


JHARKHAND STATE BUILDING CONSTRUCTION CORPORATION LIMITED,
RANCHI

Details of Eligibility Criteria
(Recruitment Notice no. 01/2020-21)

Sl. No.	Post	Upper Age as on closing date i.e. 31.12.2020	Essential / Desirable Qualification	Essential Post Qualification Experience
1	2	3	4	5
1.	Chief Accounts Officer Salary: 100,000/- per month consolidated on contract for three years.	45 Years	Chartered Accountant, Membership of ICAI	<ul style="list-style-type: none"> • 05 years experience in managing working capital both at Unit and Corporate level. • Should have experience of finalization of accounts at unit level and construction of accounts at corporate level. • Knowledge of Indian GAAP and familiarity with IFRS shall be preferred. • Should have exposure to preparation and monitoring Budgets at the corporate level including initiative for cost control. • Should have knowledge of GST, direct and indirect taxes relevant for construction companies. • Should have experience of handling Internal, statutory and government audits. • Should also be conversant with tendering procedure in PSU/Government organization and familiarity with computerized system. • Should have knowledge Preparing and managing ledgers, credit, and collections. • Should have experience of Organizing and documenting financial reports. • Should have experience in organizing Board of directors meeting. • Should have experience in Organizing and updating financial records. • Should have experience in monitoring all books keeping related to accounts.
2.	Manager (Accounts) Salary: 70,000/- per month consolidated on contract for three years.	40 Years	Essential :- ➤ Graduate in Accounting, Finance, or related field. ➤ Intermediate (IPCC) course of ICAI.	<ul style="list-style-type: none"> • 10 years working experience in which at least 5 years as Accounting Manager, Accounting Supervisor or Finance Manager in a Private/Public Sector Organization. • Proven knowledge of book keeping, accounting principles, practices, standards, laws and regulations. • Maintains accounting controls by establishing a chart of accounts and defining accounting policies and procedures • Establishes financial status by developing and implementing systems for collecting, analyzing, verifying, and reporting financial information • Experience in organization working in the field of building construction will be an added advantage. • Knowledge of taxation laws, MS Office, Tally (ERP), Data base management system and other Accounts related software will be favoured. • Candidates having proficiency in use of computers will be preferred.

3.	Accounts Officer Salary: As per prevailing Govt. Guidelines on contract for One year, which can be extended for further depending on satisfactory performance.	64 Years for Candidates who have superannuated from State/ Central/ Government/ PSUs before 31.12.2020 from the Post of Assistant Accounts Officer / Audit Officer / Divisional Accounts Officer)	Essential:- ➤ Graduate in any discipline from a recognized University. Desirable:- ➤ SAS/ SOG /JAO/ C.A. (Inter)	<ul style="list-style-type: none"> • Should have Experience in Managing, Review and verify tax forms. • Experience in Review financial statements, expenses and previous tax returns to identify the best strategy for completing future returns • Should have experience of handling Internal, statutory and government audits. • Should have experience of finalization of accounts at unit level and construction of accounts at corporate level. • Should have knowledge of direct and indirect taxes relevant for construction companies. • Knowledge of Indian GAAP and familiarity with IFRS shall be preferred.
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22/12/2024
General Manager
(Administration)
JSBCCL, Ranchi

Prescribed Performa

427

ARKHAND STATE BUILDING CONSTRUCTION CORPORATION LIMITED

Recruitment Notice No. 01/2020-21

Application for the post of

1. Name of the applicant
2. Father/Husband's Name.....
3. Category (Mark ✓) Gen SC ST BC1
4. Name of Mother of the applicant.....
5. Permanent Address : -
Full Name.....
Mohalla/Village.....
Post Office.....
DistrictState.....Pin code.....
6. Telephone /Mobile No.....E-mail ID.....
7. Postal Address : -
Full Name.....
Mohalla/Village.....
Post Office.....
DistrictState.....Pin code.....
8. Gender (Mark ✓) Male Female
9. Marital Status (Mark ✓) Married Unmarried
10. (a) Date of Birth(b) Age as on 31.12.2020.....
11. (a) Educational Qualification.....
(b) Details of Educational Qualification: -

Paste a self attested passport size photograph

Signature of the applicant

Examination	Board/University	Year	Subject	Marks Obtained	Percentage	Remarks

12. Experience

Name of Organization	Post Held	From	To	Remarks

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13. Any other details which form part of the CV, be attached by the applicant if required.

Note : - Relevant Document to be Attached.

Signature of the Applicant

Declaration

I.....Son/Daughter ofdo hereby declare that the information given in this application are true to the best of my knowledge and belief. In case any information is found wrong/incorrect or ineligibility is detected, I understand that my candidature is liable for rejection.

Place :

Date:

Signature of the Applicant

14. List of enclosure

- 1.....2.....
- 3.....4.....
- 5.....6.....



