Thiruvananthapuram
11. Duration of Appointment: 3 years
10. Last date for submission of Application : 31/05/2021

Note: Candidates will be responsible for monitoring the financial systems of police canteens and for conducting of internal audit of the canteens. They will be asked to design internal control mechanism for improving transparency and accountability. They should also be willing to travel as they have to conduct audit of accounts of police canteens throughout Kerala. Appropriate candidates shall be selected on the basis of an online interview. The date and venue will be intimated through email or over phone.

Interested candidates shall send their Application letter, duly filled up Bio-data and attested copies of certificates proving their qualifications & experience, to the Additional Director General of Police (HQ) & Chairman, Central Management Committee of Subsidiary Central Police Canteen, Police Headquarters, Thiruvananthapuram on or before **31/05/2021**, 5.00pm, by email j4sectionphq@gmail.com.

11. Educational Qualifications:

Sl. No.	Qualification	Board/University	Year of Passing	Total Mark	Mark %

12. Past Employment Experience:

Sl.No	Designation	Date of Joining	Date of Leaving	Reason for Leaving	Any other Relevant Information

Declaration

I (Name) hereby declare that the above particulars are true and correct to the best of my knowledge and belief and if the event of any information being found false or incorrect, my candidature will be liable to be cancelled.

Date:

Place:

Signature