



### CMA Professionals

1. **No. of Positions** : 06 (Six)
2. **Mode of Selection** : On Contract
3. **Essential Qualification:** Associate member of The Institute of Cost Accountants of India.
4. **Minimum Experience** : Minimum 3 years of relevant experience.
5. **Maximum Age Limit** : 35 years as on 01<sup>st</sup> May 2025.
6. **Tenure of Contract** : One year. Renewable for two more years, one year at a time, based on satisfactory performance. During the first year, the contract shall be liable to be terminated any time for non-satisfactory performance. From second year onwards, the contract may be terminated at any time by giving one months' notice on either side.
7. **Place of Posting** : Anywhere in India. The candidate is required to travel anywhere in India for official purposes, for which Travel Allowance (TA) and Daily Allowance (DA) will be paid as per the Institute's rules (applicable to the rank of Senior Officer).
8. **Job Description** :
  - Contribute to curriculum development, research papers, and technical publications.
  - Organise training programs, webinars, workshops, and seminars for students and professionals.
  - Liaise with government bodies, PSUs, and private sector organizations on cost audit and compliance matters.



- Assist in implementing academic and professional development programs of the Institute.
- Support examination, membership, and continuing education-related activities.
- Draft reports, proposals, policy documents, and communication materials.
- Provide technical input on cost accounting standards and regulatory developments.
- Coordinate with Regional Council & Chapters and ensure smooth execution of Institute's activities.
- Any other work assigned by the Reporting Officer / Competent Authority of the Institute.

9. **Consolidated Compensation** : Rs. 70,000/- per month. The same will be enhanced by 10% subsequently on completion of one year of service satisfactorily.

The above engagements are on full time contractual basis in the Institute. It will not confer any right or privilege whatsoever in any manner for regularization or continuous employment in the Institute.

The personnel are required to attend the Institute regularly on all working days and be guided by the Institute's working hours. They will not be entitled to any paid leave as such but may be allowed two day's leave only per month along with weekly off and approved holiday as per list of the Institute.

- Please apply online at : (Direct Web link on Institute's website)
- Last date of application : 05<sup>th</sup> May 2026 till 6 p.m.