

**Walk-in-Interview**

**Five posts of Accountants (one each for District Rohtak, Panchkula, Fatehabad, Karnal and Hisar) are to be filled up in the Haryana State Rural Livelihoods Mission on contract basis for one year and likely to be extended on the basis of satisfactory performance.**

**Qualifications & Experience for the post of Accountant**

The candidate should have passed B.Com with 50% marks with Computer knowledge. Persons should also have minimum one year experience as Accountant/Accounts Assistant or above in Government/Semi Government/ Pvt. Ltd. Company/Board/Corporation and knowledge of Tally ERP 9 Software.

**Consolidated Salary**

Rs. 10,500/- per month.

**Age limit**

21 years to 50 years

**Interview**

Eligible candidates may appear for interview on 20-05-2014 at 11:00 AM in the office of Chief Executive Officer, Haryana State Rural Livelihoods Mission (HSRLM), Akshay Urja Bhawan, 2<sup>nd</sup> Floor, Sector-17, Panchkula.

**Selection Process**

The selection will be made on the basis of performance in interview, experience and academic qualifications.

**Application Form**

The specimen of application form is attached.

CEO/HSRLM

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**Format for Application for the post of Accountant**  
**(To be submitted at the time of interview)**

Affix latest  
passport size  
photograph

To

**The Chief Executive Officer,  
Haryana State Rural Livelihoods Mission,  
Akshay Urja Bhawan, Institutional Plot No.-1,  
Sector -17, Panchkula-134109.**

**Subject : Application for the post of .....**

**Name of the Applicant:** \_\_\_\_\_ **Nationality** \_\_\_\_\_

**Mother's Name:** \_\_\_\_\_ **Father's Name:** \_\_\_\_\_

**Correspondence Address:** \_\_\_\_\_

**Permanent Address:** \_\_\_\_\_

**Telephone/Mobile Number (if any):** \_\_\_\_\_ **Email Address (if any)** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_ **Age as on 19-05-2014** \_\_\_\_\_

**Educational Qualifications (Matric onwards)**

| Name of Exam | Board/University | Year of Passing | Marks Obtained | %age Obtained |
|--------------|------------------|-----------------|----------------|---------------|
|              |                  |                 |                |               |
|              |                  |                 |                |               |
|              |                  |                 |                |               |
|              |                  |                 |                |               |

**Computer knowledge:-**

1. Course of Tally ERP 9 Software \_\_\_\_\_
2. Name of the Institute and whether recognized or not \_\_\_\_\_
3. Duration of the Course \_\_\_\_\_

**Experience (in the relevant field):**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Date:**

**Signature of the applicant**

**Note 1: Attested copies of educational qualifications & experience must be attached with the application.**