(175)

**JHARKHAND STATE BUILDING CONSTRUCTION CORPORATION LIMITED,
RANCHI**

GENERAL INSTRUCTIONS
(Recruitment Notice No. 01/2020-21)

1. Only Indian Nationals need apply. Mere submission of application will not entail right for claiming Appointment.
2. JSBCCL reserves the right to raise or lower the eligibility criteria depending upon the response to the advertised posts.
3. Candidates are advised to give specific, correct, full information. All original certificates/documents in support of information furnished in the application form are to be produced at the time of verification of documents, failing which the candidate will be disqualified. Candidature is liable to be rejected at any stage of recruitment process or after recruitment or joining, if any information provided by the candidate is found to be false or is not found in conformity with eligibility criteria mentioned in the advertisement.
4. Incomplete application will be summarily rejected. Any request to add additional information in application form after the application has been submitted shall not be entertained in any condition.
5. Only shortlisted candidates will be called for Personal Interview. Shortlisted candidates will be intimated about the date and venue for Personal Interview through email and website www.jsbccl.jharkhand.gov.in only and no other mode of communication will be followed.
6. Candidates belonging to SC/ST/OBC categories are required to submit copies of Cast certificates in the prescribed format at the time of interview.
7. The upper age limit indicated is for general category candidates. Age relaxation for SC/ST/OBC will be as per Government guidelines in this regard. SC/ST/OBC candidates are required to submit copy of their caste certificate along with the application form.
8. Applicants serving in Govt./Public Sector Enterprises should apply through proper channel. In case the candidates are not able to apply through proper channel, they are required to produce NOC (No Objection Certificate) at the time of Interview.
9. Appointment of selected candidates is subject to (i) receipt of satisfactory Medical Report from a Govt. Hospital as per the standards prescribed by JSBCCL (ii) verification of caste certificate and Character certificate from the concerned Authorities.
10. In case of variation in name/surname/name spelling mentioned in the application with that in the respective certificates pertaining to education/professional qualification/caste/etc., the applicant shall be required to submit a certificate from SDM or equivalent to this effect along with the respective documents at the time of verification of documents., failing which the candidates shall be liable to be cancelled. In case of change of surname of female after her marriage, the candidate is required to furnish marriage certificate and notarized affidavit in this regard.
11. Relaxation of standard in selection against reserved vacancies- if sufficient number of reserved category persons are not available on the basis of laid down general standards, the general standards could be relaxed suitably to fill up the reserved posts.
12. The crucial date for determining the age limit & post qualification experience shall be 31.12.2021. The date of declaration of result/issuance of mark sheet shall be deemed to be the date of acquiring the qualification and there shall be no relaxation on this account. Post qualification experience on a post/level shall be counted from the said date onwards.
13. Candidates working in Government, Semi-Government, Organization/Public Sector Undertakings and Autonomous Bodies should apply through proper channel or furnish "NO OBJECTION CERTIFICATE" at the time of document verification. However, in the event

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of difficulty in getting NOC from their parent department, they may submit an undertaking at the time of document verification that they will not claim any service transfer benefits/protection of pay in case of their selection. However, they have to produce the proper relieving order from their organization, in the event of their selection, at the time of reporting for joining.

14. Selected candidates will be required to serve in any part of state as per the discretion/requirement of the Organization.
15. Wherever CGPA/OGPA or grading system in a degree/diploma is awarded, equivalent percentage of marks should be indicated in the application form as per norms adopted by the University/Institute. The candidates will have to produce a copy of these norms with respect to his/her university/Institute at the time of verification of documents.
16. In case of overwhelming response, JSBCCL reserves the right to shortlist the candidates by fixing revised eligibility criteria. In case of non suitability of candidates for the post applied for, JSBCCL at its discretion can offer a suitable post in the lower level.
17. Candidates are required to retain a copy of the submitted application form for future reference.
18. Number of vacancy mentioned above may increase or decrease depending upon the requirement of the Organization. However in case of additional requirement during the period of one year from the date of selection, the company at its discretion may select suitable number of candidates from the extended merit list/panel subject to a limit of twice the number of vacancies advertised.
19. JSBCCL reserves the right to cancel this advertisement and/or the selection process for any of the above posts without assigning any reason.
20. Candidates are advised to keep their e-mail ID active at least for one year. No change in e-mail ID will be allowed once entered. All future correspondence shall be sent via e-mail only.
21. Any canvassing, directly or indirectly, by the applicant will disqualify his/her candidature.
22. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/or applications in response thereto shall be subject to jurisdictions of Courts at Ranchi. In case of any ambiguity/dispute arising on account of interpretation other than English.

How to Apply

1. Candidate meeting the above eligibility criteria may submit their application and Bio-Data in A-4 size paper strictly in the prescribed format available at JSBCCL office at Dhurwa, Ranchi along with a self attested recent passport size photograph.
2. The envelope should be super scribed with the title of the post applied for.
3. Eligible candidates may forward their duly filled in application in the prescribed format to the address given below:-


**General Manager (Administration),
JSBCCL
3rd Floor, JSBCCL Building,
Project Bhawan Campus,
Dhurwa, Ranchi – 834004**



4. The application form along with required credentials must reach JSBCCL through registered post/speed post latest by 12.04.2021. In case of any difficulty/query, please contact us at: Phone : - 0651-2446257/2446258/2446259, e-mail: - jsbccljharkhand@gmail.com

SELECTION PROCEDURE

1. The selection of candidate will be through Personal Interview and academic qualification & experience only.
2. The name of shortlisted candidate will be called for Interview. List of shortlisted candidate and dates for personal interview will be published on **www.jsbccl.jharkhand.gov.in**. The final selection of the candidates will be based on the performance in the Interview, subject to verification of documents, where after the "Offer of Appointment" shall be issued.


General Manager
(Administration)
JSBCCL, Ranchi