




TRIPURA UNIVERSITY
(A Central University)
Suryamaninagar – 799022
Tripura, INDIA

F.No.-F.TU/REG/ADVT./NT/01/2023

Date: 15.02.2024

Tripura University invites applications in the prescribed format from the eligible Indian Citizens for filling up the one post of **Internal Audit Officer (on Deputation)** in Pay Level-12 for a period of one year. Last date of submission of application is **15th March, 2024**.

Sl. No.	Name of the post	No. of posts	Age	Essential qualifications
1	Internal Audit Officer (on Deputation)	1	56 Years (on deputation)	By drawing officers belonging to Audit and Accounts Services or other similar organised Accounts Services in Central / State Govt., holding analogous posts on regular basis. OR with three years regular service in Level 11 or equivalent in the area of Audit and Accounts in any Govt. Department/ Autonomous Bodies. OR with five years regular service in Level 10 or equivalent in the area of Audit and Accounts in any Govt. Department/ Autonomous Bodies.

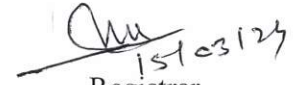

15/02/24
Registrar
(Dr. Deepak Sharma)
Registrar
Tripura University

GENERAL TERMS & CONDITIONS

1. Candidates are advised to ensure / satisfy themselves before applying that they possess at least the minimum essential qualifications laid down in the advertisement and ensure that they fulfil all the eligibility norms.
Suppression of factual information, supply of fake documents, providing false or misleading information or any other undesirable action by the candidate shall lead to cancellation of his/her candidature.
2. Canvassing in any form on behalf of any candidate shall be treated as a disqualification which shall lead to cancellation of candidature.
3. The person appointed against any post shall be governed by the Act/ Statutes/ Ordinances/ Rules of the University and also the CCS (Conduct) Rules, 1964, CCS (CCA) Rule, 1965 or any other rules of the Government of India, as amended from time to time and any other rule/resolution prescribed specifically for maintaining the conduct of the employees by the Executive Council of the University.
4. Relaxation in age, experience, qualifying marks, etc., will be granted to the candidates belonging to the Schedule Caste/Schedule Tribes/OBC/PwBD or any other reserved category as per the UGC/Govt. of India guidelines. A certificate to this effect issued from the competent authority should be submitted with the application form. Wherever a relaxation of qualification, including percentage of marks, is permitted under the UGC/Govt. of India guidelines, such relaxation shall also be considered in appropriate cases subject to recommendations of the Screening Committee.
5. The prescribed essential qualifications are the minimum and mere possession of the same does not entitle candidates to be called for the written test or verification of the original documents as the case may be. Where the number of applications received in response to the advertisement is large and it is not feasible or convenient to call many candidates for the written test, the University at its discretion, may restrict the number of candidates to a reasonable limit on the basis of qualifications/experience higher than the minimum prescribed for the post.
6. The date for determining the eligibility of all candidates in every respect will be the last date of submission of applications.
7. Experience will be considered only after the date of fulfilling the minimum educational qualification as required for the post. Experience will be counted as per the advertisement.
8. The University reserves the right to fill or not to fill up the posts advertised for any reasons whatsoever.
9. The University may draw a reserved panel to fill up a post.
10. The University reserves the right to withdraw the advertisement at any time without assigning any reason.
11. In case of any ambiguity pertaining to the eligibility criteria for any post, the decision of the Executive Council shall be final.
12. The University may verify the antecedents or documents submitted by a candidate at any time of appointment or during the tenure of the service. In case, it is detected that the documents submitted by the candidate are found fake or the candidate has furnished any false information or has suppressed any information, then his/her service shall be terminated.
13. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of appointment letter, the University reserves the



- right to modify/withdraw/cancel any communication made to the candidate.
14. The candidates in the service of Central or State Government, Autonomous, PSU organizations may apply through proper channel.
 15. The candidate(s) should also submit a certificate from the employer or his authorized officer to the effect that no disciplinary proceeding is pending or contemplated against him. Apart from this, the Vigilance Clearance Report shall also be furnished along with the application form or at the time of verification of documents.
 16. No TA shall be paid for written test/attending interview.
 17. All correspondence from the University will be made through email only. Amendments / changes / update, if any, in the advertisement will be published only on the University website (www.tripurauniv.ac.in)
 18. Duly filled in application forms complete in all respect may be send so as to reach the office of the Registrar, Tripura University on or before **15.03.2024** in sealed cover superscribed with "Post applied for Internal Audit Officer".


15/03/24
Registrar
(Dr. Deepak Sharma)
Registrar
Tripura University



Application Form

TRIPURA UNIVERSITY
(A Central University)
Suryamaninagar – 799022
Tripura, INDIA

Affix passport
size photograph

1. Application for the post of _____

Advertisement No. & date _____

2. Name of the applicant (in capital letters): _____

3. Father's/Husband's Name: _____

4. Telephone/ Mobile No: _____

5. E-mail ID: _____

6. Date of birth & age as on the last date of : _____
submission of application

7. Present address for correspondence: _____

8. Permanent address _____

9. Place of Birth: _____ District: _____

State: _____

10. Whether belongs to:

(i) SC/ST/OBC (Non-Creamy Layer) : Yes / No (if yes, please mention category)

(ii) PwD : Yes / No (if yes, please mention category)

11. Academic Qualification (Please attach self attested copies of certificates)

Sl. No.	Examination Passed	Division with % of marks	Subject	Year of passing	Board/ University	Remarks

12. Details of Service Experience:

Sl. No.	Post held	Employer	Pay Band & Grade Pay	Nature of Assignment	Period with dates

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13. Technical qualification if any:

14. Name and address of two referees not related to the applicant:

(i)

(ii)

15. Details of enclosures sent with the application:

(a)

(b)

(c)

(d)

(e)

(f)

(g)

(h)

(i)

(j)

16. Anything else not covered above, please attach additional sheet if the space is insufficient.

Declaration

I certify that the foregoing information is correct and complete to the best of my knowledge and belief. I understand that the competent authority can take appropriate action against me in case any of the information is found to be incorrect at any stage.

Date:

Signature of the Applicant