



भारतीय वन्यजीव संस्थान
Wildlife Institute of India

ADVERTISEMENT NO. A/2-7/2010-WII

Filling of the post of Internal Audit Officer on transfer on deputation at Wildlife Institute of India, Dehradun

Applications are invited for filling of one post of **Internal Audit Officer** in Wildlife Institute of India (WII) on transfer on deputation basis. The person selected to the post has the option to draw their parent cadre pay plus Deputation Allowance.

ESSENTIAL QUALIFICATIONS: Persons of Organized Accounts Departments/ C&AG holding the post of AAO on regular basis with 2 years regular service in the grade and having passed SAS examination are eligible to apply for the said post.

AGE LIMIT: Below 55 years as on the closing date of receipt of applications.

PERIOD OF DEPUTATION: The period of deputation will be for three years, which will be extendable for a further period of two years.

HOW TO APPLY: (1) Application should be on plain paper, neatly handwritten or typed and sent by Registered Post/Speed Post/By Hand through proper channel so as to reach the Office of the DIRECTOR, WILDLIFE INSTITUTE OF INDIA, POST BOX NO.18, CHANDRABANI, DEHRADUN-248 001, UTTARAKHAND on or **before 31st May 2014**. The envelope should be superscribed %APPLICATION FOR THE POST OF INTERNAL AUDIT OFFICER ON DEPUTATION+. The application should give complete details viz. (1) Post applied for, (2) Advertisement No., (3) Name in full (in block letters), (4) Date of Birth, (5) Nationality, (6) Father's/Husband's name, (7) Address for correspondence including phone, fax & email, (8) Educational/ Professional qualifications from Secondary School onwards indicating clearly examination passed, year, School/College/University, subjects, marks obtained, (9) Details of previous employment in chronological order specifying specializations or specialized experience acquired, if any (attach certificate, where necessary), (10) Present pay scale, position held, basic pay and total emoluments drawn. (11) Any other information (12) A certificate to the effect that all information furnished is true to the best knowledge of the applicant, and (13) Applicant's signature with date.

GENERAL INSTRUCTIONS: (a) Only certified copies of documents need to be attached; (b) Applicants under employment with Central/State Government/ Autonomous Bodies should route their application through proper channel. Candidacy of all such applicants under regular employment is subject to forwarding of their applications by their employer **on or before 31st May 2014**. However, they may send an advance copy of their application; (c) While forwarding the application the employer must send (i) Annual Confidential Reports for the last 5 years; (ii) vigilance clearance certificate certifying that no disciplinary case is either pending or contemplated against him/her and (iii) certifying that the officer selected for deputation assignment at WII would be released for the deputation appointment immediately (d) Shortlisted applicants may be called for interview at this Institute and no travel expenses will be paid on account of attending the interview, (e) Canvassing in any form and/or bringing any influence (Political or otherwise), will disqualify a candidate; (f) WII reserves the right not to fill up the post advertised if the circumstances so warrant in public interest.

**Administrative Officer
Wildlife Institute of India
Dehradun**