



OFFICE OF THE REGISTRAR :: ASSAM WOMEN'S UNIVERSITY

(Established by the Assam Women's University Act "XXII" of 2013)

ROWRIAH :: JORHAT-785004

No. AWU/Estt./27/2015-16/ 1303

Date 04.08.2023

WALK-IN-INTERVIEW

For engagement of one Internal Auditor (Highly Skilled) on Short-Term Basis

Assam Women's University intends to engage the services of suitable person as Internal Auditor (Highly Skilled Category worker as per Govt. notification vide no. ACL/41/2004/8264-330 dated Guwahati, the 31st August 2022) on short-term basis, initially for a period of six (6) months which may be extended on requirement and performance of the candidate. The desirous eligible candidates may directly appear in the Walk-in-Interview to be held at Assam Women's University, Rowriah, Jorhat on 14th August 2023 from 11:00 A.M. onwards. The details are as follows:

ELIGIBILITY CRITERIA:

Name of the Position	No. of Position	Educational Qualification	Experience
Internal Auditor	01 (one)	B.Com. with minimum 50% marks from a recognized university	Persons having experience in audit/ account matters, establishment matters, procurement process, financial matters and public works matters etc will be preferred.

OTHER TERMS & CONDITIONS:

- The registration of candidates will start at 9.30 A.M. and will end at 10.30 A.M.
- No late arrival will be entertained.
- Persons desirous of such engagement having the essential educational qualification and Work Experience prescribed above may directly report to the Venue on the day of interview. Persons not having the prescribed qualifications will not be allowed to appear in the Interview.
- He/she must be not more than 40 years of age as on 01/08/2023.
- The University reserves the right to restrict the number of candidates for interview to a reasonable limit, on the basis of qualifications and experience higher than those prescribed in this advertisement.
- The decision of the competent authority of the University in the process of engagement shall be binding and final. The authority reserves the right to cancel the recruitment process at any time without any prior notice and without assigning any reason thereof.
- No TA/DA will be paid for attending the interview.
- The engagement shall be purely on temporary and contractual basis and doesn't confer any right to claim for regularization of the service. The engagement may be terminated by either side by giving one month's notice.
- The application in Standard Form (Assam Gazette Part-IX) along with self-attested photocopies of all qualifications, Certificates, Marksheets, Age, Caste, Work Experience and other testimonials with contact number must be submitted at the time of walk-in-interview.
- All original documents must be brought for verification on the day of interview.

Telephone no. 0376-2960104

E-mail: registrar@awu.ac.in



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k) All Degree Certificates should be from recognized Universities/ Institutes

Date of Walk-in-Interview: 14th August 2023

Time: 11:00 A.M.

Venue: Office Chamber of the Hon'ble Vice Chancellor, AWU, Rowriah, Jorhat-785004

Reporting Time: 9:30 A.M.

(Tapan Kr. Gohain, ACS)

Registrar

Assam Women's University

Jorhat-04, Assam

Note:

- 1) **Applicants must fill in only correct information. If it is found, at a later date, that any information given in the application is incorrect / false, the candidature / appointment is liable to be cancelled / terminated. Canvassing directly or indirectly at any stage of the recruitment process shall lead to disqualification.**
- 2) Claims of educational qualifications, experience or any other technical qualifications must be supported by relevant certificates as well as mark sheets. Applications not supported by relevant documents shall be summarily rejected.
- 3) Any addendum/corrigendum and related notifications will be published on the University website: www.awu.ac.in only. Applicants are advised to regularly check the Institute website for any update/notification.

Memo No. AWU/Estt./27/2015-16/1304- 1306

Dated 04.08.2023

Copy for information and necessary action to:

1. The Hon'ble Vice Chancellor, AWU, Jorhat
2. Accounts Officer, AWU, Jorhat
3. Office Copy

Registrar

Assam Women's University

Jorhat-04, Assam