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**Indian Council of Agricultural Research**  
**ICAR Research Complex for N.E.H. Region**  
Manipur Centre, Lamphelpat, Imphal - 795004



No 114/KVK(Cdl)FPO/2021/

Dated 11<sup>th</sup> June 2024

**WALK IN INTERVIEW**

A walk-in interview for selection of suitable candidate for the following time bound post will be held on 22 July 2024 (Monday) in the Office Chamber of the Head, Regional Centre, ICAR Research Complex for NEH Region, Manipur Centre, Imphal. Eligible and desirous candidates fulfilling the requirements may appear for interview in-person at 10:00 am.

Name of the Post	Number	Emolument	Qualification
Accountant (The Chakpi Integrated Farmers' Cooperative Society Ltd, Chakpikarong block)	One	Rs. 10000.00 per month (consolidated)	<b>Essential :</b> <ul style="list-style-type: none"><li>The accountant should be a graduate with computer knowledge.</li></ul> <b>Desirable :</b> <ul style="list-style-type: none"><li>Members of FPO/Local and experienced candidate will be given preference</li></ul>

***Terms and Conditions***

- Duration of the position will be for 6 (six) months only which may be extended subject to conditions of performance of the selected candidate. The engagement of the Accountant for the short term duration will be co-terminus.
- Age of the candidate should be 18 to 40 years on the date of interview with relaxation in age as per Govt. rules.
- The post is purely temporary, contractual and on hired basis for the prescribed period.
- The Institute will not have any liability for the above service. The hired Project Assistant shall not have any right or claim for regular appointment in ICAR.
- Except the consolidated emolument the Project Assistant will not be eligible for any other payments/financial benefits from the institution.
- The applicants must submit an application strictly in enclosed format addressed to the Head, Regional Centre, ICAR Research Complex for NEH Region, Manipur Centre on this mail [chandelkvyk@gmail.com](mailto:chandelkvyk@gmail.com) latest by 18<sup>th</sup> July 2024 on or before 4 p.m. **It should be ensured to make a single PDF of duly filled application along with self-attested copies of all certificates in a sequence while submitting to above mails, otherwise the applications are liable to be rejected.**
- No Objection Certificate from the employer, in case, the applicant is in employment elsewhere.
- The applicants must produce his/her original documents, experience/computer certificate (if any) for verification during the interview.
- No TA/DA will be paid for attending the interview.
- The Head, ICAR Research Complex for NEH Region, Manipur Centre, Imphal reserves the right to change any of the conditions and reject any or all applications without assigning any reason there of whatsoever. The decision of the Head, Regional Centre, ICAR, Manipur will be final and binding in all respect.

Sd/-  
(A. Ameeta Devi)  
Senior Scientist & Head

**KEY JOB RESPONSIBILITIES:**

- I. Accountant is required in FPO to look after its day-to-day accounting work.
- II. Book- keeping, monitoring spending and budgets.
- III. Preparing accounts and tax returns.
- IV. Compiling and presenting financial and increase profits.
- V. Any other work assigned from time to time by the Senior.

The application should reach the office of Krishi Vigyan Kendra Chandel, Monsang Pantha, ICAR-RC for NEH Region, Manipur Centre - by post or through e-mail: [chandelkvk@gmail.com](mailto:chandelkvk@gmail.com) along with self-attested copies of the certificates on or before 18.07.2024. No application shall be entertained after last date i.e., 18.07.2024 4.00 pm



Date		Month		Year			

11. Age as on date of closing (10<sup>th</sup> July 2022) -----

12. Educational qualifications (From Matriculation/ HSLC onwards in details with attested copies of relevant certificates and mark sheet)

Name of exam passed	Name of Board/Council/University	Month & year of passing	Main subject	% of marks

13. Experience (Certificate to be enclosed)

14. Others

15. List of documents enclosed

- i.
- ii.
- iii.
- iv.
- v.
- vi.

Declaration

I do hereby declare that all statements made in the application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect, my candidature/application may be cancelled/terminated without any prior notice.

Signature of the candidate  
(Unsigned application shall be rejected)